BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

REGULAR MEETING
AGENDA

Tuesday, October 13, 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, October 13, 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, 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 Elder Dr. Chris A. Burney, Senior Pastor of Greater St. Mark Primitive Baptist Church

Pledge of Allegiance by Commissioner Maddox

AWARDS AND PRESENTATIONS

- Proclamation Recognizing the Chaires Little League Team as the 2026 Florida Little League State Champions
  (Vice Chairman O'Keefe)
- Proclamation Recognizing the 40th Anniversary of 1000 Friends of Florida
  (Commissioner Maddox)
- Proclamation Recognizing Mr. Darius Jones II for Qualifying to Compete for Team USA at the Under 20 World Athletic Competition
  (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: July 14, 2026 Regular Meeting, August 17, 2026 Public Hearing and August 31, 2026 Special Meeting
   (Clerk of Court)

2. Payment of Bills and Vouchers
   (County Administrator / Office of Management & Budget)
3. Annual Performance Review for the County Administrator in Accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process"
   (County Administrator / Human Resources)
4. Ratification of Board Actions Taken at the Workshop on the 2027 State and Federal Legislative Priorities
   (County Administrator / County Administration)
5. Fiscal Year-End 2026 Carry Forward Appropriations and Fiscal Year 2026 Year End-Adjustments
   (County Administrator / Office of Management & Budget)
6. Proposed Revisions to Policy No. 19-5, Government Capital Asset Policy
   (Clerk of Court / Office of Management and Budget)
7. Opioid Litigation Settlement Funds for Fiscal Year 2027
   (County Administrator / Human Services and Community Partnerships)
8. Child Protection Examinations Agreement with the University of Florida
   (County Administrator / Human Services and Community Partnerships)
9. Approval of Certificate of Public Convenience and Necessity
   (County Administrator / Emergency Medical Services)
10. 2025 Edward Byrne Memorial Justice Assistance Grant Funding Agreement
    (County Administrator / Office of Intervention and Detention Alternatives)
11. License Agreements between Leon County and Sports Providers and Proposed Revisions to Board Policies No. 11-4, "Background Checks for Sports Providers' Coaches, Volunteers, and Hired Workers" and No. 06-1 "Use and Scheduling of Parks & Recreation Facilities"
    (County Administrator / Office of Resource Stewardship)

Procurements:

12. Bid Award for the Old St. Augustine Road Sidewalk Project
    (County Administrator / Public Works)
13. Authorization to Negotiate Professional Services Continuing Supply Agreements with Multiple Firms
    (County Administrator / Public Works)
14. Approval to Purchase a Heavy Equipment Wheel Loader
    (County Administrator / Public Works)

Status Reports:

15. End-of-Year Status Report on the Fiscal Year 2026 Commissioner Discussion Items
    (County Administrator / County Administration)
16. Status Report on County Programming and Events to Celebrate the 250th Anniversary of the United States
    (County Administrator / Tourism)
17. Fiscal Year 2026 Tangible Personal Property Annual Report
    (County Administrator / Purchasing)

CONSENT ITEMS PULLED FOR DISCUSSION

GENERAL BUSINESS

18. Proposed Public Notice 2027 Tentative Board Meeting Schedule, Proposed 2027 Travel Schedule, and Proposed Revisions to Board Policy No. 03-16 and Board Policy No. 12-5
(County Administrator / County Administration)

19. September 2026 Quarterly Economic Dashboard Report
(County Administrator / Office of Economic Vitality)

20. Authorization to Execute New Three-Month Agreement in Support of the Tallahassee-Leon County Commission on the Status of Women and Girls
(County Administrator / County Administration)

21. Approval to Submit an Application for a Community Development Block Grant – Disaster Relief on behalf of Champions Ranch, Inc.
(County Administrator / Office of Management & Budget)

22. Status Report on Leon County's Authority to Regulate Kratom
(County Attorney)

23. Full Board Appointments to the Tourist Development Council
(County Administrator / County Administration)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

24. Second and Final Public Hearing to Adopt an Ordinance to Establish an 18-month Moratorium on Large-Load Customer Facilities, including Large-Scale Data Centers
(County Administrator / Development Support & Environmental Management)

25. First and Only Public Hearing to Consider an Ordinance Amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled Local Provider Participation Fund Non-Ad Valorem Assessment
(County Administrator / Office of Management and Budget)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Capital Region Community Development District Fiscal Year 2027 Meeting Dates
- Canopy Community Development District Fiscal Year 2027 Meeting Dates

ADJOURN

The next meetings of the Board of County Commissioners are scheduled for
Tuesday, October 20, 2026 at 3:00 p.m. – Fire Rescue Services Workshop
Tuesday, October 27, 2026 at 1:00 p.m. – TMH Community Health Needs Assessment Workshop
Tuesday, November 17, 2026 at 3:00 p.m. – Installation, Reorganization, and 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	10:00 a.m.	Budget Workshop
~~**July 14**~~	~~Tuesday~~	~~10:00 a.m.~~	~~Budget Workshop~~
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	4:00 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 20	Tuesday	3:00 p.m.	Fire Rescue Services Workshop
October 27	Tuesday	1:00 p.m.	TMH Community Health Needs Assessment Workshop
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 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.*
May 2026	Tuesday 12	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	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

Month	Day	Time	Meeting Type
June 2026 (cont.)	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	10:00 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	Thursday 2	Offices Closed	INDEPENDENCE DAY OBSERVED
	Friday 3	Offices Closed	INDEPENDENCE DAY OBSERVED
	Monday 6	Offices Closed	INDEPENDENCE DAY OBSERVED
	Tuesday 14	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*
	Wednesday 29 – Saturday 1		*National Urban League Annual Conference* *Nashville, TN*
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*
	Wednesday 16 – Sunday 20		*Congressional Black Caucus Annual Legislative Conference – Washington D.C.*
	Tuesday 22	4:00 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

Month	Day	Time	Meeting Type
September 2026 (cont.)	Thursday 24	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
**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~~ - **CANCELLED** ~~Tallahassee City Hall, Commission Chambers~~
		3:00 pm	Fire Rescue Services Workshop Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Tuesday 27	1:00 pm	TMH Community Health Needs Assessment Workshop Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
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
	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.

The 2026 Calendar may be updated periodically based on Board direction.

Citizen Committees, Boards, and Authorities

Current and Upcoming Vacancies

CURRENT VACANCIES

Advisory Committee for Quality Growth
Board of County Commissioners (6 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 (2 appointments)

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

Board of Adjustments & Appeals
City Commission (4 appointments)

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

CareerSource Capital Region Board
Board of County Commissioners (2 appointments)

Code Enforcement Board
County Commissioner – District IV: Brian Welch (1 appointment)

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 Educational Facilities Authority
Board of County Commissioners (1 appointment)

Leon County Research & Development Authority
Board of County Commissioners (3 appointments)

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

Science Advisory Committee
County Commissioner – District III: Rick Minor (1 appointment)

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

FUTURE VACANCIES

October 31, 2026

Tourist Development Council
Board of County Commissioners (2 appointments)

December 31, 2026

Animal Classification Committee
Board of County Commissioners (2 appointments) – Licensed Veterinarian
Board of County Commissioners (3 appointments)

Audit Advisory Committee
Board of County Commissioners (2 appointments)
Clerk of Court (3 appointments)

Library Advisory Board
County Commissioner – District I: Bill Proctor (1 appointment)
County Commissioner – District V: David O'Keefe (1 appointment)
County Commissioner – At-Large II: Nick Maddox (1 appointment)

Leon County
Board of County Commissioners

Notes for Agenda Item #1

Leon County Board of County Commissioners

Agenda Item #1

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Minutes: July 14, 2026 Regular Meeting, August 17, 2026 Public Hearing, and August 31, 2026 Special 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, 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: July 14, 2026 Regular Meeting, August 17, 2026 Public Hearing, and August 31, 2026 Special Meeting.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Approve the minutes of July 14, 2026 Regular Meeting, August 17, 2026 Public Hearing, and August 31, 2026 Special Meeting.

Attachments:

1. July 14, 2026 Regular Meeting Minutes
2. August 17, 2026 Public Hearing Minutes
3. August 31, 2026 Special Meeting Minutes

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
July 14, 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 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was provided by Reverend Dr. Robert Gibbs, Retired United Methodist Clergy.

The Pledge of Allegiance was provided by Commissioner Minor.

Commissioner Minor moved, seconded Commissioner Maddox, to permit Commissioner Welch to participate telephonically.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

AWARDS AND PRESENTATIONS

- Proclamation Recognizing Legal Services of North Florida's 50th Anniversary
    - Commissioner Cummings presented a proclamation recognizing the 50th anniversary of Legal Services of North Florida. She commended the organization for its dedicated service and continued commitment to its mission of ensuring equal justice under the law.
    - Leslie Powell–Boudreaux thanked Commissioner Cummings and the Board for their continued support. She noted that Legal Services of North Florida began serving the community 50 years ago, highlighted the organization's work, and recognized members of its team who were in attendance.
- 2026 Neighborhood Recognition Program
    - Chairman Caban presented the awards for the 2026 Neighborhood Recognition Program.
    - The Avondale Neighborhood Association was recognized as the 2026 Small Neighborhood of the Year. A representative thanked the Board and acknowledged the association's Board of Directors and President Oliva Jordan. Commissioner O'Keefe commended the Avondale neighborhood for its accomplishments.
    - The Griffin Heights Neighborhood Association was recognized as the 2026 Large Neighborhood of the Year. A representative expressed appreciation for the honor and acknowledged the support that contributed to the association's success.
    - The Highgrove Homeowners Association was recognized as the 2026 Unincorporated Neighborhood of the Year. A representative thanked the Board and Commissioner Welch for their recognition. He highlighted the association's people-first approach and its participation in community initiatives, including a food drive.

- Michelle Olson of the Lafayette Oaks community was recognized as the 2026 Neighbor of the Year. Ms. Olson stated that although she had lived in the community for only one year, she immediately became involved and began working to assist her neighbors.
- Chairman Caban commended the honorees for their commitment to strengthening their neighborhoods and the broader community.
- Commissioner Cummings congratulated all the honorees and offered special recognition to Ms. Olson, who resides in her neighborhood. She thanked the recipients for looking out for their neighbors and stated that their efforts make Leon County a stronger community.
- Commissioner Proctor congratulated the honorees and expressed pride in the Griffin Heights neighborhood. He also offered remarks to Mr. Simms regarding the Avondale neighborhood.
- Commissioner Cummings congratulated all the neighborhood honorees and offered special recognition to Ms. Olson, who resides in her neighborhood. She thanked the recipients for looking out for their neighbors and stated that Leon County is a better community because of their efforts.
- Commissioner Proctor congratulated all the honorees and expressed particular pride in the Griffin Heights neighborhood. He also offered remarks to Mr. Simms regarding the Avondale neighborhood.
- Commissioner Maddox stated that perception does not always reflect reality, noting that despite some perceptions of Griffin Heights, the neighborhood was selected as the 2026 Large Neighborhood of the Year. He also recognized the work of the Highgrove Homeowners Association, commended Ms. Olson for being named Neighbor of the Year after residing in the community for only one year, and thanked Danielle Woods for her continued service.
- Commissioner Minor stated that Leon County's strong neighborhoods are among the reasons it is a great community. He thanked the award recipients, as well as the residents who were not recognized, for remaining active and engaged in their neighborhoods.
- Commissioner Welch offered special recognition to the Highgrove Homeowners Association.

- Commissioner Proctor recognized the summer interns assigned to his office and thanked them for their time and service to Leon County.

Citizens to be Heard on CONSENT AND Non-Agendaed Items

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

The following speaker provided virtual public comment:

- Susan Gill, 2213 Mulberry Blvd., representing Moms Demand Action for Gun Sense in America, spoke in opposition to the proposed revisions to the Library Policy concerning firearms in public facilities.

The following speakers provided in-person public comments:

- Max Epstein, 1001 San Luis Road, presented information regarding the impaired condition of Lake Munson and expressed concern about the lack of communication from County staff on the matter. He requested that an agenda item be scheduled in August to allow further discussion by the Board.

- Douglas Hahn, 2072 Florida Avenue, spoke in opposition to the proposed revisions to the Library Policy concerning firearms in public facilities.
- Sara Reid Vinyard, 1413 Highland Drive, expressed support for establishing a film incentive program in Leon County and highlighted the benefits experienced by other Florida communities with similar programs.
- Angelina Lashay, 3070 Mission Road, provided a document to the Board and addressed housing needs within the community. She expressed concern that the Tallahassee Housing Authority was not properly evaluating income eligibility requirements for program participants and requested that the Board conduct an audit of the related records.
- Mr. Stanley Sims, 1320 Avondale Way, expressed concern regarding local media articles that he characterized as attacks against certain political candidates. He requested that the Board refrain from providing additional funding to media outlets that engage in such practices. He also commented on the fire services fee issue involving the City of Tallahassee.

The following 15 speakers provided in-person public comments in opposition to the use of Flock cameras:

- Tim Stadlmueller, 911 Pow Wow Trail
- Devin Nobles, 1211 Athens Court
- Phillip Jackson, 3164 Whirlaway Trail
- Jonathan Gardner, 3687 Donavan Drive
- Nicholas Carlstedt, 411 Cambridge Drive
- Jackson Nolder, Tallahassee, FL
- Elijah Rodriguez, no address listed
- Addis Defazio, 1371 Stone Road
- Carl Braxton II, 2614 W. Tennessee Steet
- Daniel Cobbey, 1325 W. Tharpe Street
- Azariah Richardson, 1911 T- Pain Lane
- Alexandria O'Connell, 313 Pauls Drive, who also expressed support for establishing a film incentive program in Leon County
- Mason Beagle, 525 Collins Drive
- Darryl Alfred, 814 W. Tharpe Street, candidate for City Commission Seat 3
- Jade DiGirolamo, address exempt

CONSENT

Commissioner Maddox moved, seconded by Commissioner Minor, to approve the Consent Agenda, as presented, with the exception of Items #4 and #11, which were pulled for discussion.

The motion carried 7 – 0.

1. Minutes: May 12, 2026 Regular Meeting

The Board approved Option #1: Approve the minutes of May 12, 2026 Regular Meeting.

2. Payment of Bills and Vouchers

The Board approved Option #1: Approve the payment of bills and vouchers submitted for July 14, 2026, and the pre-approval of payment of bills and vouchers for the period of July 15, 2026, through September 14, 2026.

3. Acceptance of the U.S. Department of Homeland Security, Florida Division of Emergency Management Grant Award on behalf of the Leon County Supervisor of Elections

The Board approved Options #1 and #2:

Option #1: Accept the U.S. Department of Homeland Security, Florida Division of Emergency Management Grant Award in the amount of $127,250 and authorize the County Administrator to execute the Grant Agreement, including any future modifications, subject to legal review by the County Attorney; and authorize the Leon County Supervisor of Elections Office to realize and spend the funds in accordance with the Grant Agreement; and

Option #2: Approve the Resolution and associated Budget Amendment realizing the $127,250 into the FY 2026 budget.

4. PULLED-Acceptance of Multiple Grants on behalf of the Leon County Sheriff's Office

5. Ratification of the Library Services and Technology Act America250 Grant and Acceptance of the Florida Humanities America250 Book Collection Grant

The Board approved Options #1 through #3:

Option #1: Ratify the execution of the Agreement to accept the FY 2025 – 2026 Library Services and Technology Act America250 Grant and authorize the County Administrator or designee to approve and execute all documents and agreements related to the grant funded project, including any modifications, amendments, or associated agreements, all subject to legal review and revision by the County Attorney;

Option #2: Accept the Florida Humanities America250 Book Collection Grant and authorize the County Administrator or designee to approve and execute all documents and agreements with Florida Humanities, including any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney; and

Option #3: Approve the Resolution and associated Budget Amendment realizing the $5,055 into the FY 2026 budget.

6. Acceptance of a Florida Department of Health Emergency Medical Services Matching Grant

The Board approved Options #1 and #2:

Option #1: Accept the Florida Department of Health Emergency Medical Services Matching Grant for a total of approximately $13,648, and authorize the County Administrator to approve and execute all documents and agreements related to the grant funded project, Board of County Commissioners Regular Public Meeting Follow-Up July 14, 2026 Page 4 including any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney; and

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

7. Florida Department of Agriculture and Consumer Services Arthropod / Mosquito Control State Aid

The Board approved Options #1 through #3:

Option #1: Approve the Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid and authorize the Chairman to execute it;

Option #2: Authorize the County Administrator to execute the associated Mosquito Control State Aid Agreement, when received from the Florida Department of Agriculture and Consumer Services, and approve and execute any modifications, amendments or associated agreements thereto, all subject to legal review and revision by the County Attorney; and

Option #3: Approve the Resolution and associated Budget Amendment Request realizing $31,562 into the County budget from the Florida Department of Agriculture and Consumer Services for the Mosquito Control Program.

8. Commissioner Appointments to the Code Enforcement Board and the Water Resources Committee

The Board approved Options #1 through #5:

Option #1: Ratify Chairman Caban's reappointment of Carson Rowe to the Code Enforcement Board for a three-year term ending July 31, 2029;

Option #2: Ratify Commissioner Cummings' reappointment of Dr. Jesse Jackson to the Code Enforcement Board for a three-year term ending July 31, 2029;

Option #3: Ratify Commissioner Maddox's reappointment of Willie Vann to the Code Enforcement Board for a three-year term ending July 31, 2029;

Option #4: Ratify Chairman Caban's reappointment of Danielle Irwin to the Water Resources Committee for a four-year term ending July 31, 2030; and

Option #5: Ratify Commissioner Welch's reappointment of Brandon Boyd to the Water Resources Committee for a four-year term ending July 31, 2030.

9. Fiscal Year 2027 State Housing Initiatives Partnership Funding

The Board approved Option #1: Approve the proposed expenditures for the FY 2027 State Housing Initiatives Partnership allocation and authorize the County Administrator to realign funds within the State Housing Initiative Partnership program when necessary to maximize opportunities to increase or preserve affordable housing and meet minimum State Housing Initiatives Partnership expenditure requirements.

10. Request to Schedule a Workshop on the Tallahassee Memorial HealthCare 2025 Community Health Needs Assessment with Healthcare Partners Appointments to the Code Enforcement Board and the Water Resources Committee

The Board approved Option #1: Schedule a Workshop on the Tallahassee Memorial HealthCare 2025 Community Health Needs Assessment with healthcare partners for Tuesday, October 27, 2026, at 1:00 p.m.

11. PULLED – Proposed Revisions to Library Policies

12. Approval of a County Film and Television Incentive Program

The Board approved Options #1 through #4:

Option #1: Approve the establishment of a County Film and Television Incentive Program as a three-year pilot (FY 2026 – FY 2028) with an annual appropriation of $125,000 from Tourist Development Tax revenue, consistent with the County's adopted Tourist Development Plan;

Option #2: Direct staff to develop, finalize and implement the Film and Television Incentive Program framework, including eligibility standards, the method for scoring applications on tourism marketing value, mandatory tourism marketing deliverables, distribution to

TV/media platforms, and recognized categories of qualifying production expenditure with input from the Tourist Development Council;

Option #3: Authorize the County Administrator to approve and execute agreements with qualifying productions under the Film and Television Incentive Program, and any modifications or amendments thereto, in a form approved by the County Attorney, consistent with the design elements established by this item and the Program framework finalized by staff; and

Option #4: Approve the Resolution and associated Budget Amendment.

13. Reconsideration of a Resolution to Place the School Capital Outlay Surtax Referendum on the 2026 General Election Ballot on behalf of the Leon County School Board

The Board approved Option #1: Adopt the Resolution repealing and replacing the May 12, 2026, Resolution, and direct the placement of the revised question to impose the 0.5 percent Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot.

Procurements:

14. Award of Continuing Services Contracts to Capital Asphalt, Inc. and Peavy & Son Construction Co., Inc. for Asphaltic Concrete Materials and Services

The Board approved Option #1: Approve the award of continuing services contracts for Asphaltic Concrete Materials and Services to Capital Asphalt, Inc., and Peavy & Son Construction Co., Inc., and authorize the County Administrator to execute the Agreements, and any amendments thereto, subject to legal review by the County Attorney.

Status Reports:

15. Status Report on the Florida Department of Health in Leon County

The Board approved Option #1: Accept the status report on the Florida Department of Health in Leon County.

16. Status Report on Programs and Services for Homeless Women and Children, and Contract Extension with Big Bend Homeless Assistance Continuum of Care, Inc. d/b/a Big Bend Continuum of Care

The Board approved Options #1 and #2:

Option #1: Accept the status report on programs and services to assist women experiencing homelessness; and

Option #2: Authorize the County Administrator to approve and execute any necessary modifications, amendments, or associated agreements with Big Bend Homeless Assistance Continuum of Care, Inc. d/b/a Big Bend Continuum of Care, related to previously allocated American Rescue Act Plan dollars for homeless services, all subject to legal review and revision by the County Attorney.

17. Semiannual Status Report Regarding Curbside Collection Service Provided by Waste Pro of Florida, Inc.

The Board approved Option #1: Accept the semiannual status report regarding curbside waste collection service provided by Waste Pro of Florida, Inc.

Consent Items Pulled for Discussion

Item #4 - Acceptance of Multiple Grants on behalf of the Leon County Sheriff's Office

- This item was pulled from Consent by Chairman Caban.

Commissioner Maddox moved, seconded by Chairman Caban, to approve Options #1 through #3 as amended to remove the use of any funding for Flock cameras.

- Commissioner Proctor asked who oversees U.S. Immigration and Customs Enforcement (ICE) and expressed concern regarding the potential uses and limitations of Flock camera technology. He also asked what authority the Board possessed to evaluate or deny funding requested on behalf of constitutional officers. He stated for the record that he opposed the use of Flock cameras and expressed support for the motion.
- Commissioner Maddox asked several questions of staff from the Leon County Sheriff's Office (LCSO) regarding the proposed grant funding. Ms. Elise Gann, representing LCSO, provided information regarding the grant and its proposed use. Commissioner Maddox noted that an agenda item addressing the legal use of Flock cameras in Leon County would return to the Board. He clarified that the motion would remove funding for Flock cameras in Leon County and the surrounding counties included in the grant request.
- Vice-Chairman O'Keefe acknowledged the concerns raised by the public speakers and expressed support for the motion.
- Commissioner Cummings expressed support for the motion and requested clarification regarding the disposition of the grant funds if the request was not approved as presented. She also discussed potential next steps following the return of the agenda item, including the possibility of scheduling a workshop, and thanked the citizens who addressed the Board.
    - Elise Gann, Senior Executive Director / Chief Financial Officer (CFO), explained that the grant request would be revised in accordance with the Board's action and returned to the Domestic Security Oversight Council for consideration and reallocation to another eligible purpose.
- Chairman Caban stated that he had requested an agenda item regarding Flock cameras at the Board's May meeting and that the item was scheduled to be returned in September with information regarding their legal use. He expressed support for law enforcement while also raising concerns about the cameras, their use, and their potential impact on individual privacy. He encouraged the public to remain engaged until the matter returned to the Board.
- Commissioner Maddox reiterated that the motion removed all proposed funding for Flock cameras, not only in Leon County but also in the surrounding counties included in the grant request.
    - County Administrator Long stated that, based on the Board's direction, staff would coordinate with the Leon County Sheriff's Office to determine how the funds would be reallocated.
    - Ms. Gann confirmed that the grant request would be revised in accordance with the motion and presented to the Domestic Security Oversight Council for consideration and reallocation to another eligible purpose.

  The following speakers provided in-person comment:
    - Evan Dunlap, no address listed, spoke in opposition to the use of Flock cameras in Leon County and discussed vulnerabilities of these cameras.

- Catherine Fidd, 1613 Airport Drive, spoke with concerns regarding Flock cameras and Flock drones. She offered comments regarding Agenda Item #20 and noted opposition to the annexation.
- Uriel Gottschalu, 218 Broward Street, spoke in opposition to the use of Flock cameras in the community.

Commissioner Maddox moved, seconded by Chairman Caban, to approve Options #1 through #3 as amended:

Option #1: Authorize the Leon County Sheriff's Office to realize and spend $1,600,007 from the State Homeland Security Grant Program to support the acquisition of law enforcement equipment (with the exception of the purchase of license plate reader trailers), specialized training, and salary and benefits for the Fusion Center Analyst position, and authorize the Leon County Sheriff's Office to realign the $440,000 previously allocated for license plate reader trailers to another funding category in coordination with the Regional Domestic Security Task Force;

Option #2: Authorize the Leon County Sheriff's Office to realize and spend $371,459 from the State Homeland Security Grant Program for equipment and infrastructure enhancements to the Florida Public Safety Institute; and

Option #3: Authorize the Leon County Sheriff's Office to realize and spend $68,000 from the Florida Department of Law Enforcement for the support of a Critical Infrastructure Specialist Position.

The motion carried 7-0.

Item #11 - Proposed Revisions to Library Policies

County Administrator Long introduced this item.

- This item was pulled from Consent by Vice-Chairman O'Keefe.

  The following speaker provided in-person public comment:
  - Maisa Mims, 1832 Jackson Bluff, expressed concerns regarding the proposed revisions to the Library Policy.

Vice-Chairman O'Keefe moved, seconded by Commissioner Cummings, to approve Option #1 for discussion: Approve revisions to Policy No. 19-7, "Eligibility for Library Cards", Policy No. 22-1, "Loan of Library Materials and Equipment"; Policy No. 21-3, "Library Code of Conduct"; and Policy No. 01-07, "Reservable Spaces - Library", amended to exclude changes to 16 and 17.

- Vice-Chairman O'Keefe noted that one of the proposed policy revisions addressed firearms in library facilities and requested clarification regarding the legal requirements associated with the change. He also asked whether legislation had been proposed during the most recent Legislative Session to address the matter.
  - County Attorney Chasity O'Steen explained that the County could not legally prohibit the open carry of firearms in public libraries and noted that counties could face significant penalties for attempting to do so.
  - Ms. Nicki Hatch stated that several bills had been filed to address the issue; however, none were heard by a legislative committee. She affirmed that the matter would remain a high priority for the County's legislative team during the upcoming Legislative Session.
- Vice-Chairman O'Keefe requested additional clarification regarding the applicable fines and proposed policy changes. County Administrator Long asked Ms. Pamela Monroe, Director of Library Services, to respond, and Ms. Monroe answered questions from the Board.

- Vice-Chairman O'Keefe expressed concern that the proposed revisions could make it more difficult for 16- and 17-year-old patrons to borrow library materials. He suggested retaining the existing policies applicable to patrons within that age group.

Vice-Chairman O'Keefe, seconded by Commissioner Proctor, amended his motion to approve Option #1, removing the proposed policy changes related to 16- and 17-year-old patrons.

- Commissioner Maddox thanked Vice-Chairman O'Keefe for offering the amendment and asked whether a policy could be developed to reduce the risk of delinquent accounts and damage to library materials. He also requested clarification regarding the library card application process.
    - Ms. Pamela Monroe, Director of Library Services, explained that applicants must complete an application and provide proof of Leon County residency, subject to certain exemptions.
- Commissioner Maddox suggested providing an educational component for 16- and 17-year-old applicants to emphasize the importance of returning materials timely and avoiding damage to County property.
- Commissioner Minor expressed support for protecting library resources while maintaining access for patrons ages 16 and 17. He suggested requiring a parent or legal guardian to accept responsibility when patrons within that age group borrow the library's most expensive items.
- Commissioner Minor offered a substitute motion, seconded by Chair Caban, to approve Option #1, as amended, requiring a parent or legal guardian to accept responsibility for the most expensive library assets checked out by patrons ages 16 and 17.
- Commissioner Cummings requested information regarding library fines and expressed concern about restricting library card access for 16- and 17-year-old patrons. Ms. Monroe provided information regarding the applicable fines.
- Commissioner Minor explained that his substitute motion was intended as a proactive measure to protect library resources.
- Commissioner Proctor stated that the library should not be a punitive environment.
- Commissioner Welch commented that potential property tax changes and resulting funding shortfalls could affect the continued operation of libraries. He expressed support for maintaining the existing policies but stated that he could support the substitute motion if the Board elected to proceed with the proposed changes.
- Commissioner Cummings asked whether patrons with delinquent accounts were provided an opportunity to return materials and have their fines waived. She also requested information regarding the library's current collection process.
    - Ms. Monroe explained that the library offers patrons a one-time waiver, as well as payment plans for higher fines and fees. She added that Leon County had not collected fines or fees exceeding $100 from delinquent library patrons since 2020.
- Vice-Chairman O'Keefe asked about the funding sources used to acquire the library's most expensive resources.
    - Ms. Monroe stated that the items had been acquired through a combination of grant funding, County funds, and donations from the Friends of the Library.

Commissioner Minor made a substitute motion, seconded by Chairman Caban, to approve Option #1, as amended, requiring an adult or guardian to accept responsibility for 16- and 17-year-olds checking out the most expensive assets available from the library.

The motion failed 3 – 3 with Commissioner Maddox, Commissioner Cummings, and Vice-Chairman O'Keefe in opposition and Commissioner Proctor out of Chambers.

Vice-Chairman O'Keefe moved, seconded by Commissioner Cummings, to approve Option #1 as amended: Approve revisions to Policy No. 19-7, "Eligibility for Library Cards"; Policy No. 22 1, "Loan of Library Materials and Equipment"; Policy No. 21-3, "Library Code of Conduct"; and Policy No. 01-07, "Reservable Spaces – Library", removing any proposed changes to policies affecting 16- and 17-year-olds' library card eligibility.

The motion carried 7 – 0.

The Board recessed at 5:34 p.m. The Board resumed at 6:03 p.m. with the Public Hearings.

General Business

18. Ratification of Board Actions Taken at the June 16, 2026 Fiscal Year 2027 Budget Workshop

County Attorney O'Steen stated that this item seeks ratification of Board actions taken at the June 16, 2026, Budget Workshop, regarding the development of the Fiscal Year (FY) 2027 Tentative Budget. This item also provides more information on FY 2027 discretionary funding impacted by Senate Bill (SB) 1134, additional information requested by the Board during the workshop, and information on the detailed, systematic, and phased implementation plan and timeline to guide the Board's decision making on the financial and organizational restructuring of County government should voters approve the property tax amendment in November.

The following speakers provided in-person comment:

- Dr. Jazmyne Bryant, representing the Oasis Center for Women and Girls, thanked the Board for its efforts to continue funding for the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG). Dr. Bryant did not provide an address.
- Stephanie Shumate thanked the Board and County staff for coordinating efforts to ensure the CSWG's compliance with Senate Bill 1134 and its continued eligibility to receive funding for services provided to the community. Ms. Shumate did not provide an address.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Option #1 (b – j).

- Commissioner Proctor requested information regarding the Medical Examiner's Office and how its operations are compared with those in Jacksonville and other jurisdictions. He expressed concern about whether the Leon County Morgue was recovering its total operating costs.
    - Roshaunda Bradley, Director of the Office of Management and Budget, clarified that the total cost of operating the Leon County Morgue was fully funded and that no funding shortfall existed.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Option #1 (b – j).

Option #1: Ratify the direction provided by the Board during the June 16, 2026 FY 2027 Budget Workshop, including:

a. Accept the overview of the FY 2027 Preliminary Budget.

b. Approve the funding of fee rate studies for the Stormwater non-ad valorem assessment and Development Support & Environmental fees as reflected in the Resolution and Budget Amendment.

c. Approve the advance funding of capital projects in FY 2026 as reflected in the Resolution and Budget Amendment.

d. Approve the District Medical Examiner Fees Schedule.

e. Accept the FY 2026 annual status report and recommendations on the Sidewalk Program implementation.

f. Accept the status report on the FY 2022 – FY 2026 Strategic Plan.

g. Approve the Service & Advisory Model (Model 2) for arts and cultural programming

h. Establish the maximum countywide millage rate for FY 2027 at 8.3144.

i. Establish the maximum Emergency Medical Services (EMS) Municipal Services Taxing Unit for FY 2027 at 0.75 mills.

j. Approve proclamations to be presented to Maya Sargent, WTXL/ABC 27 and the Legal Services of North Florida.

The motion carried 7-0.

Commissioner Minor moved, seconded by Commissioner Cummings, to approve Option #1(a).

- Commissioner Maddox recused himself from voting on this option due to a conflict related to his employment.
- Commissioner Minor emphasized the importance of working with organizations affected by Senate Bill 1134 to help them comply with the new law before January 1, 2027, while continuing to fund the essential services they provide to the community.
- Commissioner Proctor commended staff for their work in developing the proposed line-item budget.
- Vice-Chairman O'Keefe requested clarification regarding funding for the affected organizations beginning with the new fiscal year in October.
    - County Administrator Long confirmed that the proposed budget included funding for the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG) beginning in the new fiscal year.
- Commissioner Cummings requested clarification regarding other organizations that might need to amend their missions to comply with Senate Bill 1134.
    - County Attorney O'Steen explained that staff were working with all organizations potentially affected by the legislation to determine their intentions and ability to comply with the new requirements and remain eligible for future County funding. She also reiterated the statutory restrictions applicable to the Board's discussion of matters scheduled to appear on the General Election ballot.
- Commissioner Proctor emphasized the importance of citizens speaking out against governmental actions when they believe laws are unjust.

- Commissioner Minor noted that the CSWG's current contracts with the City and County would expire on September 30, 2026. He requested that County staff coordinate with CSWG staff to prevent any interruption in funding or services.

Commissioner Minor moved, seconded by Vice-Chairman O'Keefe, to approve Option #1(a). Option #1: Ratify the direction provided by the Board during the June 16, 2026 FY 2027 Budget Workshop, including: a. Accept the overview of the FY 2027 Preliminary Budget.

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

Commissioner Minor moved, seconded by Vice-Chairman O'Keefe, to approve Option #2: Schedule the first and only public hearing to consider an ordinance amending the Leon County Tourist Development Plan, incorporated within Chapter 11, Section 11-710, Leon County Code for September 15, 2026, at 6:00 p.m.

The motion carried 6 – 0, with Commissioner Maddox out of Chambers.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option #3, providing a 4% pay raise across the board.

- Commissioner Proctor asked whether the current budget could support a 5% across-the-board pay increase for County employees.
    - County Administrator Long deferred to Ms. Roshaunda Bradley, Director of the Office of Management and Budget, regarding the availability of funding. Ms. Bradley explained that a 4% across-the-board pay increase could be funded without using reserves; however, a 5% increase would require the use of reserves.
- Commissioner Minor reiterated his support, expressed over several years, for performance-based pay increases using the County's existing employee evaluation tools.
- Commissioner Welch expressed support for performance-based pay increases but cautioned that the proposed property tax changes could significantly affect the County's budget in the near future.
- Commissioner Cummings thanked Commissioner Proctor for his continued advocacy for County employees through proposals for pay increases. She stated that a 4% across-the-board increase would eliminate the potential for supervisory bias that could affect individual employees under a performance-based approach.
- Further discussion occurred with each of the Commissioners commending County employees for their hard work, dedication, and commitment to providing quality services to Leon County residents.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option #3, providing a 4% across-the-board pay raise for all Leon County Government and Constitutional Officer employees in the FY 2027 Tentative Budget.

The motion carried 4 – 3, with Commissioner Minor, Commissioner Welch, and Vice-Chairman O'Keefe in opposition.

19. Voluntary Annexation of Three Parcels Totaling 18.58 +/- Acres Located at Capital Circle Southeast and Tram Road

County Administrator Long introduced this item, explaining that it seeks Board authorization to submit formal objections to the voluntary annexation petition from property owner Jeffery Phipps, on behalf of Orchard Pond, LLC, for five parcels totaling

1,741.9 +/- acres located north of Gardner Road and west of N. Meridian Road in northern Leon County. As required by *The Interlocal Agreement Between the City of Tallahassee and Leon County for Annexation Procedures* (IAAP), this voluntary annexation petition is being brought to the Board prior to the City Commission's public hearing tentatively scheduled for September 9, 2026. This analysis finds that the proposed annexation warrants formal objection proceedings under Section 3 of the IAAP, and this item seeks Board authorization to file formal objections with the City, engage in meet-and-confer discussions with City administration, and, if unresolved, proceed to mediation.

The following speaker provided in-person comment:

- Robert Volpe, 119 S. Monroe Street, appearing on behalf of the applicant, stated that the property was located well within the City and that the request would not interfere with the provision of City services. He requested that the Board approve Option #2.

Commissioner Maddox moved, seconded by Commissioner Minor, to waive the rules requiring a motion prior to Board discussion on this item.

The motion carried 7 – 0.

- Commissioner Maddox inquired whether the basis for objecting to this item was the same as that for Item #20. He stated that his position in previous annexation matters had been that the Board lacked authority to object to when all statutory requirements were satisfied. However, because this request did not satisfy all statutory requirements, he expressed support for staff's recommendation to object.
    - County Attorney O'Steen explained that the two items were similar; however, Item #20 involved multiple enclaves, while Item #19 involved a single enclave.

Vice-Chairman O'Keefe moved, seconded by Commissioner Minor, to approve Option #1: Find that the proposed voluntary annexation petition of Parcels # 31-21-20-601-000-0; 31-21-20-611 000-0; and 31-21-20-607-000-0 owned by Mossy Head, LLC, located at the intersection of Tram Road and Capital Circle Southeast, warrants an objection as to statutory compliance with the reasonable compactness requirements of Section 171.044, Florida Statutes; authorize the County Attorney's Office, in coordination with the County Administrator, to file formal objections with the City; and authorize the County Administrator and/ or his designees to meet and confer with City administration and, if unresolved, proceed to mediation in accordance with the Interlocal Agreement Between the City of Tallahassee and Leon County for Annexation Procedures.

The motion carried 7 – 0.

20. Voluntary Annexation of Five Parcels Totaling 1,741.9 +/- Acres Located North of Gardner Road and West of N. Meridian Road in Northern Leon County

County Administrator Long introduced this item, explaining that it seeks Board authorization to submit formal objections to the voluntary annexation petition from property owner Jeffery Phipps on behalf of Orchard Pond, LLC, for five parcels totaling 1,741.9 +/- acres located north of Gardner Road and west of N. Meridian Road in northern Leon County. As required by *The Interlocal Agreement Between the City of Tallahassee and Leon County for Annexation Procedures* (IAAP), this voluntary annexation petition is being brought to the Board prior to the City Commission's public hearing tentatively scheduled for September 9, 2026. This analysis finds that the proposed annexation warrants formal objection proceedings under Section 3 of the IAAP, and this item seeks Board authorization to file formal objections with the City, engage in meet-

and-confer discussions with City administration, and, if unresolved, proceed to mediation.

The following speaker provided virtual comment:

- Stephen Martin, 2625 Stonegate Drive, commented on the property and the applicable zoning regulations. He encouraged the Board to remain steadfast in protecting unincorporated areas and expressed support for the proposed objection to the annexation.

The following speakers provided in-person public comments in support of the proposed annexation:

- Gary Hunter, 119 S. Monroe Street, appearing on behalf of Orchard Pond, LLC, and representing the applicant, expressed disagreement with the County Attorney's legal interpretation. He defended the proposed annexation of the Phipps property.
- Ian Phipps, 2033 Clippys Lane, discussed the Phipps family's 90-year history of land conservation efforts in Leon County.

The following eleven speakers provided in-person public comments in opposition to the annexation:

- City Commissioner Jeremy Matlow expressed support for the Board's previous decision not to expand the Urban Services Area to include the subject property and for the proposed objection based on the legal issues identified by County staff. He emphasized the importance of continued coordination between the City and County on annexation and land-use matters.
- Vivian Young, 1000 Friends of Florida, 411 Oakland Avenue, stated that the organization had advocated responsible growth for 40 years. She emphasized the fiscal implications of growth and urged the Board to approve staff's recommendation, Option #1.
- Sophie Waungne-Speer, 704 Dinipar Circle, Friends of Lake Jackson, commented that annexation should concern all residents and urged the Board to vote in favor of Option #1.
- Ben Naselius, Tall Timbers, 724 Pointe Court, urged the Board to support staff's recommendation, Option #1, and commented on negative impacts that could result from development.
- Alexandria O'Connell, Tallahassee
- Lynn Takacs, 2133 Miller Landing Road
- Jo Jenkins, 1701 West Pensacola
- Eric Draper, 3627 Dexter Lane
- Jeff Takacs, 2133 Miller Landing Road
- Tim Stadlmueller, 911 Pow Wow Trail
- Uriel Gottschalu, 218 Broward Street

Commissioner Minor moved, seconded by Commissioner Cummings, to approve Option #1.

- Commissioner Minor thanked the Phipps family for its longstanding legacy of land conservation in Leon County. He stated that the Board was responsible for evaluating each agenda item based on the merits and validity of the specific information presented.
- Vice-Chairman O'Keefe thanked County staff for providing detailed information regarding the proposed annexation.

- Commissioner Welch expressed support for objecting to the annexation and acknowledged that the City of Tallahassee would ultimately decide the request. He noted environmental considerations that could support annexation and inclusion within the Urban Services Area, including reducing the potential use and environmental impact of septic systems associated with future development.
- Commissioner Maddox asked how the annexation could proceed despite the County's objection.
    - County Attorney O'Steen outlined the annexation process and explained the available avenues through which the request could continue.

Commissioner Minor moved, seconded by Commissioner Cummings, to approve Option #1: Find that the voluntary annexation petition of Parcels #24-02-20-401-000-0; 24-01-20-401-000-0; 24-11-20-002-000-0; 24-13-20-002-000-0; and 14-18-20-206-000-0 owned by Orchard Pond, LLC, located north of Gardner Road and west of N. Meridian Road in northern Leon County, warrants objections as to statutory compliance with the contiguity and reasonable compactness requirements of section 171.044, Florida Statutes; authorize the County Attorney's Office, in coordination with the County Administrator, to file formal objections with the City; authorize the County Administrator, and/ or his designees to meet and confer with City administration; and, if unresolved, proceed to mediation in accordance with The Interlocal Agreement Between the City of Tallahassee and Leon County for Annexation Procedures.

The motion carried 7 – 0.

21. Report Regarding Data Centers and Consideration of a Moratorium

County Administrator Long introduced this item. It provides information, including a legal analysis, regarding data centers and information relevant to the consideration of a one-year moratorium as directed by the Board at the June 9, 2026, meeting.

The following speakers provided in-person public comment:

- Tiffany Hill, 1401 Lola Drive, spoke in opposition to data centers in Leon County due to impacts to utilities, water use, and an increase in noise with these types of facilities.
- Alexandia O'Connel, 313 Pauls Drive, noted opposition to data centers and spoke in support of Option #2.
- Nic Zateslo, candidate for Congress, spoke on the importance of protecting the land and residents from data centers.
- Tim Stadlmueller spoke in opposition to data centers.

Commissioner Maddox moved, seconded by Commissioner Minor, to approve Option #2.

- Commissioner Maddox stated that there was an appropriate time and place for data centers. He expressed opposition to locating data centers in most areas of Leon County but noted that the proposed 12-month moratorium would provide staff and the Board an opportunity to further study the issue and determine whether any locations within the County might be suitable for such facilities.
- Commissioner Proctor suggested extending the proposed moratorium to 18 months, noting that the extension would provide the Board through the end of 2027 to evaluate the issue and reach an informed decision. He requested a friendly amendment to extend the moratorium from 12 to 18 months.

The friendly amendment was accepted by both the motion maker and the seconder.

- Vice-Chairman O'Keefe stated that the Board's decision regarding data centers would have long-term implications for future Leon County residents and Boards of County Commissioners.
- Commissioner Cummings expressed support for the amendment to the motion and noted that rural communities could be particularly susceptible to the impacts of data center development. She stated that data centers were a significant topic of discussion at the recent Florida Association of Counties Annual Conference, where counties considered regulatory approaches addressing noise, building size, and other potential impacts on surrounding communities.
- Chairman Caban asked whether staff would research the issue and present its findings to the Board before the proposed moratorium expired.
    - County Administrator Long confirmed that staff would conduct the requested research and present an agenda item containing recommendations for the Board's consideration before the moratorium expired.
- Commissioner Welch stated that the lack of economic development opportunities was a significant challenge for Leon County's economy. He expressed interest in learning more about whether data centers could promote economic growth and prosperity while having minimal impacts on the community. He supported the moratorium to allow time for additional information to be gathered.
- Chairman Caban concurred with Commissioner Welch's comments, thanked staff for the timely preparation of the agenda item, and stated that he looked forward to continued discussion of the issue.
- Commissioner Proctor requested that staff consult with industry professionals or establish a citizen panel to assist in gathering information for the future agenda item to be presented before the moratorium expired.
    - County Administrator Long recommended that staff first prepare information for the Board's consideration and obtain initial direction before seeking input from a citizen panel.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, for approval of Option #2, as amended: Direct staff to prepare an ordinance establishing a temporary moratorium for a duration of ~~12~~ 18 months pausing the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to large load customers, including for large-scale data centers, consistent with the scope and purpose of Senate Bill 484, as enacted in Chapter 2026-65, Laws of Florida; and authorize staff to schedule two public hearings for September 15, 2026, and October 13, 2026, at 6:00 p.m.

The motion carried 7-0.

22. Consideration of Engagement of Outside Counsel to Assess Standing and the Constitutionality of Senate Bill 1134, and Potential Causes of Action

County Attorney O'Steen as requested by the Board at the May 12, 2026, meeting, presented this item, which provides information relevant to the consideration of engaging outside counsel to analyze standing and the constitutionality of Senate Bill 1134, and potential causes of action.

The following speaker provided in-person comment:

- Paul Aarons, 1706 Beechwood Circle, expressed opposition to Senate Bill 1134 and requested that the Board consult with other local governments regarding a potential legal challenge.

Commissioner Maddox moved, seconded by Chairman Caban, to approve Option #2.

- Commissioner Maddox asked whether any entities had filed legal challenges to Senate Bill 1134 or whether potential challenges were discussed at the Florida Association of Counties meeting.
  - County Attorney O'Steen advised that there were no pending legal challenges to Senate Bill 1134. She also explained the limited circumstances under which local governments may challenge the constitutionality of state law.
  - County Administrator Long confirmed that no potential legal challenges had been discussed at any association meetings he attended.
- Commissioner Maddox expressed concern that pursuing a legal challenge could result in an unnecessary expenditure of time and public funds, particularly because no legal basis had been identified to establish local government standing. He stated that he would not support such a challenge.
- Commissioner Minor discussed the potential effects of Senate Bill 1134 on Leon County's recognition of Emancipation Day, Black History Month, Women's History Month, and Pride Month. He requested a friendly amendment directing staff to prepare an agenda item proposing a legislative priority in support of legislation that would authorize local governments to continue recognizing these holidays and commemorative observances.

The friendly amendment was accepted.

- Vice-Chairman O'Keefe asked about the anticipated timing of the agenda item and the County Attorney's Office's capacity to research the matter. He suggested retaining outside counsel to evaluate any ambiguity between Senate Bill 1134 and the County's current practices and to identify specific legal questions that could be presented through declaratory judgment action.
  - County Attorney O'Steen shared that her office had prioritized researching whether the County could establish standing to pursue a legal challenge. However, she advised that the office did not currently have the capacity to develop and evaluate specific questions for a declaratory judgment action. She also discussed how other county attorneys were evaluating the legislation's effects within their jurisdictions and the factors a court would consider in potential litigation.
- Commissioner Cummings expressed concern that the available courses of action could result in an unnecessary expenditure of time and public funds. She asked whether precedent existed for legislation containing similar ambiguities to be referred to the Legislature for additional implementation guidance.
  - County Attorney O'Steen stated that she was unaware of any precedent for such an action. She explained that unintended consequences could emerge after the law took effect, potentially prompting private entities or other organizations to seek legislative amendments or new legislation clarifying omissions or undefined terms. She noted that no such measures had been filed but that some groups might consider pursuing them in the future.

- Commissioner Proctor expressed disappointment with Senate Bill 1134 and concern regarding its impact on all citizens.

Commissioner Maddox moved, seconded by Chairman Caban, to approve Option #2, as amended: Do not direct the County Attorney to retain outside counsel to assess standing and the constitutionality of Senate Bill 1134 and potential causes of action, and direct staff to prepare an agenda item to add a legislative priority to specify the inclusion of specific holidays or celebrations into Florida law to allow Leon County and other local governments to continue to recognize.

The motion carried 4 – 1 with Vice-Chairman O'Keefe in opposition and Commissioner Proctor and Commissioner Welch out of Chambers.

23. Full Board Appointments to the Animal Shelter Advisory Board

County Administrator Long introduced this item, which seeks the full Board's consideration of the appointment of citizens to the Animal Shelter Advisory Board.

Commissioner O'Keefe moved, seconded by Commissioner Maddox, approval of Option #1: Appoint two eligible applicants, Dr. Shanna Autry and Tiffany Santner, to the Animal Shelter Advisory Board for the remainder of three-year terms ending September 30, 2026.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

24. First and Only Public Hearing to Consider an Ordinance Amending Chapter 2, Section 2-27, of the Code of Laws of Leon County, Florida, Based on Guidance from the County's External Auditors

County Administrator Long introduced this item. He stated that based on recent guidance from the County's external auditors, this item requests the Board conduct the first and only public hearing to consider an Ordinance amending Chapter 2, Section 2-27, of the Code of Laws of Leon County, Florida (Code), to revise statutory citations and codify the existing car allowance in the calculation for Board salaries.

Commissioner Proctor moved, seconded by Commissioner Maddox, approval of Option #1: Conduct the first and only public hearing and adopt the proposed Ordinance amending Chapter 2, Article II, Division 2., Section 2-27 of the Code of Laws of Leon County, Florida, entitled "Salaries."

The motion carried 7 – 0.

25. First and Only Public Hearing to Approve the Resolution Adopting the Fire Rescue Services Non-Ad Valorem Assessment Roll, and Authorize the Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. As required by Florida Statutes, this first and only public hearing provides for the adoption of the Fire Rescue Services assessment roll for all properties being assessed for the first time and authorization to certify the entire assessment roll to the Tax Collector. The Fire Rescue Services Assessment is included on the Truth-In-Millage (TRIM) Property Tax Notice and remains unchanged for next fiscal year.

Commissioner Proctor moved, seconded by Vice-Chairman O'Keefe, approval of Option #1: Conduct the first and only public hearing and approve the proposed Resolution adopting the Fire Rescue Services Non-Ad Valorem Assessment Roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 7 – 0.

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

County Administrator Long introduced this item. As required by Florida Statutes, this first and only public hearing provides for the adoption of a Stormwater Assessment Roll for all properties being assessed for the first time, and certification of the entire Stormwater Assessment Roll to the Tax Collector. The Stormwater Assessment is included on the Truth-In-Millage (TRIM) Property Tax Notice and remains unchanged for the next Fiscal Year.

Commissioner Proctor moved, seconded by Commissioner Maddox, approval of Option #1: Conduct the first and only public hearing and approve the Resolution adopting the Stormwater Non-Ad Valorem Assessment Roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 7 – 0.

27. First and Only Public Hearing to Approve the Solid Waste Assessment Rate Resolution, Approve the Resolution Adopting the Solid Waste Disposal Services Non-Ad Valorem Assessment Roll, and Authorize the Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. As required by Florida Statutes, this first and only public hearing provides for the adoption of an updated Solid Waste Assessment Rate Resolution, adoption of an assessment roll for all properties being assessed for the first time, and certification of the entire assessment roll for Solid Waste Disposal Services. The Solid Waste Assessment is included on the Truth-In-Millage (TRIM) Property Tax Notice and will increase next Fiscal Year based on previous Board direction.

Commissioner Proctor moved, seconded by Commissioner Maddox, approval of Option #1: Conduct the first and only public hearing and approve the proposed Solid Waste Assessment Rate Resolution, approve the Resolution adopting the Solid Waste Disposal Services Non-Ad Valorem Assessment Roll, and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 6 – 1 with Chairman Caban in opposition.

28. First and Only Public Hearing to Approve a Resolution Adopting the Belair/Annawood Area Sewer Service Non-Ad Valorem Assessment Roll, and Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. It requests the Board conduct the first and only public hearing to approve a Resolution adopting the non-ad valorem assessment roll for the purpose of collecting the sewer service usage charges and readiness-to-serve charges on certain real property located in the Belair/Annawood Area, and certification of the entire assessment roll to the Tax Collector.

Commissioner Cummings moved, seconded by Commissioner Minor, to approve Option #1.

- Commissioner Proctor commented that residents of the Belair community were unable to vote in City elections and expressed his belief that they should have the right to do so. He emphasized that these residents were being charged fees by the City despite having no representation on the City Commission.
- Chairman Caban stated that he would oppose the motion, as well as the motions associated with the next three agenda items. He expressed support for the Florida Legislature's decision to reduce the fee cap from 50% to 25%. While acknowledging the current funding structure, he expressed concern that the County develops the infrastructure and subsequently transfers it to another governmental entity for operation without retaining oversight or the ability to coordinate the fees charged to County residents.

Commissioner Cummings moved, seconded by Commissioner Minor, approval of Option #1: Conduct the first and only public hearing and approve the Resolution adopting the Belair/Annawood Area Sewer Service Non-Ad Valorem Assessment Roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 5 – 2 with Commissioner Proctor and Chairman Caban in opposition.

29. First and Only Public Hearing to Approve a Resolution Adopting the Killearn Lakes Plantation Subdivision Units 1 and 2 Sewer Service Non-Ad Valorem Assessment Roll, and Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. It requests the Board conduct the first and only public hearing to approve a resolution adopting the non-ad valorem assessment roll for the sewer service readiness-to-serve charges on certain real property located in the Killearn Lakes Plantation Subdivision Units 1 and 2, and certification of the entire assessment roll to the Tax Collector.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Option #1.

- Commissioner Proctor inquired whether residents of Killearn Lakes were permitted to participate in City elections.
- Commissioner Welch clarified that Killearn Lakes residents were not eligible to vote in City elections. He indicated that he would vote against the item, citing the substantial fee increase imposed by the City the previous year.
- Commissioner Maddox requested clarification regarding the consequences of the Board not approving the item. He also asked when and how the associated Interlocal Agreement could be renegotiated.
    - County Attorney O'Steen explained that denial of the item would place the County in breach of the Interlocal Agreement and expose it to potential litigation by the City. She further stated that the agreement had no established termination date and could be modified only with the consent of all participating parties.
- Chairman Caban suggested that the County explore renegotiating this and other agreements following the upcoming City elections.

Commissioner Maddox moved, seconded by Commissioner O'Keefe, for approval of Option #1: Conduct the first and only public hearing and approve the Resolution adopting the Killearn Lakes Plantation Subdivision Units 1 and 2 Sewer Service Non-Ad Valorem Assessment Roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 4 – 3, with Commissioner Proctor, Commissioner Welch, and Chairman Caban in opposition.

30. First and Only Public Hearing to Approve a Resolution Imposing Non-Ad Valorem Assessments for Sewer Service for Certain Real Property in the Northeast Lake Munson Sewer System Project Area and a Resolution Adopting the Non-Ad Valorem Assessment Roll, and Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. It requests the Board conduct the first and only public hearing to approve a resolution imposing non-ad valorem assessments for the purpose of collecting the sewer service usage charges and readiness-to-serve charges on certain real property located in the Northeast Lake Munson Sewer System Project Area, and a Resolution adopting the non-ad valorem assessment roll, and certification of the entire assessment roll to the Tax Collector.

Vice-Chairman O'Keefe moved, seconded by Commissioner Maddox, approval of Options #1 and #2.

Option #1: Conduct the first and only public hearing and approve a resolution imposing non-ad valorem assessments for sewer service for certain property in the Northeast Lake Munson Sewer Project Area; and

Option #2: Conduct the first and only public hearing and approve the resolution adopting the Northeast Lake Munson Area Sewer Service Non-Ad Valorem Assessment roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 5 – 2 with Commissioner Proctor and Chairman Caban in opposition.

31. First and Only Public Hearing to Approve a Resolution Imposing Non-Ad Valorem Assessments for Sewer Service for Certain Real Property in the Woodville Sewer Phase 1 Project Area and a Resolution Adopting the Non-Ad Valorem Assessment Roll, and Certification of the Entire Roll to the Tax Collector

County Administrator Long introduced this item. It requests the Board conduct the first and only public hearing to approve a Resolution imposing non-ad valorem assessments for the purpose of collecting the sewer service usage charges and readiness-to-serve charges on certain real property located in the Woodville Sewer Phase 1 Project Area, and a Resolution adopting the non-ad valorem assessment roll, and certification of the entire assessment roll to the Tax Collector.

- Commissioner Proctor requested additional coordination with the County Administrator over the next several weeks to gain a more complete understanding of the charges.
    - Anna Padilla, Stormwater Management Coordinator, provided the assessment amounts applicable to affected users. She explained the services covered by the charges and compared them with sewer service fees collected in other areas of Leon County.
- Chairman Caban expressed concern that residents were being charged for multiple years of costs through a single assessment. He suggested that staff explore options to distribute the retroactive charges over time rather than requiring payment in one installment. He characterized the assessment structure as unreasonable and expressed frustration that another governmental entity could establish fees charged to County residents without County oversight.
    - County Attorney O'Steen explained that the City could offer alternative payment arrangements; however, the County lacked the authority to modify the fees established by the City for each property.

- Chairman Caban asked whether the County could aid residents whose tax bills included both retroactive and current assessments.
    - County Administrator Long explained that all residents connected to the services within the affected area were charged the same amount and emphasized the importance of applying the assessments consistently to all users.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Options #1 and #2.

Option #1: Conduct the first and only public hearing and approve a Resolution imposing non-ad valorem assessments for sewer service for certain property in the Woodville Sewer Phase 1 Project Area; and

Option #2: Conduct the first and only public hearing and approve the Resolution adopting the Woodville Phase 1 Project Area Sewer Service Non-Ad Valorem Assessment Roll and authorize the certification of the entire Roll to the Tax Collector.

The motion carried 5 – 2 with Commissioner Proctor and Chairman Caban in opposition.

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:

Opioid Settlement Agreement

- County Attorney O'Steen provided an overview of a proposed opioid settlement agreement. She requested that the Board approve the agreement and authorize staff to execute all necessary documents on the Board's behalf.
- Vice-Chairman O'Keefe asked whether the settlement included any distinct requirements or restrictions related to sharing information.
- County Attorney O'Steen explained that the settlement prohibited the issuance of press releases and other forms of mass communication concerning the agreement.

Commissioner Minor moved, seconded by Commissioner Cummings, to authorize the County Attorney to accept the settlement agreement and authorize staff to execute any necessary documents on behalf of the Board.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

Fire Services Fee

- County Attorney O'Steen referenced a recent memorandum provided to the Board regarding the fire services fee dispute with the City of Tallahassee and requested direction on how to proceed.
- Chairman Caban asked County Attorney O'Steen to identify the option that would best protect the County's interests. He added that the Board would conduct a fire services workshop in September to receive additional information and discuss future options.
    - County Attorney O'Steen advised that notifying the City of termination-for-cause would place the County in the strongest position moving forward.

- Commissioner Maddox asked whether immediate action was necessary and expressed a preference for continuing negotiations with the City regarding an updated Interlocal Agreement.
- Chairman Caban commented that he feels after the elections in November, there will be a new appetite for new negotiation; however, additional information would be provided at the fire services workshop in September.
    - County Attorney O'Steen explained that a consultant would present information to the Board in September regarding the potential costs of establishing a County-operated fire department. She stated that initiating the proposed action immediately would require the City to provide information concerning the transfer of assets, allowing the Board to consider verified information during the September workshop rather than relying on estimates.
    - County Administrator Long stated that the September workshop would provide the Board with information necessary to evaluate its options. He added that the timeline established by issuing the termination-for-cause notice would place the Board in the best position to determine how to proceed.
- Commissioner Cummings expressed support for staff's recommendation, stating that it would place the County in the strongest position moving forward. She added that she looked forward to the workshop.
- Commissioner Minor gave his support for the motion on the floor. He commented that it will serve the community best if the City and County come to an agreement and stated that issuing the termination notice would provide needed clarity.
- Vice-Chairman O'Keefe characterized the matter as one of the most significant issues facing the County. He asked whether the City Commission had the authority to establish the termination date if the Board proceeded with termination-for-cause.
    - County Attorney O'Steen advised that no existing case law indicated that the City Commission had the authority to dictate the termination-for-cause date.
- Commissioner Minor, Commissioner Maddox, and Commissioner Cummings, along with Vice-Chairman O'Keefe, concurred that negotiating an updated Interlocal Agreement would be in the community's best interest.

Commissioner Maddox moved, seconded by Chairman Caban, to authorize the County Attorney to initiate the termination-for--cause notification to the City regarding the Fire Service Fee Interlocal Agreement.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

County Administrator Long:

- No Business.

COMMISSIONER DISCUSSION ITEMS

Commissioner Cummings:

- Commissioner Cummings recognized Tallahassee Democrat reporter Arianna Otero for her coverage of numerous Leon County meetings and community events. She stated that Ms. Otero was relocating to South Florida and that this would be the final Leon County Board meeting she would cover.

- Arianna Otero thanked the community for welcoming and embracing her and stated that she found her time in Tallahassee personally and professionally fulfilling.

Commissioner Maddox moved, seconded by Chairman Caban, requesting a proclamation recognizing Tallahassee Democrat reporter Arianna Otero for her service in providing coverage of Leon County events and meetings.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

- She recognized County Administrator Long for being featured in an article in the Wall Street Journal.
- She discussed a historic preservation initiative led by the Florida Civil Rights Museum (FCRM) to honor Dr. Charles Evans, whose decades of community service included serving as a Florida A&M University professor, NAACP president, and civil rights advocate. She stated that the FCRM proposed placing a historical marker on the grounds of the Leon County Courthouse, recognizing Dr. Evans's contributions as part of the Florida Civil Rights and Education Heritage Trail. The FCRM would be responsible for the marker's design, fabrication, installation, and maintenance.

Commissioner Cummings moved, seconded by Commissioner Maddox, requesting an agenda item providing options for the placement of a historical marker on the Leon County Courthouse grounds recognizing Dr. Charles Evans.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

- She recognized Dr. Valencia Matthews, Dean of the Florida A&M University College of Social Sciences, Arts and Humanities, for her longstanding leadership of a summer youth theatre camp, which recently presented its final production and will not continue in future years. She requested a proclamation honoring Dr. Matthews for 30 years of dedication to educating local youth in the arts and humanities.

Commissioner Cummings moved, seconded by Chairman Caban, requesting a proclamation honoring Dr. Matthews for her dedication to teaching local youth about the arts and humanities for the last 30 years.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

Commissioner Minor:

- Commissioner Minor wished Commissioner Cummings an early Happy Birthday.

Commissioner Proctor:

- Not Present.

Vice-Chairman O'Keefe:

- Vice-Chairman O'Keefe discussed concerns raised by constituents regarding buildings and residences located more than 1,000 feet from a fire hydrant, including increased insurance costs and potential challenges to emergency fire response. He requested an agenda item providing additional information and identifying potential options to address the issue, where feasible.

Vice-Chairman O'Keefe moved, seconded by Chairman Caban, requesting an agenda item with information on buildings and residences more than 1,000 feet from a fire hydrant and recommendations for addressing this throughout the County.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

- Vice-Chairman O'Keefe requested clarification regarding why certain legal notices were published in the *Tallahassee Democrat* rather than on the County's website. He also asked about the County's use of other media outlets to promote events and programs and requested that additional information be provided to him by email.
    - County Attorney O'Steen explained that certain statutes require legal notices to be published in the newspaper with the broadest circulation, which is the *Tallahassee Democrat*. She stated that those notices were published accordingly to satisfy legal requirements.
    - Mr. Mathieu Cavell, Director of Community Relations and Resilience, provided an overview of the County's advertising expenditures with local media outlets and confirmed that he would provide the requested details by email.

Commissioner Maddox:

- Commissioner Maddox requested a proclamation recognizing the 40th anniversary of 1000 Friends of Florida and its longstanding commitment to advocacy and civic engagement.

Commissioner Maddox moved, seconded by Commissioner Minor, approving a proclamation for the 40th Anniversary of 1000 Friends of Florida.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

- Commissioner Maddox wished Commissioner Cummings a Happy Birthday and commended her longstanding efforts to secure the inclusion of the "Shoes4School" initiative in the County's budget.

Commissioner Welch:

- Not Present.

Chairman Caban:

- Chairman Caban shared his appreciation for his colleagues and getting through tonight's meeting.
- He wished Commissioner Cummings an early Happy Birthday.
- He wished Happy First Birthday to his son, which they will be celebrating next week.
- Chairman Caban requested an agenda item for the next Board meeting to consider a potential tourism initiative in partnership with local colleges and universities. He stated that the program could promote large events at collegiate facilities and attract additional visitors to Leon County during off-peak travel periods.

Commissioner Maddox moved, seconded by Chairman Caban, requesting an agenda item at the next meeting to consider a tourism program that would partner with local colleges and universities to promote large events hosted at local collegiate facilities to bring additional tourism into Leon County.

The motion carried 5 – 0 with Commissioner Proctor and Commissioner Welch out of Chambers.

RECEIPT AND FILE:

- Canopy Community Development District Approved Fiscal Year 2027 Budget
- ADDED - Children's Services Council Quarterly Financial Report April 1- June 30, 2026

ADJOURN:

There being no further business to come before the Board, the meeting was adjourned at 10:21p.m.

ATTEST:

BY: _____
Christian Caban, Chairman
Board of County Commissioners

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

DRAFT

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
PUBLIC HEARING
August 17, 2026

The Board of County Commissioners of Leon County, Florida, met in regular session at 6:00 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 6:02 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was provided by Reverend Al Williams, Associate Pastor, Bible Based Church.

The Pledge of Allegiance was led by Commissioner Carolyn Cummings.

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

1. First and Only Public Hearing to Consider an Ordinance to Place a "Proposed Historic Harm" Charter Amendment on the November 3, 2026 General Election Ballot to Establish a Community Impact Assessment Process as Recommended by the Leon County Citizen Charter Review Committee

County Administrator Long introduced this item. He stated that it requests the Board to conduct the first and only public hearing to consider an Ordinance for placement of a proposed amendment to the Leon County Charter addressing historic harm on the November 3, 2026, General Election ballot. As recommended by the Citizen Charter Review Committee (CCRC), the proposed Charter Amendment would require periodic assessments, public reporting, and the Board's review of adverse community conditions in historically underserved areas and vulnerable populations resulting from County laws, policies, and practices.

Public Comment:

- Mary Ann Lindley, Chair of the CCRC and former Leon County Commissioner, 503 E. Georgia Street, expressed appreciation for the opportunity to serve on the Committee. She acknowledged the complexities involved in addressing historic harms and noted that the proposed amendment would offer meaningful direction to future Boards.
- Miriam Tellechua, 415 Lewis Street, League of Women Voters Tallahassee Co-Chair, voiced support for the proposed amendment and underscored the importance of preserving home rule.
- Deliah Pierre, 3303 Ty Cobb Road, expressed support for the proposed Historic Harms Charter Amendment and praised the Board's cooperative approach to addressing historic harms.
- Zule Oliveira, 400 Putnam Drive, Miss Black USA, voiced her support for the proposed Charter amendment.
- Bruce Strouble, 1935 Sabra Drive, expressed appreciation to the Board and supported both the proposed amendment and the principle of home rule. He also summarized the process used to formulate the amendment.
- Oliver Cheese, 1305 Airport Drive, expressed support for the proposed amendment.

- Thomas Spears, 123 Locke Street, expressed support for the proposed amendment.
- Brandon Beckett voiced support for the proposed amendment and the democratic process.
- Alonzo Garrett, 2437 San Miguel Avenue, expressed support for the proposed Historic Harms Charter Amendment
- Sadie Carlsen, 32303, spoke in favor of historic harms amendment. Discussed the importance of bringing to the ballot.
- Jade Slaughter, 1316 Jackson Street, voiced support for the proposed Historic Harms Amendment.
- Melanie Andrade, 3349 Argonaut Drive, Tallahassee Alert, expressed support for the proposed Historic Harms Charter Amendment.
- Serenity Williams, 4011 Elder Lane, supported the proposed amendment and expressed enthusiasm about participating in the democratic process. She encouraged the Board to allow the process to move forward.
- Marcus Sims,1770 Newman Lane, raised concerns regarding the Governor's Club, which was a non-agendaed item.

Commissioner Maddox moved, seconded by Commissioner Proctor, to approve Option #1.

- Commissioner Maddox thanked the citizens who attended the meeting and shared their views. He commended the CCRC members for their exceptional service and requested that they be honored with a proclamation. He emphasized that voters should be allowed to decide the matter and affirmed his confidence in the democratic process. He also noted that the proposed amendment would have no fiscal impact and expressed appreciation to the organizations and individuals involved in its development.
- Commissioner Cummings expressed appreciation to former Commissioner Lindley, the CCRC members, the public speakers, and County staff for their efforts. She discussed the proposed language, historical information related to slavery and segregation in Leon County, and the implications of Senate Bill 1134. She noted that the language was intentionally drafted to be neutral regarding race and ethnicity. While she supported the amendment's policy goal, she did not believe it belonged in the County Charter. However, she maintained that voters should have the opportunity to decide the issue and supported placing the proposed amendment on the ballot.
- Commissioner Minor commended the CCRC and characterized its work as democracy in action. He referenced the 10 areas of Leon County with the greatest levels of food insecurity and recalled previous discussions concerning the barriers faced by those communities. He stressed the importance of considering the available data and stated that Leon County voters should determine whether the proposed amendment is added to the County Charter. He expressed support for the motion on the floor.
- Commissioner Proctor inquired about the word-count requirements for ballot language.
  - County Attorney O'Steen explained that the ballot title may contain no more than 15 words and the ballot summary no more than 75 words. Commissioner Proctor noted his satisfaction that the proposed language met those requirements and stated that moving the amendment forward was appropriate. He stressed the need to protect the democratic process and requested clarification regarding applicable limitations and restrictions. County Attorney O'Steen advised that state law restricts the use of County funds for certain advocacy efforts and establishes other related limitations.

- Commissioner Welch expressed appreciation to his appointees and the CCRC members for their service. While acknowledging the sincerity of those supporting the proposal, he stated that he could not support the item. He raised concerns that the proposal could be viewed as connected to reparations and might offend some residents. He also maintained that the matter was not appropriate for inclusion in the County Charter and noted that the County was already engaged in comparable efforts. After reading a statement into the record, he described the proposal as largely symbolic and cautioned that it could subject the Board to legislative action.
- Vice-Chairman O'Keefe inquired whether the proposed amendment conflicted with any applicable laws. He reflected on the proposal's history and stressed the importance of making responsible decisions and addressing historical harms. He stated that the proposal aligned with its intended purpose and supported placing the amendment on the ballot for voters to consider.

Commissioner Maddox moved, seconded by Commissioner Proctor, approval of Option # 1: Conduct the first and only public hearing and adopt the Ordinance for a proposed Historic Harm Charter Amendment recommended by the Leon County Citizen Charter Review Committee establishing a community impact assessment process, upon voter approval in the November 3, 2026, General Election.

The motion carried 5 – 2 with Commissioner Welch and Chairman Caban in opposition.

COMMISSIONER DISCUSSION:

Commissioner Minor:

- Commissioner Minor requested a proclamation recognizing Suicide Prevention Month to be presented at the September 15, 2026 Board meeting.

Commissioner Minor moved, seconded by Commissioner Maddox, requesting a proclamation recognizing Suicide Prevention Month to be presented on September 15, 2026, Board meeting.

The motion carried 7 – 0.

Commissioner Proctor:

- Commissioner Proctor requested that staff provide a status report at the next meeting regarding Leon County's policies for addressing dilapidated or damaged mobile homes.

Commissioner Proctor moved, seconded by Chairman Caban, requesting a status report at the next meeting on Leon County policies related to dilapidated and/or damaged mobile homes.

The motion carried 7 – 0.

Commissioner Maddox:

- Commissioner Maddox thanked his colleagues and emphasized that the Board's ability to disagree respectfully was one of its strengths. He clarified that the proposed amendment was not intended to provide reparations or direct payments to individuals, but to address historic harms through public infrastructure investments in underserved communities. He questioned how approximately $1 billion reportedly invested in Commissioner Proctor's district over 30 years compared with investments in other districts. He maintained that infrastructure investments should be based on geographic need rather than race or gender and reiterated his respect for his colleagues but objected to any public or private misrepresentation of his remarks or intentions.

Commissioner Welch:

- Commissioner Welch emphasized the importance of respecting protected classes and clarified that he did not intend for his comments to offend anyone.

Chairman Caban:

- Chairman Caban requested a proclamation honoring WCTV news anchor Lanetra Bennett for 25 years of service to viewers in Leon County.

Commissioner Maddox moved, seconded by Chairman Caban, requesting a proclamation recognizing Lanetra Bennett, news anchor with WCTV, for 25 years of service to viewers in Leon County.

The motion carried 6 – 0 with Vice-Chairman O'Keefe out of Chambers.

- He encouraged Commissioner Welch and Commissioner Maddox to resolve their differences amicably while recognizing their right to respectfully disagree.
- He recognized Tallahassee ALERT and commended the organization for its involvement.

ADJOURN:

There being no further business to come before the Board, the meeting was adjourned at 7:30 p.m.

ATTEST:

BY: _____
Christian Caban, Chairman
Board of County Commissioners

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

DRAFT

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
SPECIAL MEETING
AUGUST 31, 2026

The Board of County Commissioners of Leon County, Florida, met in special session at 6:00 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 Clerk to the Board Beryl H. Wood.

Chairman Caban called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Invocation and Pledge of Allegiance were provided by Commissioner Cummings.

Chairman Caban welcomed the Commissioners, staff, constitutional officers, justice partners, and members of the public. He thanked everyone for making themselves available for the special meeting. He commended staff for consistently striving to provide excellent service. He emphasized that Leon County is a government trusted by its citizens and stated that the issues before the Board were serious and that the public deserved transparency. He expressed his desire to understand what occurred, how the County reached this point, and what measures would be implemented to prevent a similar incident from occurring again.

Motion for Vice-Chairman O'Keefe to participate virtually.

Commissioner Minor moved, seconded by Chairman Caban, to allow Vice-Chairman O'Keefe to participate virtually.

The motion carried 6 – 0.

Chairman Caban welcomed Vice-Chairman O'Keefe and acknowledged his participation while traveling.

Introduction

County Administrator Long provided an update regarding the restoration of the Judicial Information System (JIS). He emphasized the importance of maintaining the County's longstanding standards. He thanked the Commissioners for attending and explained that he would provide a concise but thorough briefing consistent with his prior electronic communications and individual conversations with Board members. He stated that the County activated its Incident Command structure following disruptions caused by a vendor upgrade to a component of the County's legacy system. Staff coordinated with the judiciary, Clerk of Court, Sheriff, Public Defender, State Attorney, and other partners to stabilize the system and maintain essential criminal justice functions. He clarified that the County's judicial and constitutional partners did not cause the issue and emphasized that responsibility for the system rests with the County. That responsibility would continue to guide the immediate response, the after-action process, and the County's future stewardship of the system. County Administrator Long advised that no immediate Board action was required and that a status report would be presented in September, followed by a comprehensive after-action report and any recommended actions in November.

DRAFT

Mathieu Cavell, Director of Community Relations, Resilience, and Innovation, provided additional details regarding the incident and reported that JIS had been restored. He stated that his briefing would address three areas: how the response was organized, what the response team discovered and corrected, and what would happen next. He began by noting that the response had increased capacity and coordination across every part of the justice system and within the Leon County Detention Facility. He discussed the older cases and individuals affected, emphasizing that the response centered on protecting people and maintaining public trust. He stated that the disruption began on August 18, when users were unable to perform necessary functions. Although cyber-related incidents often take considerable time to identify, staff detected the issue by August 27, after which substantial communication regarding the root cause began immediately with the justice partners. After considering the available options, the County decided to return jail-management operations to the last known stable and familiar JIS environment that the partners had used for decades. He shared that the after-action review would provide the Board with a complete factual account of the incident. That record would support future decisions concerning the long-term direction of the jail-management system and other measures needed to improve its resilience. Staff would then be prepared to carry out the Board's direction. Mr. Cavell emphasized that the urgency of the response would continue until every remaining issue and correction had been addressed.

Chairman Caban invited the constitutional officers and judicial partners to address the Board.

- Clerk Gwen Knight referenced her written statement submitted to the Board and shared that she would remain available for questions.
- Chief Judge Frank Allman thanked the Board for holding the special meeting and recognizing the seriousness of the issue. He commended the Clerk of Court, Public Defender, State Attorney, Sheriff's Office and judges for navigating the substantial challenges created by the system disruption. He spoke on behalf of the courts, and Chief Judge Altman also acknowledged County OIT's continuing efforts to return the courts to fully operational status. He noted that full restoration had not yet occurred and expressed hope that it would happen soon, including restoration of the data placed in suspension from August 18 through the date of the meeting. He looked forward to a complete analysis of what occurred, why it occurred, and what safeguards would be implemented to prevent a recurrence.
- Chairman Caban inquired about the verbal orders issued by Chief Judge Allman concerning the issue at hand.
- Chief Judge Allman explained that a Microsoft Teams meeting was held to address the JIS disruption. He commended the Clerk of Court, Public Defender, State Attorney, Judges, and County OIT staff for their response efforts. He explained that unreliable and inconsistent docket information made it difficult to accurately determine case and custody statuses. Consequently, he issued an administrative order directing the justice partners to discontinue relying on the digital data and return to paper-based procedures. Chief Judge Allman clarified that he directed immediate action in several specific cases involving inmates whose release had been ordered but did not recall issuing a general directive requiring the entire system to be repaired by a particular deadline. He supported a comprehensive review of the incident and the implementation of safeguards to prevent a recurrence.
- Chairman Caban expressed concern regarding conflicting information provided during an emergency briefing held the previous Thursday. He stated that he understood Chief Judge Allman had issued verbal directions requiring the County to address certain matters by midnight Wednesday and that those directives had not been completed within the specified timeframe.

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- Mathieu Cavell clarified that the directions may have applied to specific cases rather than requiring correction of the entire system. He recalled that approximately four cases required attention, some of which were corrected through overnight efforts, while others required more extensive technical work and were not resolved by the referenced deadline.
- Chairman Caban emphasized that he wanted an accurate understanding of what had been communicated and whether County staff had complied with the court's directions.
- Chief Judge Allman clarified that he directed immediate action in several cases involving inmates who remained in custody after their release had been ordered. However, he did not recall issuing a directive requiring the entire system to be repaired by a specific deadline.
- Commissioner Proctor thanked the Chairman for working to close the information gaps surrounding the incident and acknowledged County staff and the justice partners for working collaboratively and around the clock. He then asked Chief Judge Allman to explain the chain of authority during a breakdown of the justice system involving independently elected constitutional officers and the Board of County Commissioners. Specifically, he asked whether the Chief Judge was statutorily designated to take charge or whether the response depended upon a collaborative structure.
- Chief Judge Allman explained that the Florida Constitution, Florida Statutes, and Florida Rules of General Practice and Judicial Administration give the Chief Judge the authority to take appropriate actions necessary for the administration of justice within the circuit. After learning that the system's data was unreliable, he exercised that authority by requiring attorneys to appear in person, directing the Sheriff to transport inmates to the courtroom, and requiring paper records to be provided to the Clerk, judges, and attorneys.
- Commissioner Proctor asked whether failure to comply promptly with a judicial order could expose the Board, County Administrator, or others to contempt proceedings. He sought clarification regarding whether an order with a midnight deadline would place someone in contempt immediately after the deadline passed. He explained that the question reflected broader concerns about the lines of authority and responsibility during a system failure.
- Chief Judge Allman clarified that the administrative order did not establish a particular deadline other than stating that it was effective immediately. He added that contempt proceedings require due process, including notice and a fair opportunity to be heard. No contempt motions involving the Commissioners or anyone else present were pending. Because courts do not issue advisory opinions, he would not decide unless an actual case or controversy came before the judiciary.
- Vice-Chairman O'Keefe thanked Chief Judge Allman, the constitutional officers, justice partners, Sheriff's Office, and County staff for their response. He asked whether the system's current stability meant that no additional erroneous cases or case-related confusion was expected to enter JIS.
- Mathieu Cavell confirmed that stabilization of JIS meant that no additional erroneous cases or similar problems were expected to enter the system.
- Commissioner Cummings expressed appreciation to Chief Judge Allman and the agencies involved for their coordination. She referenced the Sheriff's letter indicating that no individuals were improperly released during the system disruption.
- Chief Judge Allman stated that, to his knowledge, no improper releases occurred and noted that the after-action report would provide further clarification.

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- Commissioner Cummings commended the coordinated recordkeeping efforts and stated that the County could move forward with its analysis.
- Chief Judge Allman thanked everyone who assisted with the response, including County staff and vendors. He reported that the information used for First Appearance was expected to be fully reconciled by the following day.
- Public Defender Jessica Yeary provided a timeline of the incident, which began on August 18, and described its significant impact on the criminal justice system and her office. She expressed concern regarding the initial lack of communication from the County and Sheriff's Office and explained that JIS is used by the Clerk, Sheriff, judges, and other criminal justice partners. She stated that her office learned on Wednesday of issues involving inmate releases. During an in-person First Appearance proceeding held from 8:00 a.m. to 6:00 p.m., staff encountered inaccurate case numbers and conducted extensive research to verify case information. Her office also requested and reviewed the jail roster to identify additional errors and determine how many individuals were affected. She reported that approximately 1,200 cases were affected, with additional corrections still required, including reopened cases. She stated that some individuals had been detained longer than appropriate and anticipated resulting litigation. She expressed appreciation for the County's response and advised that her staff were working around the clock to ensure that no individual remained incarcerated who should have been released. She also acknowledged receiving notice that JIS was being restored.
- Commissioner Welch apologized for the incident and acknowledged the Public Defender's frustration. He expressed appreciation for County staff's response but emphasized that it could not erase the fact that individuals had been detained longer than they should have been. He noted that the incident began on August 18 but was not reported until August 27, stating that the County must do better. He added that apologies were owed to those whose due process rights were affected, as well as to the public and the broader community.
- Commissioner Cummings acknowledged the Public Defender's concerns and stated that the incident was beyond any one party's control and that all involved wished it could have been avoided. She emphasized the County's commitment to correcting the situation and assisting the Public Defender's Office. She asked what support the County could provide, either immediately or in the future, and recognized the careful and accurate review required for more than 1,200 affected case files.
- Commissioner Proctor stated that he was unwilling for the County to accept sole responsibility for the incident and requested that the vendor be placed on notice. He acknowledged that the County was exercising due diligence in upgrading a system more than 30 years old but emphasized the need to hold the vendor accountable for its role and the harm caused to affected individuals. He asked what contractual provisions or other remedies were available to address the vendor's responsibility. Staff advised that no Board action was required at that time and that the matter would be reviewed.
- Chairman Caban expressed his hope that a similar incident would not occur again and apologized for the lack of communication surrounding the matter. He shared those questions posed by Commissioner Proctor be incorporated into the after-action report.
- Public Defender Yeary reiterated the significant impact of the incident on her office, describing the effort to correct the resulting errors as a "colossal undertaking" with consequences that could continue for years. She explained that the work extends beyond reviewing affected cases, as inaccurate information, including erroneous case numbers or arrests, could remain on individuals' criminal histories and create problems in future

court proceedings. She also emphasized the human impact of the incident, noting that her office received calls from family members concerned about loved ones who should have been released but remained in jail, as well as from individuals attempting to secure release or bond while repeatedly being told there was a "system issue." She stressed that the incident was not simply a data or technology problem, but one that directly affected individuals and their families and would require substantial ongoing work by her office to address.

- Commissioner Maddox expressed regret regarding the incident and stated that the forthcoming after-action report would provide a clearer understanding of what occurred. He identified the lack of communication as a primary concern and emphasized his desire to remain solution oriented. He asked whether communication was considered the most significant factor and how long the JIS-related issues had existed.
- Public Defender Jessica Yeary discussed the duration and extent of the JIS issues and reiterated that the lack of timely communication significantly affected her office. She explained that the Public Defender's Office, State Attorney's Office, and judges rely on JIS daily for essential functions, including documents, jail lists, internal reports, and court-related information. Because of this reliance, she described the lack of advance notice regarding the issues that began around Tuesday, August 18 as a significant communication breakdown. She noted that her office was not made aware of the extent of the problem until she reached out the following day, on Wednesday, at which point the parties began identifying the scope of the errors and their impact on daily operations.
- County Administrator Long addressed concerns regarding communication and explained that the matter was initially believed to be a technical issue. He acknowledged the Public Defender's concerns and noted that JIS is a legacy system that has been in place for approximately 30 years and consists of multiple interconnected components. He clarified that the project involved replacing only the booking component, rather than the entire JIS system, and that certain assumptions were made about how the new component would interact with the existing system when implemented. Initially, staff and technical personnel believed the problems could be resolved as isolated technical issues; however, as the seriousness and broader scope of the problems became apparent, communication with affected partners increased accordingly.
- County Administrator Long explained that broader communication did not occur sooner because staff and engineers initially believed they were addressing a limited technical issue rather than a problem with broader systemwide consequences. He noted that the suspected cause changed throughout the troubleshooting process and, at various times, was believed to involve formatting, keystrokes, coding, training, or data-entry practices. Technical personnel often believed they were close to identifying and correcting the issue, which contributed to the initial response and level of communication. He emphasized that, as the nature and seriousness of the problem became clearer, it became apparent that what initially appeared to be a contained technical issue had developed into a much more significant matter requiring broader communication and response.
- Commissioner Maddox apologized for the lack of communication surrounding the incident and emphasized the importance of preventing a similar situation in the future. He acknowledged the significant impact on affected individuals and families and recognized that the harm experienced may not be fully remedied.
- Mathieu Cavell explained that while digital incidents do not necessarily have a single prescribed response standard, there is a framework for investigating, identifying, and addressing their root causes. Unlike emergencies such as tornadoes or fires, where the damage and necessary response may be immediately apparent, digital incidents can

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require significant investigation before the underlying cause is identified. He explained that the unstable nature of JIS required time to determine the root cause before corrective action could be taken. The general approach was to investigate the problem, determine its cause, and address it. Staff indicated that the system had since been stabilized to prevent additional problems from being created, while acknowledging that previously created errors and their consequences still required correction.

- Commissioner Proctor sought clarification regarding federal guidance for technology-related incidents.
- Mathieu Cavell explained that identifying the root cause of the JIS instability required extensive investigation before corrective action could be taken. The system has since been stabilized to prevent additional errors; however, previously identified errors and their resulting impacts still require further review and correction.
- Chairman Caban referenced the October 10, 2023, agenda item concerning selection of the new jail-management system. According to the agenda item discussed during the meeting, a technical team representing the Leon County Detention Facility, Leon County Sheriff's Office, and Leon County MIS evaluated vendor submissions, conducted software demonstrations, and visited a large detention facility in Milwaukee, Wisconsin, to observe the system during daily operations. Following the evaluation, the technical team unanimously identified the selected system as the most suitable solution for Leon County. He acknowledged the work performed during the evaluation, and the Chairman recommended that future vendor-selection processes include the Clerk, State Attorney, and Public Defender because those offices regularly rely on information from the system. He emphasized that consulting the agencies that use the system daily could help ensure future technology is compatible and user-friendly across the criminal justice system.
- County Administrator Long responded that the County could have done better in this area and explained that the evaluation focused primarily on the booking component at the jail, with the county's technology staff and Sheriff's Office leading the process. He acknowledged that communication with other justice-system partners should have occurred and agreed with the importance of broader involvement going forward.
- Commissioner Maddox encouraged members to remain narrowly focused on obtaining the information necessary to address the immediate JIS problems. He suggested that broader discussions regarding long-term solutions could occur when the matter is returned to the Board at the September 15, 2026, meeting, while the current priority should be addressing the problems identified by the Chief Judge and other affected justice-system partners.
- State Attorney Jack Campbell acknowledged the challenges resulting from the JIS issues and discussed the growing reliance on technology and the potential for technical failures. He emphasized that technology is necessary but comes with costs and challenges. He stated that the incident demonstrated the strength of the County's justice-system partnerships, noting that agencies came together with an "all-hands-on-deck" approach and have continued working collaboratively to address and resolve the issues.
- Chairman Caban entered into the record a letter from Sheriff Walter McNeil from Leon County Sheriff's Office.
- Commissioner Minor characterized the incident as unacceptable and catastrophic and, drawing on his professional experience with enterprise information technology systems, explained the challenges of identifying problems within complex systems. He noted that software upgrades, migrations, and coding changes can result in unexpected issues, even when managed by experienced personnel. He thanked County IT, emergency

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management staff, and other partners for their continuous efforts to stabilize the system, while emphasizing the need for a comprehensive review to determine what occurred, why it occurred, and what measures are necessary to prevent a recurrence.

- Vice-Chairman O'Keefe supported allowing personnel to return to their ongoing efforts to resolve the JIS issues and called for a full and transparent after-action review of the incident and its impacts. He recommended deferring future policy decisions until the Board receives accurate and complete information through the after-action process, noting that the current meeting was part of the ongoing emergency response.
- Commissioner Proctor discussed the approximately 1,200 erroneous or "ghost" cases and emphasized the value of the public meeting in allowing criminal justice partners to share their perspectives. He also discussed beyond the technology issues to concerns regarding conditions and services at the Detention Facility, including food, medical care, mental health services, and the overall adequacy of the facility. He encouraged the Board to consider the broader needs of individuals in custody and the various systems and services supporting the Detention Facility.
- Chairman Caban expressed concern about the lack of a backup system and the delay in notifying the Board after the emergency incident command was activated. He emphasized that the Chairman and Board should receive timely notification of significant emergencies rather than learning about them through outside sources. He also expressed concern that the seriousness of the incident had been downplayed, particularly given the potential impact on individuals' constitutional rights and reports that some individuals remained in jail beyond their appropriate release. He requested improved communication and timely Board notification during future emergency situations.
- County Administrator Long acknowledged Chairman Caban's concerns. He then called for public comment.

Public Comment:

- Clifford Rivers, 2675 Gerald Drive, was recognized to speak, but had already left the Chambers.

ADJOURN:

There being no further business to come before the Board, the meeting was adjourned at 7:50 p.m.

ATTEST:

BY: _____
Christian Caban, Chairman
Board of County Commissioners

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

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Leon County
Board of County Commissioners

Notes for Agenda Item #2

Leon County Board of County Commissioners

Agenda Item #2

October 13, 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 October 13, 2026, and pre-approval of payment of bills and vouchers for the period of October 14, 2026, through November 16, 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 October 13, 2026, and the pre-approval of payment of bills and vouchers for the period of October 14, 2026, through November 16, 2026.

Report and Discussion

Background:

The Office of Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the October 13th meeting, the morning of Monday, October 12, 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 November 17, 2026, it is advisable for the Board to pre-approve payment of the County's bills for October 14, 2026, through November 16, 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 October 13, 2026, and the pre-approval of payment of bills and vouchers for the period of October 14, 2026, through November 16, 2026.
2. Do not approve the payment of bills and vouchers submitted for October 13, 2026, and the pre-approval of payment of bills and vouchers for the period of October 14, 2026, through November 16, 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

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Candice Wilson, Director of Human Resources

Title: Annual Performance Review for the County Administrator in Accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process"

Review and Approval:	Ken Morris, Assistant County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Candice Wilson, Director of Human Resources

Statement of Issue:

In accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process", this item seeks Board ratification of the County Administrator's annual performance review.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Ratify the annual performance reviews of the County Administrator (Attachments #1 and #2) in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process."

Report and Discussion

Background:

This item seeks Board ratification of the County Administrator's annual performance reviews. To ensure that the performance evaluation process is conducted in a fair and open manner, the Board adopted Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process," which provides that the County Administrator shall present an Annual Report to the Board in September of each year summarizing the state and performance of the County over the past fiscal year. Following this presentation, each Commissioner is requested to complete an individual performance evaluation of the County Administrator. In accordance with Policy No. 11-6, each Commissioner has completed an individual performance evaluation of the County Administrator. The Human Resources Director has compiled the individual evaluations into a summary document (Attachments #1 and #2) and prepared this agenda item for ratification by the Board, consistent with the process established in Policy No. 11-6 (Attachment #3).

Analysis:

To assist Commissioners in their evaluation of the performance of the County Administrator, the evaluation provided in Policy No. 11-6 focuses on nine key areas:

1. Professional Skills and Status
2. Relations with Board of County Commissioners
3. Policy Execution
4. Reporting
5. Citizen Relations
6. Staffing
7. Supervision
8. Fiscal Management
9. Community

The key areas encompass 44 categories that are rated on a scale of 1 to 5. In addition to the more subjective criteria County Commissioners use in the County Administrator's formal evaluation, an extensive summary of significant milestones and improvements achieved during Fiscal Year 2025-26 were provided to further assist in individual evaluations (Attachment #4). Also, the 2026 Leon County Annual Report (Attachment #5) provides a comprehensive description of results accomplished by Leon County Government during the last fiscal year.

In accordance with Board Policy No. 11-6, the Human Resources Director has compiled a summary review of each individual Commissioner's ratings of the County Administrator and an overall performance rating (Attachment #1). The overall performance rating for the County Administrator for 2026 is 5.00 out of a total possible rating of 5.00 with each of the seven Commissioners providing a score of 5.00. Completed performance reviews by each individual Commissioner and his or her comments are included in Attachment #2.

In accordance with the County Administrator's contract, the County Administrator shall receive the Board's approved annual cost of living increase for all County employees (4% for FY 2027) and an annual merit increase as determined by the Chairman. Notwithstanding the Board's consistently excellent performance rating of the County Administrator, as he has done most years, including the last six years, the County Administrator has requested once again that the Chairman not grant the additional contractual merit increase this year citing the financial interest of the County and consistency with all County employees.

Options:

1. Ratify the annual performance reviews of the County Administrator (Attachments #1 and #2) in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process."
2. Board direction.

Recommendation:

Option #1

Attachments:

1. Performance Review Summary and Overall Ratings
2. Individual Commissioner Performance Reviews of the County Administrator
3. Board Policy No 11-6, "County Administrator Evaluation and Annual Reporting Process" and Performance Evaluation Form
4. FY 2025-26 Significant Milestones Summary
5. 2026 Leon County Annual Report

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

Commissioner	Average
Commissioner Caban	5
Commissioner Cummings	5
Commissioner Maddox	5
Commissioner Minor	5
Commissioner OKeefe	5
Commissioner Proctor	5
Commissioner Welch	5
Average for this evaluation period	**5**

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Very thankful of all that has been accomplished by our entire Leon County team the last year. From the execution of the World Athletics Cross Country Championship, to stepping up when negligent landlords forced their tenants to suffer with no water, banning Data Centers and Flock Cameras. Leon County continues to lead the way.

Performance Evaluation Results submitted by: Commissioner Caban

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

The County Administrator has been recognized as a world-wide leader in his profession and that designation is evident and supported by the highly effective manner that he leads Leon County government year after year. He has demonstrated sound leadership, competence, and professionalism throughout this last year, especially when decisions of dire importance had to be made by the Board. His practice of always keeping the Commission informed on matters of great concern has been both effective and appreciated.

He employs competent staff in all areas of management, who always respond timely, both orally and in writing, to various Commissions requests for information that is pertinent to concerns of citizens.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

NONE.
The County Administrator performs at the highest level of administration for our County government. If he continues to keep the best interest of our citizens as the guiding post, the excellent service delivery of the County will continue.

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Cummings

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Maddox

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

1. PROFESSIONAL SKILLS AND STATUS - Our County Administrator continues to demonstrate that he and his staff are among the best in the state and nation. His deep historical knowledge of Leon County’s government is invaluable in providing context when addressing today’s challenges. His many years of service to this community help him understand the value of proven, long-standing best practices, but he continually seeks new, innovative approaches that enable the County government to adapt to changing conditions. He is consistently asked by outside organizations – such as the Florida Association of Counties – for advice and guidance on local government best practices.

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS – Responding to the diverse priorities of the Board’s

seven County Commissioners is perhaps the most challenging part of Mr. Long's role, yet he consistently excels in working with the Board's members to develop effective policies and a coherent strategic plan. In my experience, he does an excellent job assisting individual Commissioners with their policy ideas, while recognizing that only the full Board has authority to approve them.

3. POLICY EXECUTION – The County Administrator has a deep knowledge of Leon County's policies and ordinances. In addition, Mr. Long and his staff are particularly effective at evaluating new policy options -- such as different proposals for addressing the community's affordable housing needs -- and facilitating deliberation with community organizations to arrive at the optimal solution.

4. REPORTING – The County Administrator and his staff continue to provide frequent, high-quality information to the County Commission and the public at-large.

6. STAFFING – The County Administrator's staff are a primary reason for the ongoing success of this local government. As in prior years, I continue to receive positive feedback from the public about the high professionalism and dedication of County personnel. Members of the public frequently tell me that our County staff are informed, dedicated, and that they sincerely care about the well-being of this community. The County Administrator also empowers his staff to develop the expertise and ability to accomplish big things. County staff, for example, were able to secure the World Athletics Cross Country Championships for Leon County. This placed our community on the world stage, and the event's success may also lead to the Championships returning to Leon County in the near future.

7. SUPERVISION - Leon County's staff is highly professional, talented, and dedicated to serving this community. The County Administrator continues to do an exceptional job recruiting, retaining, and training his staff.

8. FISCAL MANAGEMENT - Despite rising costs in FY26, Leon County's commitment to maximizing efficiency enabled us to hold our property tax millage rate constant for the fourteenth year in a row. Leon County's government, when compared to other, similarly-sized counties, is among those with the lowest net operating budgets and the lowest net budgets per resident. In addition, Leon County's continued focus on efficiency has allowed the County to realize nearly $100 million in savings and cost avoidance since 2013. These accomplishments demonstrate exceptional fiscal management and decision-making by the County Administrator and his staff, in conjunction with the County Commission.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

N/A

12. Other comments?

N/A

Performance Evaluation Results submitted by: Commissioner Minor

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

The County Administrator led the County through an extraordinary year with steady, strategic leadership. His proactive work preparing for potential property tax reform, including the "Preparing for Property Tax Revenue Cliff" framework, put Leon County ahead of other Florida local governments and became a resource for them.

He has handled a challenging working relationship with City leadership professionally. As the demands on the County from the Board and other governments, including at the state and federal levels, continue to increase, he does well to ensure our service to citizens does not suffer.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

I have no significant concerns this year. As the County makes changes to programs involving community partners, I would encourage early, open communication with those partners so they are part of the conversation from the start.

12. Other comments?

Thank you for your steady leadership and professionalism through a demanding year.

Performance Evaluation Results submitted by: Commissioner OKeefe

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Proctor

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for
October 1, 2025 to September 30, 2026

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
a. Knowledgeable of current developments affecting the management field and affecting county governments.	5
b. Respected in management profession.	5
c. Has a capacity for and encourages innovation.	5
d. Anticipates problems and develops effective approaches for solving them.	5
e. Willing to try new ideas proposed by Board Members or staff.	5
f. Interacts with the Board in a collegial and straightforward manner.	5

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
a. Carries out directives of the Board as a whole rather than those of any one Board member.	5
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.	5
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.	5
d. Responds to requests for information or assistance by the Board.	5

3. POLICY EXECUTION	Performance Rating
a. Implements Board action in accordance with the intent of the Board.	5
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.	5
c. Enforces County policies.	5

d. Understands County's laws and ordinances.	5
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	5
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.	5

4. REPORTING	**Performance Rating**
a. Provides the Board with reports concerning matters of importance to the County.	5
b. Reports are accurate, comprehensive and produced in a timely manner.	5
c. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.	5
d. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.	5

5. CITIZEN RELATIONS	**Performance Rating**
a. Responsive to complaints from citizens.	5
b. Demonstrates a dedication to service to the community and its citizens.	5
c. Skillful with the news media, avoiding political positions and partisanship.	5
d. Has the capacity to listen to others and to recognize their interests.	5
e. Willing to meet with members of the community to discuss their real concerns.	5

6. STAFFING	**Performance Rating**
a. Recruits and retains competent personnel for County positions.	5
b. Aware of staff weaknesses and works to improve their performance.	5
c. Accurately informed and concerned about employee relations.	5
d. Professionally manages the compensation and benefits plan.	5
e. Promotes training and development opportunities for employees at all levels of the organization.	5

7. SUPERVISION	**Performance Rating**
a. Employs a professional, knowledgeable staff.	5

b. Maintains a healthy and productive organizational culture.	5
c. Employees are recognized for best practices in the industry.	5
d. Employees have training, pay equity and professional growth opportunities within the organization.	5
e. Encourages teamwork, innovation, and effective problem-solving among the staff members.	5
f. Institutes in employees a culture that is focused on customer service and responsible stewardship.	5

8. FISCAL MANAGEMENT	**Performance Rating**
a. Prepares a balanced budget to provide services at a level directed by the Board.	5
b. Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.	5
c. Prepared budget is in an intelligent but readable format.	5
d. Possesses awareness of the importance of financial planning and control.	5
e. Appropriately monitors and manages the fiscal activities of the organization.	5

9. COMMUNITY	**Performance Rating**
a. Engages with community partners on local initiatives.	5
b. Avoids unnecessary controversy.	5
c. Respected as a community leader.	5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

The County Administrator continues to display a high level of effectiveness in the management of the organization. He is a recognized leader in the field of public administration, policy development and implementation.

I am particularly thankful for his assistance in the renovations of the Bradfordville School House, assisting with the construction issues near Chiles High School, the ongoing construction of the NE Park Blueprint Project as well as the outstanding orchestration of the World Cross Country Championships in January, which was unquestionably a tremendous success that will continue to pay dividends for Leon County well into the future.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

My only concern is that, although I know he is available to me at all times, most of my communication with the Administrator originates with me rather than from him.

I appreciate his duty to run the day-to-day operations of the County, but we tend to go long periods of time without communicating. I would appreciate more frequent updates on issues of concern, not just regarding my district, but to the County as a whole.

Perhaps a weekly email or text just checking in?

Also, in light of the increased pressure on affordability in our State and County and given the likelihood of future revenue reductions, I would appreciate a staff analysis option on all future budget items that includes the real-world implications of adopting the rollback millage rate.

I would also like to see Leon County lead a renewed effort at landing more meaningful and consequential economic development projects.

12. Other comments?

Obviously, the recent disruption and failure of the JIS implementation caused significant problems and served as a rare example of County teams not meeting their own well-established high standard. However, the response to this calamity was handled with the exceptional professionalism and effectiveness we are accustomed to from Leon County Government and that should stand as a testament to both our ownership of the failure and the Administrator's commitment to finding a solution, as quickly as possible.

I would encourage the Administrator to stay diligent and steadfast as we face many important issues in the coming year, including a new fire-service arrangement as well as a possible effort at local consolidation.

As I have said many times, Leon County Government is a remarkably well-run organization. Vince would be sought after for leadership roles with any public or private sector entity and we remain fortunate that he chooses to serve the residents of Leon County.

I continue to be proud to serve alongside Vince, his leadership staff and our amazing employees in THE BEST local government in our community.

Performance Evaluation Results submitted by: Commissioner Welch

Total Factors Rated: 44/44

Total All Points: 220

Average Rating: 5

Signature: Commissioner _____ **Date:**_____

Signature: County Administrator _____ **Date:**_____

2.00.1

Board of County Commissioners
Leon County, Florida

Policy No. 11 - 6

Title:	County Administrator Performance Evaluation and Annual Reporting Process
Date Adopted:	September 15, 2020
Effective Date:	September 15, 2020
Reference:	N/A
Policy Superseded:	Policy No. 11-6, "County Administrator Performance Evaluation and Annual Reporting Process," adopted September 13, 2011; revised January 29, 2013; revised January 27, 2015; revised September 15, 2015; revised July 10, 2018

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 11-6 "County Administrator Performance Evaluation and Annual Reporting Process" revised by the Board of County Commissioners on July 10, 2018 is hereby further amended, and a revised policy is adopted in its place, to wit:

For the purpose of evaluating the performance of the County Administrator in a fair and open manner, the Board will annually follow the processes outlined in this policy. As part of this review, the County Administrator will be required to annually report the state of the County to the Board.

This policy is consistent with Florida Statutes 125.84 (1) that states the County Administrator will "Report annually or more often if necessary, to the board of commissioners and to the citizens on the state of the County, the work of the previous year, recommendations for action or programs for improvement of the County and the welfare of its residents."

The following process shall be used annually to effectuate this policy.

Annual Report

1. In September of each year, the County Administrator will prepare a report that provides a detailed analysis summarizing the state of the County ("the annual report").
2. The reporting period for the annual report will be based on the prior fiscal year.
3. The annual report will be presented for acceptance by the Board at a regularly scheduled meeting in September of each year.
4. To maximize community involvement:
    a. In addition to the Board of County Commissioners meeting, the annual report will be presented to at least two community meetings conducted outside of the Courthouse. The locations will be selected to maximize citizens' opportunity to participate.

b. Presentation of a summary of the annual report will be published in a newspaper of general circulation.

Performance Evaluation

5. An online process, by which each County Commissioners may complete and submit the County Administrator performance evaluation form, will be administered by Human Resources with MIS' technical support.
6. Following the distribution of the Annual Report to the Board, Human Resources will distribute the link to the online County Administrator performance evaluation form, included as part of this policy, to each of the Board members.
7. Each individual Commissioner will be requested to complete and submit the County Administrator performance evaluation form following the distribution of the link to the online evaluation form by Human Resources. Each Commissioner is encouraged to meet with the County Administrator to discuss their individual evaluation.
8. The Chairman will review all of the evaluation forms and approve an appropriate merit percentage increase in accordance with the contract of the County Administrator.
9. The Human Resources Director will compile the individual evaluations into a summary document and prepare an agenda item containing the following: summary of evaluations, individual evaluations, and merit percentage increase.
10. The compilation of the County Administrator's evaluation will be presented at a regularly scheduled meeting in October of each year for ratification by the Board of each Commissioner's individual evaluations and the merit percentage increase.

Revised September 15, 2020

Leon County Board of County Commissioners
Performance Evaluation

County Administrator

This form shall be completed by each member of the Board to evaluate the County Administrator's performance in each of the areas noted below. Performance levels can be noted based on the following scale:

5 – Excellent (almost always exceeds expectations and performs at very high standard)
4 – Above average (generally exceeds performance expectations)
3 – Satisfactory (meets performance expectations)
2 – Below average (generally does not meet performance expectations)
1 – Unsatisfactory (almost always fails to meet minimum performance expectations).

Each member of the Board should sign the form and forward it to the Chairman.

EVALUATION PERIOD: _____ TO: _____

1.	PROFESSIONAL SKILLS AND STATUS	5	4	3	2	1
a.	Knowledgeable of current developments affecting the management field and affecting county governments.					
b.	Respected in management profession.					
c.	Has a capacity for and encourages innovation.					
d.	Anticipates problems and develops effective approaches for solving them.					
e.	Willing to try new ideas proposed by Board Members or staff.					
f.	Interacts with BOCC in a direct and straightforward manner.					

2.	RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	5	4	3	2	1
a.	Carries out directives of the Board as a whole rather than those of any one Board member.					
b.	Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.					
c.	Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.					
d.	Responds to requests for information or assistance by the Board.					

3.	**POLICY EXECUTION**	**5**	**4**	**3**	**2**	**1**
a.	Implements Board action in accordance with the intent of the Board.					
b.	Supports the actions of the Board after a decision has been reached, both inside and outside the organization.					
c.	Enforces County policies.					
d.	Understands County's laws and ordinances.					
e.	Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.					
f.	Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.					

4.	**REPORTING**	**5**	**4**	**3**	**2**	**1**
a.	Provides the Board with reports concerning matters of importance to the County.					
b.	Reports are accurate, comprehensive and produced in a timely manner.					
c.	Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.					
d.	Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.					

5.	**CITIZEN RELATIONS**	**5**	**4**	**3**	**2**	**1**
a.	Responsive to complaints from citizens.					
b.	Demonstrates a dedication to service to the community and its citizens.					
c.	Skillful with the news media, avoiding political positions and partisanship.					
d.	Has the capacity to listen to others and to recognize their interests.					
e.	Willing to meet with members of the community to discuss their real concerns.					

6.	**STAFFING**	**5**	**4**	**3**	**2**	**1**
a.	Recruits and retains competent personnel for County positions.					
b.	Aware of staff weaknesses and works to improve their performance.					
c.	Accurately informed and concerned about employee relations.					
d.	Professionally manages the compensation and benefits plan.					
e.	Promotes training and development opportunities for employees at all levels of the organization.					

7.	**SUPERVISION**	**5**	**4**	**3**	**2**	**1**
a.	Employs a professional, knowledgeable staff.					
b.	Maintains a healthy and productive organizational culture.					
c.	Employees are recognized for best practices in the industry.					
d.	Employees have training, pay equity and professional growth opportunities within the organization.					
e.	Encourages teamwork, innovation, and effective problem-solving among the staff members.					
f.	Institutes in employees a culture that is focused on customer service and responsible stewardship.					

8.	**FISCAL MANAGEMENT**	**5**	**4**	**3**	**2**	**1**
a.	Prepares a balanced budget to provide services at a level directed by the Board.					
b.	Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.					
c.	Prepared budget is in an intelligent but readable format.					
d.	Possesses awareness of the importance of financial planning and control.					
e.	Appropriately monitors and manages the fiscal activities of the organization.					

9.	**COMMUNITY**	**5**	**4**	**3**	**2**	**1**
a.	Engages with community partners on local initiatives.					
b.	Avoids unnecessary controversy.					
c.	Respected as a community leader.					

Total All Points: _____

Divide Total by: 44 (# of categories)

Average: _____

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefited from the Administrator's leadership)?

_____

_____

_____

_____

_____

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrator to improve these areas?

_____

_____

_____

_____

_____

12. Other comments?

_____

_____

_____

_____

_____

_____

Signature: _____

Date: _____

Leon County Government

INTEROFFICE MEMO

DATE: September 15, 2026

TO: The Honorable Chairman and Board of County Commissioners

FROM: Vincent S. Long, County Administrator

SUBJECT: 2026 County Administrator Evaluation

At today's Commission meeting, you received the 2026 Annual Report. The 84-page report provides great detail on many of our accomplishments over the past year and reflects our continuous efforts to once again set the standard in public service and to uphold our people-focused, performance driven culture in Leon County Government.

Tomorrow you will receive my annual performance evaluation via e-mail from Human Resources pursuant to Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process," and an agenda item will be presented at the October 13 meeting for ratification by the Board. In addition to the Annual Report, as I do each year, I submit the following summary of selected significant milestones achieved during Fiscal Year 2025-26 to further assist you in your individual evaluations. As you will find herein, in FY 2025-26, Leon County continued to demonstrate our unique ability to overcome significant challenges of the day in service to our citizens, while staying focused and delivering results on our ambitious long-term goals for the community.

This has been an extraordinary year of navigating unprecedented change, tremendous uncertainty and no shortage of tough challenges, including the prospect of historic change to the landscape of local government through property tax reform. Rather than wait for the outcome, we acted early, undertaking proactive, organization-wide work to evaluate all county services, priorities, and resources and prepare Leon County for a fundamentally different fiscal environment—positioning the County at the forefront of Florida local governments planning ahead for reform and prepared for whatever comes next. At the same time, our team restructured long-standing agreements and funding models for critical services, from fire services to arts and cultural programs, to ensure their continued viability. And as the pace of technological advancement accelerated, County staff continued to position the organization for a rapidly evolving future, addressing the emergence of data centers, new technologies, and increasingly complex cybersecurity risks. Through it all, my approach remains the same: execute our strategy, anticipate change, adapt when necessary, and position Leon County to fulfill our obligations to our citizens and achieve our highest potential as a community—whatever comes our way.

As always, Commissioners, my goal as your County Administrator is to continue to provide the Board with the highest standard of fiscal, strategic, and operational leadership, while making Leon County the model organization for all local governments to follow. Most of all, I strive to continue to earn your confidence and I greatly appreciate your support and feedback.

Major Policy Formation, Implementation, and Project Execution:

Provided timely, accurate and reliable policy analysis and focused leadership on project implementation in 2026:

- Continued the implementation of **Leon County's FY 2022 – FY 2026 Strategic Plan**; as of June, roughly 95% of the County's Strategic Initiatives were completed with the remaining in progress, and the County's five-year Targets and Bold Goals are on track for completion by FY 2026.
- **Developed a balanced FY 2027 Budget** as a transition-year plan ahead of potential significant property-tax revenue reductions and implemented immediate cash-insulation measures, including targeted hiring and discretionary-spending controls to preserve liquidity, maximize staffing flexibility, and minimize future service reductions or layoffs while maintaining the County's existing maximum millage rate.
- Received **national recognition from The Wall Street Journal** for Leon County's proactive response to Florida's proposed property-tax amendment, highlighting the County Administrator's early implementation of hiring and discretionary-spending controls and comprehensive analysis of potential financial and organizational restructuring before the measure reaches voters.
- Developed a **new Service & Advisory Model** for approximately $2 million in annual arts and cultural programming that preserves **COCA**'s grant-administration expertise and federal-match eligibility while returning custody of Tourist Development Tax grant funds to the County and strengthening Board oversight, standardized grant guidelines, and fiscal accountability, while ensuring consistent funding for cultural agencies.
- Successfully hosted the **2026 World Athletics Cross Country Championships** at Apalachee Regional Park, drawing more than 15,000 people—including nearly 11,000 visitors from outside Leon County and around the world—and **generating more than $6 million** in total local economic impact, exceeding early projections by more than 50%; further extended the event's community impact by reinvesting $10,000 in proceeds into Leon County Schools cross-country and track-and-field programs.
- Facilitated the **2025–2026 Citizen Charter Review Committee process** which brought together **21 citizen members** for a **comprehensive, nine-month review** of the County Charter. The Committee began its work in October 2025 and continued through July 2026, conducting **regular meetings, a special meeting, and three public hearings** as part of its citizen-led review. The process provided an extensive opportunity for public discussion, legal and policy analysis, and Committee deliberation regarding potential changes to the County's foundational governing document. The Committee's work ultimately resulted in **two Charter amendments recommended for placement on the November 2026 General Election ballot**: a Revision to the Preamble to reflect the esteemed humanity of all and a Historic Harm Charter Amendment, providing voters the opportunity to consider a change developed through the citizen charter review process.
- Advanced the **County-City consolidation** policy discussion from analysis to direct voter engagement with the placement of a **nonbinding countywide advisory referendum** on the November 3, 2026 General Election ballot.

- **Revised the collection method for fire rescue assessments** in the unincorporated area, **transitioning 23,194 properties** from City utility billing to the uniform property tax bill process beginning in FY 2026, ensuring consistent, accountable, and efficient revenue collection for critical fire services.
- Initiated a comprehensive **independent evaluation of future fire-service delivery** by awarding a contract to Fitch & Associates to assess the existing City-County fire-service model, identify potential efficiencies, evaluate alternative operational and fiscal models for unincorporated Leon County, recommend cost-effective service-delivery options, and develop implementation timelines.
- Completed the comprehensive update of the **Tallahassee-Leon County Comprehensive Plan Land Use and Mobility Element,** which became effective January 23, 2026 following coordinated adoption by the County and City and State review, establishing Leon County and Tallahassee as the first Florida community to fully integrate land use and transportation planning within a single Comprehensive Plan element and embedding Complete Streets best practices throughout the community's long-term growth framework.
- **Initiated the County's proactive response to emerging large-scale data center development**, to advance an 18-month moratorium to provide time for a coordinated, cross-departmental review of utility and water demands, environmental and infrastructure impacts, land-use compatibility, and siting considerations, with staff developing long-term policy and regulatory recommendations for future Board consideration.
- Completed the community-driven **Woodville Sense of Place Plan** following direct engagement with more than 600 residents, 130 community survey responses, focused workshops, and a final open house attended by more than 60 residents, establishing coordinated recommendations for park improvements, community beautification, economic development, pedestrian and roadway infrastructure, and continued investment in Woodville's rural town center while preserving its rural character.
- Initiated a **comprehensive organizational response** to significant new state statutory restrictions affecting the **County's Minority/Women Business Enterprise Program,** coordinating policy, procurement, contracting, and programmatic changes necessary for compliance while preserving opportunities to support local small businesses through race- and gender-neutral approaches.
- Established an ordinance for the **Leon County's School Zone Speed Enforcement Program** to reduce speeding and enhance student and pedestrian safety in designated school zones, established an interlocal framework with the Leon County Sheriff's Office, and completed a competitive procurement to identify a vendor to manage the automated enforcement system subject to final determination by the Board and resolution in State court.
- Completed a cross-agency assessment of the growing **use of video-camera and artificial-intelligence technologies in public spaces** and initiated development of a legal and policy framework addressing governmental oversight, individual privacy, and third-party data collection.
- Refined the County's affordable-housing investment strategy through adoption of the **FY 2027–FY 2029 SHIP Local Housing Assistance Plan,** including updated Rental

Development selection criteria designed to maximize the number of affordable rental units produced through County funding.

- **Expanded the County's inventory** of land available **to support affordable housing** by designating five additional County-owned parcels as appropriate for affordable housing, bringing the certified inventory to 17 parcels following the successful sale of one previously designated property.
- Successfully **advocated for enactment of Missy's Law** as a Leon County 2026 legislative priority, culminating in the Governor signing HB 445/SB 928 into law to require the immediate remand of defendants convicted of certain dangerous crimes rather than allowing them to remain free pending sentencing.
- Established a **Local Option Affordable Housing Property Tax Exemption** to increase the stock of affordable housing by providing up to 100% property tax exemption to new and existing rental developments with at least 50 units that dedicate units to low-income individuals and families.
- Completed a **comprehensive Revenue Diversification Study** evaluating opportunities to strengthen Leon County's long-term revenue structure and reduce reliance on property taxes, and immediately began implementing recommendations through Stormwater and Development Support & Environmental Management fee studies, enterprise-fund cost-recovery strategies, and broader revenue optimization.
- Adopted local review and approval procedures for **Certified Recovery Residences** ahead of the January 2026 state deadline, establishing clear application, site-development, reasonable-accommodation, and compliance standards for residences supporting individuals recovering from substance use disorders.
- **Amended the County's Traffic Calming Policy** to exclude undeveloped parcels from the 75% petition threshold and eliminate the 50-point minimum scoring requirement, improving accessibility to neighborhood safety measures and ensuring broader resident participation in traffic calming initiatives. Amended the **Environmental Management Act** to **expand permitting exemptions** for silviculture and forest management on lands managed under accredited land trust plans, supporting exemplary land stewardship and advancing the County's strategic priority to conserve environmentally sensitive lands.

Additional examples of major policy and project implementation are listed in the appropriate categories that follow, some of which are reported under multiple category areas as applicable.

Financial Management:

Provided for the sound fiscal management and fiscal stewardship of Leon County in 2026

- Led extensive fiscal analysis and legislative monitoring of unprecedented State **property tax reform proposals**, providing the Board with detailed projections showing the constitutional amendment under consideration could reduce Leon County property tax revenues by approximately **$71 million in FY 2028** and identifying the resulting implications for mandated functions, public safety, and other essential County services.
- P**ositioned Leon County as a statewide leader** in preparing for potential property tax reform by developing ***Preparing for a Property Tax Revenue Cliff*****,** a structured, segmented framework for evaluating services, priorities, and resources in anticipation of significant revenue reductions. T**he County's proactive approach served as a model** for local governments across Florida and was distributed to other jurisdictions to support their own property tax reform planning efforts.
- Produced a **balanced FY 2027 Budget** with no general millage rate increase for the 15th year in a row.
- Identified sufficient recurring resources to provide a **4% pay increase** for County Government and Constitutional Officer employees in the FY 2027 Tentative Budget without increasing the millage rate, utilizing General Revenue fund balance, or reducing other expenditures.
- Accepted $**145,496 in federal and state grant funding to support law enforcement** technology, hot spot policing in high-crime areas, and patrol activities on National Forest lands, and approved the use of $143,449 from the Law Enforcement Trust Fund to enhance youth development and crime prevention programs.
- Approved the **FY 2026 Fire Rescue Assessment and Fee Rate Resolution** without an increase, adopted the updated non-ad valorem assessment roll **adding 681 new properties,** and certified the $12.1 million roll to the Tax Collector, ensuring stable funding for fire rescue services in the unincorporated area.
- Continued to drive a culture of innovation and fiscal stewardship, empowering County employees through initiatives including the **I² Employee Innovation Awards Program** to identify **nearly $1 million in new cost savings** and avoidances in FY 2026, contributing to nearly $100 million in Countywide savings and avoidances since 2013.
- Led the coordination of the **County Legislative Program efforts which secured $2.5 million** in direct state legislative appropriations to support the County's Woodville Sewer, Courthouse Security Improvements, and Critical Backup Generators projects.
- Leveraged **$937,633 in FY 2026 opioid litigation settlement funds** to expand substance abuse treatment and recovery services through DISC Village; support LCSO treatment and youth prevention initiatives; provide 2-1-1 Big Bend Lyft transportation to treatment; and upgrade EMS equipment for opioid-overdose response, while extending provider agreements to preserve continuity of critical services.
- Maintained **strong investment-grade credit ratings**, including the County's **Aa2 rating from Moody's,** demonstrating the County's continued fiscal strength and resilience.

- **Maintained the lowest net operating budget and lowest net budget per resident among Florida's like-sized counties**, with a net operating budget of $349 million and spending of $1,155 per resident, while maintaining a lean workforce of 6.44 employees per 1,000 residents—among the lowest staffing levels of Florida counties.
- Established a contingency mechanism within the **County's FY 2026 CareNet agreements** to **provide advance funding to community health centers** if federal Low-Income Pool payments are delayed, helping maintain uninterrupted primary care for underserved residents.
- Authorized **$15 million in Housing Finance Authority multifamily housing revenue bonds** to support the approximately $23.1 million rehabilitation of Leon Arms Apartments in the Bond neighborhood, preserving 100 project-based Section 8 rental units for very low- and extremely low-income households without creating a repayment obligation for Leon County.
- Expanded the County's investment and financial tools to **increase affordable housing**, establishing a **new recurring $250,000 General Revenue commitment** for multifamily gap financing and leveraging SHIP and Blueprint/OEV resources to provide a **total of $500,000 annually in gap financing for affordable rental developments**, while advancing additional local funding commitments and a new property tax incentive to help attract state and private investment and increase housing for very-low- and extremely-low-income households.
- **Revised the collection method for fire rescue assessments** in the unincorporated area, **transitioning 23,194 properties from City utility billing** to the uniform property tax bill process beginning in FY 2026, ensuring consistent, accountable, and efficient revenue collection for critical fire services.
- Leveraged approximately **$1.38 million in federal and state grant funding to support Leon County Sheriff's Office** public-safety operations, including additional patrol capacity, violent-crime and human-trafficking investigations, victim advocacy, traffic-safety enforcement, child-exploitation investigations, cyber and electronic-surveillance capabilities, crime-scene equipment, and reimbursement of statutorily required immigration-enforcement costs.
- Expanded FY 2026 public-safety grant funding through **acceptance of an additional $75,000 Florida Department of Transportation grant** supporting occupant-protection enforcement, child-passenger safety initiatives, public education, and associated traffic-safety equipment.
- Completed a **comprehensive Revenue Diversification Study** evaluating opportunities to strengthen Leon County's long-term revenue structure and reduce reliance on property taxes, and immediately began implementing recommendations through Stormwater and Development Support & Environmental Management fee studies, enterprise-fund cost-recovery strategies, and broader revenue optimization.
- Supported a **$1.2 million, no-local-match State grant** application to expand the successful Village System of Care through the **"Bridge the GAP" program**, which would provide three years of case management, behavioral health supports, skill development, and related services to 144 at-risk young adults.

- Implemented a multiyear **Solid Waste Enterprise Fund cost-recovery strategy** after maintaining the residential assessment at $40 for 30 years, increasing the FY 2027 assessment to $80 and establishing phased adjustments designed to reduce the recurring General Revenue subsidy and ultimately move the enterprise toward full cost recovery while maintaining rates below most comparable jurisdictions.
- Developed a **new Service & Advisory Model** for approximately $2 million in annual arts and cultural programming that preserves **COCA**'s grant-administration expertise and federal-match eligibility while returning custody of Tourist Development Tax grant funds to the County and strengthening Board oversight, standardized grant guidelines, and fiscal accountability.
- Accepted a **$12,000 Florida Department of Health Emergency Medical Services** Matching Grant to support the County's annual "Press the Chest" **CPR training** event, which will engage nearly 500 residents in 2026.
- Reduced employee health insurance costs by promoting more cost-effective utilization of healthcare services, with a greater share of employees choosing urgent care centers in lieu of emergency room visits, generating an $800,000 savings to the County in reduced health insurance rates.
- Earned the Government Finance Officers Association **Distinguished Budget Presentation Award for the 36th consecutive year** for Leon County's FY 2026 budget, including special recognition in the Strategic Goals and Strategies category after all three independent reviewers awarded the County the highest possible score.

Crisis Management:

Ensured prompt organizational focus, accountability, and compassion in dealing with crises in 2026

- Advanced the comprehensive **Leon County Vulnerability Assessment**, including completion of a **countywide Exposure Analysis** using detailed flood modeling to identify areas and critical infrastructure vulnerable under current and future conditions and guide future resilience projects and grant opportunities.
- Secured more than **$2 million in State Homeland Security and Florida Department of Law Enforcement** funding to strengthen regional counterterrorism, intelligence sharing, emergency response, specialized training, critical-infrastructure protection, and Florida Public Safety Institute capabilities through the Leon County Sheriff's Office.
- Leveraged approximately **$127,250 in homeland-security funding** on behalf of the **Supervisor of Elections** to strengthen election cybersecurity, secure technology, communications, and continuity capabilities.
- Updated and distributed the **County's 2026–2027 Disaster Survival Guide** to every Leon County household while continuing Leon Ready, Leon Alerts, Citizens Connect, neighborhood readiness training, and the Citizen Engagement Series to strengthen community hurricane preparedness.
- Hosted the **2026 Citizens Engagement Series: Disaster Resilience Edition** at the Public Safety Complex, providing residents hands-on emergency preparedness instruction

through Emergency Management, Consolidated Dispatch, EMS, Volunteer Services, and nonprofit partners, including disaster supply planning, 911 communications, partner coordination, and Stop the Bleed training.

- **Earned national recognition for excellence in emergency communications**, with the Tallahassee-Leon County Consolidated Dispatch Agency (CDA) named **2026 APCO International Team of the Year** for its extraordinary response to the Florida State University mass shooting, while CDA Director David Odom was named **2026 APCO International Emergency Communications Center Director of the Year**.
- Managed a nearly **seven-week countywide burn ban and local state of emergency** during exceptional drought and elevated wildfire conditions, coordinating with the Florida Forest Service and local fire services to monitor changing risk conditions, extend restrictions as necessary, communicate safety requirements to residents, and lift the ban once rainfall and fire-risk indicators materially improved.
- Continued Leon County's annual **Press the Chest initiative,** which had provided hands-on CPR training to nearly 18,000 residents since 2011, equipping citizens with adult and child CPR, choking-response, and AED-awareness skills. Leon County EMS reported a return-of-spontaneous-circulation rate of approximately 36%–37% for cardiac-arrest patients, compared with an estimated national rate of approximately 25%, underscoring the community value of widespread CPR training through Press the Chest.
- Responded to over 60,000 Emergency Medical Services (EMS) calls in FY 2026.
- Activated Leon County's **extreme-heat response protocols** during the first **Extreme Heat Warning of the 2026** season, opening all County libraries as cooling stations, coordinating continuously with the National Weather Service and community partners, increasing EMS readiness, and deploying targeted information and assistance for residents particularly vulnerable to extreme heat.
- **Provided swift response to the Florida Sun Estates II Mobile Home Park water emergency**, mobilizing County resources to protect residents during a period without running water, connecting affected residents with legal and community resources, and pursuing recovery of approximately **$33,000 in emergency-response costs**, resulting in the property owner agreeing to **reimburse the County and provide rent relief to impacted tenants**.

Promoting Economic Vitality:

Continued to ensure that Leon County remains an effective leader and a reliable partner in growing and diversifying our community and local economy

- Successfully hosted the **2026 World Athletics Cross Country Championships** at Apalachee Regional Park, drawing more than 15,000 people—including nearly 11,000 visitors from outside Leon County and around the world—and **generating more than $6 million** in total local economic impact, exceeding early projections by more than 50%; further extended the event's community impact by reinvesting $10,000 in proceeds into Leon County Schools cross-country and track-and-field programs.
- Leveraged the success of the 2026 World Athletics Cross Country Championships to **advance discussions with World Athletics** toward establishing Apalachee Regional Park as the **permanent home of the Championships**, including Board-supported engagement

by the County Administrator, Chairman, and key staff with World Athletics leadership on a potential long-term hosting framework.

- **Secured and hosted the world's largest magnetics conference for a second consecutive year**, building on the successful recruitment of the Motor, Drive Systems, and Magnetics (MDSM) Conference in 2025 through coordinated efforts with the Office of Economic Vitality and community partners. The March 2026 conference attracted **more than 250 participants and nearly 40 exhibitors**, strengthening Leon County's visibility among industry leaders, researchers, and investors and further positioning the community as a hub for magnetic science, advanced manufacturing, research, and commercialization.
- Approved a three-year, **$60,000 Joint Project Services Agreement with Choose Tallahassee** to advance relocation marketing and lead generation through integrated Visit Tallahassee campaigns, supporting the County's Bold Goal of growing the tourism economy to $5 billion by enhancing visitor-to-resident conversion.
- Established a three-year **Film and Television Incentive Program with $125,000 annually** in performance-based **Tourist Development Tax incentives** tied to verified local production activity, overnight visitation, destination marketing, media distribution, and audience reach, creating a new tool to diversify and grow Leon County's tourism economy without General Revenue support.
- Achieved record February tourism performance, with **Tourist Development Tax collections reaching $821,622**—the highest February total in Leon County history and 24% above the prior year—while visitors generated a record $19.6 million in February hotel and short-term rental spending.
- Hosted the opening stop of the **national 2026 Kayak Adventure Series,** one of only six events nationally, showcasing Lake Talquin, Lake Iamonia, the Ochlocknee River, and other local waterways as competitive outdoor-sports destinations.
- Launched a **five-week America250 edition of Visit Tallahassee's Beyond Your Block** campaign, using the mobile app, six official America250FL Road Trip sites, local businesses and attractions, and on-site partner activations to encourage local exploration and heritage tourism.
- Launched the **inaugural Tallahassee-Leon County Restaurant Week** in partnership with Tallahassee Foodies, bringing together more than 25 locally owned restaurants for a 10-day culinary tourism initiative designed to strengthen local restaurants and elevate Leon County's reputation as a dining destination.
- Continued to elevate **Leon County as a premier destination for live entertainment** through a nationally recognized concert lineup at the **Adderley Amphitheater,** featuring legendary and acclaimed artists including **Gladys Knight, TOTO, Lake Street Dive, Earth, Wind & Fire, and Alabama Shakes,** while also supporting free community performances and celebrations such as Countdown at Cascades and the Halloween Symphony Spooktacular.
- Hosted the **11th Annual Leon Works Expo**, connecting more than **550 high school students** from Leon and Liberty counties with more than 100 employers and workforce partners representing high-demand careers in healthcare, business and information technology, skilled trades, creative industries, aviation, construction, emergency medical services, and other fields.

Organizational Improvement and Innovation:

Continued to lead organizational improvements, drive innovation and enhance employee performance, development and well-being

- Received a **$120,000 donation from the Friends of the Leon County Public Library** to further advance the Essential Libraries Initiative by expanding high-demand collections, early-literacy resources, branch furnishings, summer reading and author programming, and the Library of Things.
- Updated the **County's SHIP Rental Development program** criteria to better align County gap-financing decisions with Housing Finance Authority bond-financing standards, including project feasibility, funding compliance, amenities, energy efficiency, and proximity to employment and public transportation.
- Maintained nationally recognized standards for emergency communications through the **2026 CALEA reaccreditation of the Tallahassee-Leon County Consolidated Dispatch Agency (CDA),** affirming the agency's continued compliance with rigorous professional standards for public safety communications, operational excellence, accountability, and service delivery.
- **Modernized the County's subdivision and platting process** by adopting a revised Plat Ordinance establishing administrative plat approval, expediting building permit issuance, and streamlining related development agreements while maintaining established infrastructure and stormwater quality controls.
- Received **national professional visibility for Tallahassee-Leon County GIS** when Esri featured TLCGIS on the cover of its State and Local Sector publication highlighting the organization's geospatial AI innovation.
- Executed a **cross-departmental implementation process** to bring County procurement practices, contracts, sponsorships, special-event funding, and partner agreements into **compliance with SB 1134** while working directly with affected organizations to preserve legally permissible community services and minimize disruptions.
- **Expanded the Essential Libraries Initiative** into hands-on workforce development by offering free nine-session heavy-equipment training through the Main Library's excavator simulator, allowing residents to gain practical experience and earn a certificate of completion for presentation to prospective employers in a high-demand construction industry.
- Earned a **Top 10 national ranking in the 2026 Digital Counties Survey** for the 14th consecutive year, ranking as the highest Florida county in the 250,000–499,999 population category and tied for 10th nationally, recognizing Leon County's continued use of technology to improve service delivery, cybersecurity, emergency response, and operational efficiency.
- Launched a new **Sustainability Ambassadors training program** modeled on the Master Gardener concept to equip residents with practical knowledge on recycling, energy, transportation, and other sustainability topics that they can share within their neighborhoods and personal networks.

- Sponsored **nine Leon County Emergency Medical Technicians (EMTs) through the County's EMT to Paramedic Program** which allows County EMTs to pursue career advancement in emergency care by completing paramedic program training while employed with the County; to date, 41 EMTs employed by the County have completed the program and obtained paramedic licenses.
- Led Leon County's efforts to earn **eight National Association of Counties Achievement Awards in 2026**, bringing the County's **total to 126** national Achievement Awards since 2013 and recognizing innovative work in economic development, historic preservation, family services, public information, employee support, volunteerism, infrastructure standards, and comprehensive planning.
  - Miccosukee Community Center Revitalization
  - Family Resource Centers
  - Road Closure Response & Awareness Platform
  - Becoming a Permanent Home for the World Athletics Cross Country Championships
  - Building Safer Infrastructure Through Unified Engineering Standards: Leon County's Infrastructure Engineering Standards and Guidelines Manual
  - Mental Health Matters – Peer Support Program
  - Shaping Growth Together: Leon County-Tallahassee Comprehensive Plan Update Multi-Phase Public Engagement Strategy
  - Volunteer Management Training Series – Volunteerism Reimagined

- Continued to drive a culture of innovation and fiscal stewardship, empowering County employees through initiatives including the **I² Employee Innovation Awards Program to identify nearly $1 million in new cost savings** and avoidances in FY 2026, contributing to **nearly $100 million in Countywide savings and avoidances since 2013.**
- Continued implementation of the **Integrated Sustainability Action Plan**, which includes 18 goals and 91 action items to foster a more sustainable future and realize a 30% reduction in the County's greenhouse gas emissions by the year 2030. Following passage of House Bill 1217 during the 2026 Legislative Session, which prohibits local governments from adopting, implementing, or expending funds to advance certain net-zero policies, the County initiated the necessary changes to discontinue affected elements of the initiative in compliance with state law effective July 1, 2026.
- Provided **comprehensive legislative analysis and strategic guidance** throughout an unusually **complex 2026 Legislative Session**, producing a pre-Session legislative update, weekly Capitol Update briefings, an end-of-Session report, and final bill analyses to keep the Board and senior staff informed and positioned to respond to legislation affecting Leon County. The effort extended through **three special sessions** addressing congressional redistricting, the state budget, and property tax reform, while tracking significant legislation affecting County finances and operations, including **property tax reform, local government budget requirements, sovereign immunity, sustainability and net-zero policies, DEI programs, municipal water and sewer utility rates, affordable housing, and other home-rule and fiscal issues.**

- Continued implementation of the **County's Essential Libraries Initiative**, realigning Leon County Libraries' programs, services, and staff to address evolving trends in citizens' use of public libraries, refocusing priorities on the needs of the community, and engaging citizens to help develop new strategies to maintain community relevance.
- Received the **American Heart Association Mission: Lifeline EMS Gold Award for the ninth consecutive year** and recognition on the Heart Attack and Stroke Care Honor Roll, recognizing Leon County EMS for providing rapid, evidence-based prehospital care to patients experiencing life-threatening heart attacks and strokes.

Capital Project Management and Implementation:

Ensured the professional project oversight, design, engineering, procurement, schedule and budgeting of safe, functional and high-quality capital projects in 2026

- Advanced the **$34 million Phase 2 of the Woodville Sewer System**, which will provide central sewer service to **391 properties**, by completing final design, advancing right-of-way easement acquisition, and **securing the first $5 million** of a requested $10 million state Springs Restoration award for construction.
- Secured **$1 million through Florida Department of Environmental Protectio**n, requiring no local match, to expand the **Septic Upgrade Incentive Program** and fund approximately 133 additional advanced nitrogen-reducing septic system upgrades in the Wakulla Springs Priority Focus Area.
- Completed approximately **$9 million in Phase II improvements to the Magnolia Drive corridor** and reopened Magnolia Drive between Pontiac Drive and Diamond Street, delivering roadway reconstruction, new multi-use trail and sidewalk connections, streetscape and lighting improvements, upgraded stormwater and water/sewer infrastructure, underground electric utilities, and a new traffic signal at Jim Lee Road.
- Commenced construction of Phase II of the **Leon County Detention Center Exterior Stair Renovations**, implementing a **$562,388 project** to rehabilitate two **exterior emergency-egress stairways** serving the Detention Center housing pods, including replacement of deteriorated stair, structural steel, landing, decking, and roofing components to improve facility safety and structural integrity.
- Approved a **three-year** Memorandum of Agreement with the **Florida Department of Transportation providing $111,793 in annual reimbursement** for the County's maintenance of enhanced landscaping along Apalachee Parkway, Mahan Drive, Capital Circle Southeast & Southwest, and Thomasville Road corridors, representing a $33,394 annual increase from the prior agreement.
- Approved an **Interlocal Agreement with the City of Tallahassee** for the maintenance of landscaping on Capital Circle Southwest and Southeast, **providing $143,156** that leverage City efficiencies to reduce costs by up to 50% compared to alternatives and ensure consistent corridor appearance.
- Advanced construction of **critical safety and operational improvements at Old Bainbridge Road** and Capital Circle Northwest by awarding an $841,799 construction contract for the realignment of the intersection, new turn lanes, stormwater improvements,

and restoration of canopy vegetation, building on $431,086 in previously secured FDOT construction funding.

- Leveraged **$1.416 million in FDOT-administered federal funding** with no local match required to advance construction of approximately **0.7 miles of new sidewalk along Old St. Augustine Road**, closing a critical gap in the pedestrian network and creating an approximately two-mile continuous route between Suwannee Street and Paul Russell Road. Advanced the Old St. Augustine Road Sidewalk Project by securing an additional $234,000 in FDOT funding for construction engineering and inspection, bringing the overall project agreement to approximately $1.86 million and positioning the County to construct approximately 0.7 miles of new sidewalk that will close a critical pedestrian gap between Winchester Lane and Paul Russell Road.
- Advanced the regional **Big Bend Scenic Byway Improvements Project** to construction, managing the federally funded initiative on behalf of Leon, Wakulla, and Franklin counties by awarding a **$1.34 million construction contract** for the installation of 11 covered informational kiosks, 17 wayside exhibits, 13 gateway signs, and 64 driver-approach markers throughout the 220-mile nationally designated scenic corridor. Funding was provided by FDOT with no local match.
- Demonstrated measurable progress in the **long-term restoration of Lake Munson** following implementation of the Lake Munson Action Plan and drawdown, with post-drawdown monitoring showing nitrogen concentrations below the lake's applicable water-quality threshold and 2022 averages, phosphorus concentrations below 2022 levels and continuing to decline, and broader ecological recovery reflected in increased wildlife activity and reestablishment of native vegetation.
- Advanced the **$1.6 million Munson Slough Embankment Repair Project** by executing an $800,000 Florida Department of Environmental Protection grant agreement, with no required County match, to support design and construction of improvements that will stabilize eroded embankments and improve water quality and aquatic habitat.
- Developed and implemented a **comprehensive Leon County Infrastructure Engineering Standards and Guidelines Manual** consolidating previously dispersed federal, state, and local design requirements into a single, field-ready framework for County capital projects and private development, improving consistency, predictability, safety, and efficiency while reducing design revisions and administrative delays.
- Completed a data-driven **engineering evaluation** of persistent flooding along the **Miccosukee Road Greenway**, systematically testing potential causes through County field investigation, independent engineering inspections, and regulatory coordination, ruling out three identified causes and advancing a targeted stormwater model to evaluate post-development conditions and guide future capital investments to reduce flood risk.
- Advanced improvements at the **Smith Creek Road Volunteer Fire Department** station by **replacing the previously planned ground-level water tank** with a more efficient commercial well that will provide greater water capacity, faster apparatus replenishment, and reduced maintenance while remaining within the existing $150,000 budget. The nearest hydrant is approximately 10 miles from the station.
- Advanced long-awaited **safety improvements at Woodville Highway and Natural Bridge Road**, working with FDOT to advance the installation of a new traffic signal and

northbound left-turn lane and securing Board approval of $210,000 in County funding for right-of-way acquisition, leveraging $1.1 million in State construction funding to move the project forward as quickly as possible.

- Earned **four American Public Works Association Big Bend Branch Project of the Year Awards** recognizing excellence in project management, technical achievement, safety, community relations, and infrastructure delivery for the Magnolia Drive Multi-Use Trail Phase II, Main Library Second Floor Renovation, Centerville Road Turn Lane Improvement, and Northeast Lake Munson Septic-to-Sewer Conversion projects.
- **Pursued approximately $1 million in state transportation funding to advance pedestrian safety and connectivity**, including a $500,000 FDOT Safe Routes to School grant application for approximately 1,946 feet of sidewalk along Buck Lake Road serving Buck Lake Elementary School and Swift Creek Middle School, and Transportation Alternatives funding for the Shelfer Road sidewalk connection between Capital Circle Southwest and Crossway Road.

Leveraging Partnerships:

Continued to implement new opportunities to leverage partnerships for the benefit of the community in 2026

- **Partnered with the Florida Highway Patrol** to launch a targeted speed enforcement operation on **State Highway 20** following multiple fatal crashes, increasing patrols to improve roadway safety and reduce traffic deaths.
- Enhanced the **Community Human Services Partnership in coordination with the City of Tallahassee** by eliminating the 7.5% funding cap that limited awards to new human-service agencies, while replacing the cap with strengthened fiscal training, financial-documentation, and reporting requirements to expand access to funding without compromising accountability.
- Committed **$93,750 in County gap financing, matched by the City of Tallahassee**, to support Volunteers of America of Florida's proposed $35.4 million ViaNova Apartments development on South Monroe Street, an **86-unit affordable housing project** serving low, very-low-, and extremely-low-income households and providing supportive services for individuals and families transitioning from homelessness.
- Continued targeted investments and partnerships to address poverty and economic mobility in high-need neighborhoods, including successful **completion of heirs' property assistance by 20 families** since implementation of the County-supported program.
- Approved **$100,000 in FY 2026 diversionary program funding** to establish a **Construction Readiness initiative** with the Leon County Sheriff's Office and Goodwill, providing incarcerated participants intensive construction training and opportunities to earn nationally recognized OSHA and NCCER credentials, with capacity to serve approximately 60–75 participants annually and improve employment opportunities following release.
- Partnered with the **City of Tallahassee and Tallahassee Lenders' Consortium** to break ground on the **17-home Wallis Street Community Land Trust** development in South City, the largest local Community Land Trust project to date, using County SHIP and City

housing resources to create long-term affordable homeownership opportunities for low-income buyers.

- Completed the comprehensive update of the **Tallahassee-Leon County Comprehensive Plan Land Use and Mobility Element**, which became effective January 23, 2026 following coordinated adoption by the County and City and State review, establishing Leon County and Tallahassee as the **first Florida community to fully integrate land use and transportation planning** within a single Comprehensive Plan element and embedding Complete Streets best practices throughout the community's long-term growth framework.
- Advanced community health planning by presenting an assessment of Leon County's efforts related to the **Tallahassee Memorial HealthCare Community Health Needs Assessment,** resulting in Board direction to convene a workshop with local healthcare providers to examine service delivery, accountability, community needs, and opportunities for greater coordination.

Citizen and Community Engagement:

Created and enhanced opportunities to engage our community in ways that foster co-creation and connectedness

- Hosted the **11th annual Created Equal** program with The Village Square, using "The Soul of Food" panel discussion and community dialogue to explore how food, culture, history, identity, and lived experience connect residents across the community.
- Partnered with the **Tallahassee Urban League and Leon County Sheriff's Office** on a public information campaign focused on **reducing gun violence** in the community.
- Formalized a long-term **partnership with Carters Corner Community Services and Farm Share** to hold periodic food-distribution events at County facilities, allowing the County to provide facilities, operational support, outreach, traffic control, and coordination with community partners to expand access to nutritious food in neighborhoods experiencing high poverty and food insecurity.
- **Completed the 2026–2036 Management Plan for the 881-acre J.R. Alford Greenway** through a citizen-led planning and public engagement process, establishing updated priorities for public access and recreation, natural-resource stewardship, and preservation and interpretation of the Greenway's cultural and historical resources.
- Celebrated **25 years of service at the Dr. B.L. Perry, Jr. Branch Library**'s South Adams Street location and more than 50 years of branch-library service to the Southside community. The branch had welcomed nearly 2.8 million visitors since opening at its current South Adams Street location in 2001.
- Launched a **three-part America250 Library Lunch Break series** examining American history, supported through federal Library Services and Technology Act funding and complemented by a limited-edition America250 library card.
- Continued the County's longstanding partnership with the Council of Neighborhood Associations through the **45th Annual Neighborhood Recognition Program**, recognizing outstanding neighborhood leadership, resident engagement, community stewardship, and revitalization across incorporated and unincorporated Leon County.

- Hosted the **2026 Sustainable Communities Summit**, bringing nearly 60 residents together for hands-on sustainable-living demonstrations, resource sharing, storytelling, gardening, mending, and other practical environmental-stewardship activities with local partners.
- Advanced the **comprehensive update** of the **Tallahassee-Leon County Comprehensive Plan Land Use and Mobility Elements** through County adoption following a multiyear planning and public engagement process, incorporating updated policies governing future growth, development, mobility, rural and environmentally sensitive areas, and the Urban Services Area. At adoption, the Board amended the proposal to exclude four parcels along Old St. Augustine Road from the proposed Urban Services Area expansion.
- Engaged Leon County citizens at the **2026 Spring Home Expo** to provide homeowners with useful skills, resources, and knowledge to create a more sustainable and resilient home.
- Facilitated the **2025–2026 Citizen Charter Review Committee** process which brought together **21 citizen members** for a **comprehensive, nine-month review** of the County Charter. The Committee began its work in October 2025 and continued through July 2026, conducting regular meetings, a special meeting, and three public hearings as part of its citizen-led review. The process provided an extensive opportunity for public discussion, legal and policy analysis, and Committee deliberation regarding potential changes to the County's foundational governing document. The Committee's work ultimately resulted in **two Charter amendments recommended for placement on the November 2026 General Election ballot**: a Revision to the Preamble to reflect the esteemed humanity of all and a Historic Harm Charter Amendment, providing voters the opportunity to consider a change developed through the citizen charter review process.
- Completed the community-driven **Woodville Sense of Place Plan** following direct engagement with more than 600 residents, 130 community survey responses, focused workshops, and a final open house attended by more than 60 residents, establishing coordinated recommendations for park improvements, community beautification, economic development, pedestrian and roadway infrastructure, and continued investment in Woodville's rural town center while preserving its rural character.
- Assisted thousands of Leon County veterans and their families **secure more than $42 million in earned benefits** in 2026.
- Recognized and honored the service of local veterans through County annual events and initiatives such as the **Operation Thank You, Commemorative Wreath Ceremony on Memorial Day** and the **Operation Thank You Breakfast on Veterans Day.**
- Maintained and grew Leon County's Facebook, X, Instagram, LinkedIn, Nextdoor, and YouTube accounts, totaling **more than 366,000 followers across all platforms.**
- Continued to provide citizens with real-time news updates on the County's digital media subscription service Mailchimp to **more than 57,000 subscribers**.

Community and Professional Leadership:

Continued to grow professionally to best represent Leon County locally, statewide, and nationally

In FY 2026, the County Administrator:

- Provided statewide leadership in preparing for potential property tax reform by developing ***Preparing for a Property Tax Revenue Cliff***, a structured approach to evaluating services and resources that Leon County made available as a peer resource for fellow Florida counties, sharing the County's planning methodology to help other local governments prepare for potentially historic revenue reductions.
- Maintained designation as an **ICMA Credentialed Manager for over 17 years,** reflecting a longstanding commitment to the highest standards of professional local government management, continuing education, and professional development.
- **Serves on the Board of Trustees of the Florida Local Government Investment Trust** (Florida Trust), helping guide investment strategy, governance, and oversight for Florida's longest-running member-owned and member-governed local government investment pool.
- Provided active leadership within the **Florida Association of County Managers as a past president and longtime member,** contributing experience and perspective on emerging statewide issues affecting Florida counties.
- Shared professional expertise and best practices with county elected officials and local government leaders across Florida through a longstanding role as a **speaker and trainer with the Florida Association of Counties**.
- **Served on the Board of Directors of the Institute for County Government**, supporting leadership development, education, and innovative thinking among Florida's county elected officials and professional leaders.
- Shared nearly **three decades of practical local government experience as a regular lecturer at FSU's Askew School of Public Administration and Policy**, helping prepare students and emerging public administrators for careers in public service.
- **Represented Leon County** in a July 8 **Wall Street Journal examination** of how Florida local governments are preparing for the proposed property tax amendment, quoted on the potential scale of the revenue impact.
- Authored the Introduction and other sections of the **2026 Florida County Government Guide** issued by the Florida Association of Counties as a statewide resource on all aspects of Florida county government.
- Served as a **panelist for the Florida Association of Counties Institute for County Government on "In the Hot Seat: Leading through Political Crosswinds,"** addressing the growing political exposure of the county administrator role and the practices that sustain effective board-manager relationships.

Recognizing the continuous nature of professional development and representation of the County, the following provides select highlights from recent years:

- **Served as a featured panelist at the 2025 Florida Association of County Managers Annual County Manager Workshop**, sharing Leon County's experience and expertise in consolidated 9-1-1 emergency communications as part of a statewide "Hot Topic" discussion on Public Safety Answering Points with county managers and public safety leaders from across Florida. ***(FY 2025)***
- Received the **2024 "Distinguished Alumni Award"** from Florida State University and the College of Social Science and Public Policy, the highest honor given to alumni for their professional achievements, contributions to society, and support of the college and university. ***(FY 2024)***
- Designed and presented a training session for the **Florida Association of Counties' New Commissioner Bootcamp** during the 2024 FAC Legislative Conference. ***(FY 2023)***
- Delivered the **commencement speech for the 2023 Certified Public Manager Graduation Ceremony** which celebrated the hard work of more than 120 program graduates and underscored the crucial role of professional public managers. ***(FY 2023)***
- Featured as the **keynote speaker for the 75th Anniversary of the Reubin O'D. Askew School of Public Administration and Policy** with over 150 students, faculty, and alumni in attendance to celebrate the milestone. ***(FY 2023)***
- Represented Leon County on the **cover of the Winter 2022 edition of 850 Business Magazine** in the cover-featured article, "Leon Gets Noticed," which highlighted the County's major successes in securing game-changing growth and development in the community. ***(FY 2023)***
- Served as a **panelist for the Florida Association of County Managers "Deep Dive into Strategic Planning for Your County" Educational Session** to share insights and best practices relating to the successful development and implementation of strategic plans. ***(FY 2023)***
- Featured as a **speaker for the "So You're Going to Be a City/County Manager" Workshop** at the Florida City and County Management Association Annual Conference to engage young and mid-career professionals that aspire to be the next generation of city and county managers. ***(FY 2023)***
- Earned the **2022 ICMA Award for Career Excellence** in recognition of leadership in implementing transformational Leon County projects and policy, managing historic crises, protecting public safety during disaster, and consistently setting the highest standard in public service. ICMA's Award for Career Excellence is presented annually to only one local government administrator in the world and celebrates "an outstanding chief local government administrator who has fostered representative democracy by enhancing the effectiveness of local elected officials and by consistently initiating creative and successful programs. ***(FY 2022)***
- Named **2021 "Person of the Year" by Capital Outlook** in recognition of distinguished leadership, service, and community engagement. ***(FY 2022)***








Leon County
2026

ANNUAL REPORT







People Focused.
Performance Driven.

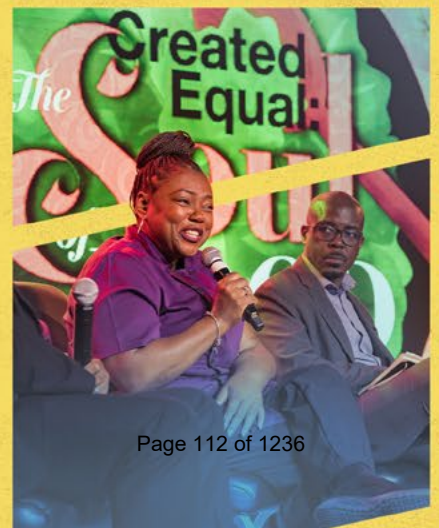





TABLE OF CONTENTS

Leon County Board of County Commissioners 3
Message from the Leon County Administrator 4
L.E.A.D.S. 6
I² Awards 7
Living Our Core Practices 8
Delivering the WOW! Factor in Customer Service 9
Strategic Plan - FY2022 - FY2026 10
Leon County Attorney 26
Providing Service 24 Hours a Day, 7 Days a Week 28
Organizational Chart 30
Delivering on Our Priorities: Main Library Presents New Opportunities 31
Community Relations and Citizen Engagement 32
Subscription Services vs. County Services 34
FY 2026/2027 Leon County Adopted Budget at a Glance 35
Performance Driven Progress 36
Stretching Your Tax Dollars 37

DEPARTMENTS

Emergency Medical Services (EMS) 38
LeRoy Collins Leon County Public Library System 40
Emergency Management 42
Tourism 44
World Athletics Cross Country Championships 46
Office of Economic Vitality 48
Blueprint Intergovernmental Agency 49
Planning 50
Public Works 51
Engineering Services 52
Operations 53
Fleet Management 54
Sustainability 55
Parks and Recreation 56
Facilities Management 58
Solid Waste Management 59
Legislative and Strategic Initiatives 60
Animal Control 61
Development Support and Environmental Management (DSEM) 62
Human Services/Healthcare/CHSP 64
Housing Services 65
Veteran Services 66
Community and Media Relations 68
Volunteer Services 70
Human Resources 71
Office of Information & Technology 72
Probation, Supervised Pretrial Release, and Drug/Alcohol Testing 73
Office of Management and Budget (OMB) 74
Purchasing and Risk Management 75

County Leadership Directory 76
Citizen Committees 78
Quick Reference 79
Employing Team Approach 81
Leon County Board of County Commissioners 82
Shaping Our Community for Future Generations 83



World Athletics Cross Country Championships at Leon County Apalachee Regional Park

Leon County Statistics

Population: **305,866**

33% unincorporated

67% within city limits

Area (Square Miles): **702**

Established: **1824**

Charter Date: **2002**

County Seat: **Tallahassee**

Median Household Income: **$92,600**

Districting: **5 Single Districts / 2 At-Large**

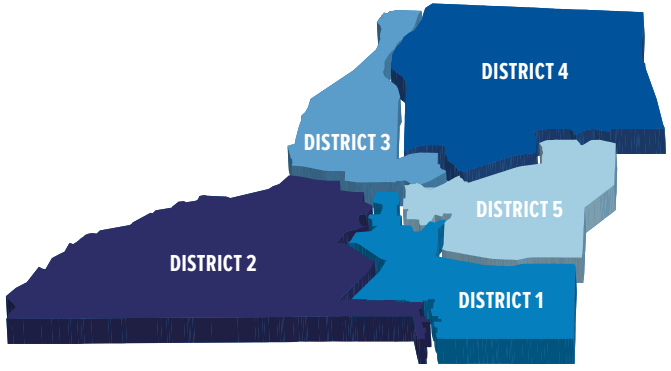
Median Age: **28.5**

Source: The United States Census Bureau

ABOUT LEON COUNTY

Leon County was named after the Spanish explorer Juan Ponce de Leon. He was the first European to explore Florida in 1513 in search of the "Fountain of Youth" and named the state after the Spanish word for "flowery."

Leon County is home to Florida's capital, Tallahassee, which was established in 1824. Legislative and executive offices, the State House and Senate chambers are located here. As a political subdivision of the state, the County is guided by an elected, seven-member Board of County Commissioners.



Five members of the Board are elected to serve specific commission districts and two members are elected at-large. Leon County is a Council-Manager form of government, and the County Administrator is appointed by the Board to oversee all functions, directives and policies. Florida Statutes, Chapter 125, establishes the powers and duties of the County Commission and the County Administrator. As of November 12, 2002, Leon County is governed by a Home Rule Charter.

This document fulfills the annual reporting requirements of Chapter 125.74, Florida Statutes and Sec. 2-501(1), Leon County Administrative Code. 1,500 copies were printed for community distribution at a cost of $9,925.76.
This publication is printed on paper sourced from certified renewable forestry operations and is 100% recyclable.

LEON COUNTY BOARD OF COUNTY COMMISSIONERS

Vision

A community that is safe, healthy and vibrant.

Mission

To efficiently provide public services which serve and strengthen our community.



District 1 Commissioner Bill Proctor

At-Large Commissioner Nick Maddox

District 3 Commissioner Rick Minor

District 2 Commissioner Christian Caban (Chairman)

District 5 Commissioner David T. O'Keefe (Vice Chairman)

At-Large Commissioner Carolyn D. Cummings

District 4 Commissioner Brian Welch

MESSAGE FROM THE LEON COUNTY ADMINISTRATOR

PEOPLE FOCUSED. PERFORMANCE DRIVEN.



VINCENT S. LONG

County Administrator
850-606-5300 | LongV@LeonCountyFL.gov

Vince Long has worked for Leon County since 1995 and was appointed County Administrator in 2011. As the County government's Chief Executive Officer (CEO), he provides fiscal, strategic and operational leadership, along with professional analysis and implementation of the Board's policies. He holds a Master of Public Administration from the Askew School of Public Administration and Policy at Florida State University and is a graduate of Harvard University's John F. Kennedy School of Government Institute for Senior Executives in State and Local Government. Vince is a credentialed manager through the International City/County Management Association (ICMA). In 2022, he earned the ICMA Award for Career Excellence and, in 2024, the Distinguished Alumni Award from Florida State University's College of Social Sciences and Public Policy. He serves on the boards of the Florida Association of County Managers, the Florida Association of Counties Institute for County Government and the Florida Trust Board of Trustees. A graduate of Leadership Tallahassee and Leadership Florida, Vince is active in numerous community and professional organizations. He also serves on the Askew School Advisory Council, is a regular lecturer and has been featured in national media and publications for his expertise in local government issues.

2026 YEAR IN REVIEW: INVESTING IN COMMUNITY, BUILDING FOR TOMORROW

In 2026, Leon County continued to make great progress and serve our citizens while embracing big challenges and always striving to set the standard for performance, fiscal stewardship, and best practices for local governments everywhere.

The 2026 Annual Report highlights Leon County's commitment to investing in infrastructure, creating places for people and businesses to thrive, and advancing innovation through co-creation—all of which makes our county one of the best places anywhere to live, work, and play.

And we did this and so much more in 2026, staying focused on our ambitious targets and bold goals for the organization and the community, including growing our local tourism economy, addressing pressing issues like affordable housing, protecting our precious environment, and so much more.



World Athletics Cross Country Championships Tallahassee 26

LIVING OUR CULTURE, SHAPING OUR COMMUNITY

This annual report to the Board of County Commissioners and our citizens demonstrates our focus on the County's clear vision to have a community that is safe, healthy, and vibrant, as well as our mission to provide essential public services that serve, shape, and strengthen our county. Our dedicated employees at Leon County take special pride in our community. They are your neighbors, friends, and family members who maintain our roads, respond in times of crisis, protect our natural resources, and deliver critical services every day. That connection to our community inspires them to go above and beyond in serving our residents when they need us most.

While addressing our community's most critical needs, we stayed focused on protecting and improving water quality in the Southside by leveraging more than $60 million in County and State funding for septic-to-sewer improvements. We've surpassed our goals, with 580 septic upgrades completed or underway. We resurfaced nearly 13 miles of roadway and graded more than 800 miles of dirt roads, critical work that keeps people safe and neighborhoods protected.



Main Library 2nd floor renovations: CAT Excavator simulator

From pipes and pavement to parks and public spaces, we improved one of our most beloved community spaces. Leon County invested $3.5 million to transform more than 30,000 square feet of the Main Library's second floor. It now offers 15 meeting and gathering spaces, a workforce hub, a recording studio, and a CAT Excavator simulator, making Leon County one of only two library systems in the nation to offer it.

With that same dedication to ensuring our community's brightest future, Leon County also expanded affordable housing opportunities by continuing $500,000 in annual gap financing for affordable rental housing projects and approved $15 million in bonds to preserve 100 affordable units. The County further strengthened affordable homeownership through the Community Land Trust initiative, welcoming four first-time homebuyers into new homes and breaking ground on the 17-unit Wallis Street affordable housing development, our largest yet. We've accomplished this while also advancing the County's commitment to veterans, helping them and their families secure more than $42 million in earned benefits this year alone.

From our commitment to fiscal stewardship to our nationally recognized programs, the men and women of Leon County Government have a lot to be proud of in 2026 as they continue to drive performance and deliver results to our citizens.



Northeast Gateway construction

ENGAGING CITIZENS AS CO-CREATORS

This year, we continued to engage the community by building connections with each other through innovative initiatives and programs. With this commitment, we held our annual 9/11 Day of Remembrance and Service, honoring the victims, survivors, and others who rose in service in response to the tragic events of September 11, 2001. During this year's event, more than 50 County leaders and employees came together to pack and deliver 250 food boxes to local homeless veterans in partnership with Second Harvest of the Big Bend.

We held important conversations about race by engaging hundreds of citizens through our award-winning Created Equal program. Featuring a panel of academic experts and community members, the program explored how food tells the story of survival, adaptation, and celebration across generations.

Demonstrating our commitment to civic engagement and good governance, the Citizen Charter Review Committee convened for the third time since the adoption of the Home Rule Charter in 2002. Following a nine-month review of the County Charter, the Committee advanced two amendments, which voters will consider during the 2026 General Election.

Recognizing that the key to a strong community is equipping citizens with the skills necessary to compete in the growing and changing skilled job market, Leon County held the annual Leon Works Expo to introduce students to local skilled workforce opportunities. Since launching in 2015, the Leon Works Expo has connected more than 9,000 high school students with more than 600 local employers, academic institutions, and workforce development organizations.

As a premier destination in the South, 2026 was another record-breaking year for our local tourism economy. From concerts and festivals to sporting events and more, local tourism generated more than $1.4 billion in economic impact and more than 2.5 million visitors. The County also delivered our most successful concert lineup yet, welcoming more than 15,000 to the Adderley Amphitheater.

This momentum set the stage for 2026, when Leon County welcomed the world to Apalachee Regional Park for the 46th World Athletics Cross Country Championships, marking the event's first return to the United States in more than 30 years. Nearly 500 world-class runners and Olympians representing 48 countries traveled to Leon County to compete for world titles. The event welcomed more than 15,000 attendees and generated more than $6 million in visitor economic impact, demonstrating the value of the years of planning and preparation that went into the event.

SETTING THE STANDARD IN PUBLIC SERVICE

Our commitment to service is at the heart of everything we do in Leon County, and it drives us to be the best in our fields.

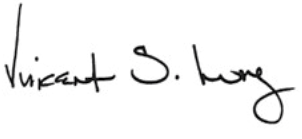
Behind these achievements is a high-performing team committed to efficiency and results—guided by a strategic plan with a clear vision, bold goals, and measurable targets. In 2026, our dedicated County employees earned dozens of state and national awards for exceptional public service. And we did it while holding the millage rate flat for the 15th consecutive year and maintaining one of the lowest budgets and one of the lowest employee-to-resident ratios among peer counties, which underscores our effectiveness and fiscal stewardship.

BUILDING ON OUR PROGRESS

As we look ahead, we will continue to face the same challenges of communities and governments everywhere else, but at Leon County, we remain committed to listening to the people we serve, tackling our greatest challenges together, and striving to be a place like nowhere else.

And we cannot do this alone. Thank you for your continued confidence in the work we do on behalf of and alongside our citizens to make our community even better.

Here's to 2026!



HOW LEON COUNTY LEADS

Throughout Fiscal Year 2026 (FY26), Leon LEADS continued to serve as Leon County Government's strategic approach to aligning the guiding vision and strategic priorities of the Leon County Board of County Commissioners (Board) with the optimized resources of the organization. LEADS provides a structure to support and sustain our *People Focused. Performance Driven.* culture through a continuous process that looks inward to strengthen what works and abandon what does not while looking outward to receive feedback from residents and leverage partnerships that adjust as conditions change.

County employees are more committed than ever to delivering the quality of service our residents deserve for their tax dollars, working with our community to tackle the tough problems of today, and ensuring our quality of life into the future. Below are just a few highlights of how the County's LEADS framework supports an organizational culture that simply but powerfully combines performance and relevance.

ENHANCING INFRASTRUCTURE AND CONNECTIVITY FOR ALL

In FY26, the County continued to invest in infrastructure and connectivity, providing residents of all ages with enhanced mobility and accessibility.

The completion of Phase II of the Magnolia Drive Multi-Use Trail Project restored a critical connection for residents and commuters while delivering safety upgrades and long-term infrastructure improvements. Representing an investment of more than $9 million, the segment of Magnolia Drive between Pontiac Drive and Diamond Street added new trail and sidewalk connections, upgraded lighting and streetscapes, enhanced underground utilities and stormwater systems, and installed a new traffic signal at Jim Lee Road and Magnolia Drive.

These investments reflect the County's commitment to promoting livability, health, and a sense of community by supporting strong neighborhoods and enhancing mobility.

LEON LEADS
PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Listens for Changing Needs
Engages Citizens and Employees
Aligns Key Strategic Processes
Delivers Results & Relevance
Strives for Continuous Improvement

BUILDING A STRONGER COMMUNITY THROUGH AFFORDABLE HOUSING

Leon County is dedicated to increasing the availability of safe and affordable housing through strong and successful partnerships.

In 2020, Leon County Government and the City of Tallahassee established the Community Land Trust (CLT) to increase affordable housing opportunities in Leon County. The CLT promotes homeownership by acquiring and developing affordable single-family and multi-family housing with long-term affordability restrictions for income-eligible residents.

In October 2025, Leon County and community partners welcomed four first-time homebuyers to their new homes during a Community Land Trust (CLT) Housewarming Ceremony. The 1,126-square-foot townhomes in the Griffin Heights neighborhood were built on land donated by the County and financed with funds from the County's annual State Housing Initiatives Partnership (SHIP) allocation. Then, in March 2026, Leon County and community partners broke ground on the Wallis Street Project in the South City neighborhood, which will be financed with funds from the County's SHIP allocation. The project will deliver 17 homes for low-income buyers, a mix of single-family detached houses and duplex-style townhomes, making it the largest CLT development to date.

To further expand the inventory of safe and affordable housing options, Leon County continues to strategically allocate $500,000 annually for affordable rental housing to support projects for very low- and extremely low-income households, following coordination with the Housing Finance Authority and other community organizations.

Through these investments and partnerships, Leon County continues to expand access to safe, affordable housing, helping residents build wealth, achieve stability and strengthen our community.

CREATING A SHARED VISION THROUGH PARTNERSHIPS

Through a strong network of community partners, Leon County works closely with local organizations, businesses and residents to address their unique needs and make the community a great place to work, live, and thrive.

In March, Leon County welcomed nearly 260 industry leaders from seven countries and more than 30 exhibiting companies for the 2026 Motor, Drive Systems, & Magnetics (MDSM) Conference, the world's premier technical conference and exhibition for motor design, drive systems, and magnetics. Continuous engagement from Leon County and community partners resulted in the conference generating significant direct spending and sparking new investment conversations to strengthen the local advanced-manufacturing ecosystem.

In FY26, Leon County engaged residents to gather valuable input on priorities, opportunities, and recommendations for the Woodville area to inform the Woodville Sense of Place Plan. Approved as a strategic initiative by the Leon County Board of County Commissioners, the resulting plan provides a roadmap for future improvements that preserve Woodville's unique character while supporting economic vitality, safety and community identity.

Collaborating with our partners on events and initiatives like these reinforces our shared commitment to creating a vibrant community for all.

COUNTY CONTINUES TO REALIZE COST SAVINGS AND NEW EFFICIENCIES, SAVING NEARLY $100 MILLION TO DATE

Leon County Government has maintained a longstanding commitment to responsible fiscal stewardship. Since 2013, Leon County realized nearly $100 million in savings and cost avoidance while continuing to deliver essential services.

Through year-round operational efficiencies and innovative practices, the County's I² (Innovator & Inspirator) Awards Program has saved the County more than $28 million, including $1.9 million in recurring costs and more than $26 million in one-time costs. These efforts are in addition to $71 million in direct savings and cost avoidance through innovative County initiatives.

The success of the I² Awards Program reflects Leon County's commitment to fostering innovation across the organization. The program recognizes employees for innovative ideas, teamwork, strategic processes, efficiency, and the ability to achieve positive results. Additionally, the I² Awards convey the value Leon County places on employee-led improvements that result in increased efficiencies, enhance or support the delivery of County services, reinforce Leon County's relevance in the community, and exemplify the County's Core Practices in the workplace.

These improvements can range from internal operations to County projects that maximize public investment. For example, as part of the Miccosukee Community Sense of Place study and following years of citizen engagement and construction efforts, the historic 1940 Concord School was transformed into the Miccosukee Community Center, featuring a multipurpose event space, a warming kitchen, and classrooms for after-school programs. Funded primarily through a $3.6 million Community Development Block Grant and $1 million in federal funding with minimal County match, the project leveraged competitive bidding to maximize grant resources and cover most construction costs.



I² Awards presentation

Together, these fiscally responsible practices have helped Leon County realize nearly $100 million in cost savings and avoidance while maintaining its countywide millage rate at 8.3144 for 15 consecutive years. By continually improving operations and maximizing every taxpayer dollar, Leon County remains committed to delivering exceptional public services through responsible financial stewardship.



LIVING OUR CORE PRACTICES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Our Core Practices

Delivering the "Wow" factor in Customer Service. Employees deliver exemplary service with pride, passion and determination; anticipating and solving problems in "real time" and exceeding customer expectations. Customers know that they are the reason we are here.

Connecting with Citizens. Employees go beyond customer service to community relevance, engaging citizens as stakeholders in the community's success. Citizens know that they are part of the bigger cause.

Demonstrating Highest Standards of Public Service. Employees adhere to the highest standards of ethical behavior, avoid circumstances that create even an appearance of impropriety and carry out the public's business in a manner which upholds the public trust. Citizens know that we are on their side.

Accepting Accountability. Employees are individually and collectively accountable for their performance, adapt to changing conditions and relentlessly pursue excellence beyond the current standard, while maintaining our core values.

Exhibiting Respect. Employees exercise respect for citizens, community partners and each other.

Employing Team Approach. Employees work together to produce bigger and better ideas, to seize the opportunities and to address the problems which face our community.

Exercising Responsible Stewardship of the Community's Resources. Employees engage in the continuous effort to create and sustain a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life, demonstrating performance, value and results for our citizenry.

Living our "People Focused, Performance Driven" Culture. Employees have a structure in place to live all of this as our organizational culture and are empowered to help the people they serve.

American Heart Association. Learn and Live

Mission: Lifeline EMS Gold Award with Heart Attack and Stroke Care Honor Roll (EMS)

APWA American Public Works Association

Four Big Bend Chapter Project of the Year awards and two Florida Chapter Public Works Project of the Year awards (Public Works and Blueprint)

ite A Community of Transportation Professionals

2025 Planning Project of the Year for Lake Jackson Greenway Phase I (Blueprint)

Florida Public Relations Association

Award of Distinction for the Citizens Connect App and Emergency Information Portal; Award of Distinction for the World Athletics Cross Country Championships Tallahassee 26 Library Card (CMR)

126 total NACo awards since 2013

National Association of Counties NACo

Eight Achievement Awards for the World Athletics Cross Country Championships; Miccosukee Community Center Revitalization; Family Resource Centers; Road Closure Response & Awareness Platform; Mental Health Matters – Peer Support Program; Volunteer Management Training Series – Volunteerism Reimagined; Building Safer Infrastructure Through Unified Engineering Standards: Leon County's Infrastructure Engineering Standards and Guidelines Manual; and Shaping Growth Together: Leon County-Tallahassee Comprehensive Plan Update Multi-Phase Public Engagement Strategy

International Economic Development Council

2025 Excellence in Economic Development Gold Award in Real Estate Reuse & Development for SoMo Walls and Bronze Award for Economic Equity & Inclusion for the Black Business Expo Tallahassee (OEV)

Center for Digital Government Digital Counties 2026 Survey Winner

Placed first in Florida and tenth nationwide in the 250K-500K population category (OIT)

NACIO National Association of County Information Officers

Three Awards of Excellence for the 2025 Leon County Courier, Emergency Information Portal, and Re-issued Truth in Millage Notice (CMR)

Florida Sports Foundation

2026 Mid-Market Sporting Event of the Year Award for the World Athletics Cross Country Championships (Tourism)

GFOA

Distinguished Budget Presentation Award (OMB)

Women Veterans Unite

Outstanding Service Award (Veteran Services)

APA

American Planning Association | 2026 Florida Project Award of Merit for the Upper Lake Lafayette Trail (Blueprint)

DELIVERING THE WOW! FACTOR IN CUSTOMER SERVICE

TOURISM

> We are really in the cross country capital of the United States, if not the world.
>
> *–Sebastian Coe, World Athletics President regarding the 2026 World Athletics Cross Country Championships*

EMERGENCY MEDICAL SERVICES

> I cannot adequately convey the emotional weight of that moment. It is rare, in environments strained by fatigue and limitation, to encounter such unprompted acts of service. My family and I were deeply moved. Indeed, in recounting this experience to others, which I have done many times since, I continue to find myself unexpectedly affected. There is something profoundly human in witnessing individuals choose to care beyond what is asked of them.
>
> *–County resident*

BLUEPRINT

> I enjoyed working with [Sue], Autumn, and Dan on the Market District Park project. I appreciate your welcoming attitude and your willingness to work with us at Tallahassee Pickleball Association. These are the hallmarks of good public service, and your helpfulness and cooperation put Blueprint IA in a very good light.
>
> *–Fred*

HOUSING SERVICES

> The contractor and County staff were very professional, friendly and worked diligently. I could tell they truly take pride in their work. I would like to thank everyone involved in making this project possible, and a special thank you to the contractor and County staff. I really appreciate it.
>
> *–Vivian*

LIBRARY SERVICES

> To the staff and volunteers, thank you so much for hosting the winter science and art activities. Everything was so fun and well-run, and we had a great time.
>
> *–Erika*

Learn how Leon County is delivering the WOW! Factor in customer service by viewing more WOWs at **LeonCountyFL.gov/WOW.**

HUMAN SERVICES

> During the most difficult time of my life, Marhee and Ashley provided direction and comfort in the passing of my loved one. They both provided choices, which relieved much of the stress and made the entire cremation process very easy. I cannot say enough about their professionalism and genuine care. They kept me informed every single step of the way, making an incredibly stressful situation smooth and effortless. Excellent service from the beginning to the end. Thank you!
>
> *–Erial*

VETERAN SERVICES

> Thank you, Veteran Services, for assisting me get my 100% Permanent and Total [disability] rating. [I] waited many years for this day to come. I could not have done this without your office, guidance and attention to detail. And again, thank you.
>
> *–Vandon*

COMMUNITY AND MEDIA RELATIONS

> The support you and your team gave us was deeply appreciated and contributed so much to the success of the event.
>
> *–Verna*

OPERATIONS

> On behalf of our neighborhood, thank you for your leadership and hard work in coordinating the recent pothole repairs on our roads. Your responsiveness, professionalism, and attention to our concerns are greatly appreciated. The improvements have made a noticeable difference and we are very grateful. Thank you again for your dedication and public service.
>
> *–David*

PLANNING

> This [Woodville Sense of Place Plan] is extremely well done! I JUST WANT TO SAY WOW to Leon County! Truly blown away. You should get an award for community outreach. Thank you for the response and your service to the community.
>
> *–Janyne*

We Believe In

Demonstrating to our citizens that we are on their side, letting them know that they are the reason we exist and what they are getting for their tax dollars;

Producing bigger and better ideas to address the real issues facing our community;

Actively promoting transparency, accessibility, and openness in everything we do;

Engaging citizens in important decisions facing the community;

Tirelessly enhancing our community's livability, sustainability and economic competitiveness; and providing employees a structure which reinforces this as our organizational culture and employs and empowers them to help people.

What We Value

- Service
- Relevance
- Integrity
- Accountability
- Respect
- Collaboration
- Stewardship
- Performance
- Transparency
- Vision

STRATEGIC PLAN - FY2022 - FY2026

UNDERSTANDING OUR STRATEGY

VISION

A community that is safe, healthy and vibrant.

MISSION

To efficiently provide public services which serve and strengthen our community.

Strategic Priorities

Leon County's Strategic Priorities are high-level categories of focus in the County's major areas of responsibilities: Economy, Environment, Quality of Life, and Governance. The priorities consider the County's future in each area and are critical to the success of the community. As part of the strategic plan, these priorities inform every decision and every initiative made by Leon County.

STRATEGIC INITIATIVES

Leon County's strategic initiatives are program- or area-specific projects that align with the County's strategic priorities to serve and strengthen the community. In the FY2022-2026 Strategic Plan, the 102 strategic initiatives ensure that the optimized resources of the County are aligned to address the community's most pressing issues and to achieve the County's top priorities.

BOLD GOALS AND TARGETS

Bold goals are truly stretch goals that will be big and difficult to achieve, but are worthy of Leon County's best efforts. Bold goals require the County to explore new partnerships, identify new opportunities, and inspire new ideas.

Leon County's five-year targets are aligned with each strategic priority and will communicate to the public and staff throughout the County the specific results the County expects to achieve through the collective execution of the strategic initiatives. Achieving these five-year targets will demonstrate results, accountability, and the strength of long-term planning.

PRIORITY: ECONOMY

To be an effective leader and a reliable partner in our continuous efforts to make Leon County a place which attracts and retains talent, to grow and diversify our local economy, and to realize our full economic vitality. (EC)

- Do well-designed public infrastructure which supports business, attracts private investment, and has long-term economic benefits. (EC1)
- Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, job creation, workforce development, economic equity and mobility. (EC2)
- Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities. (EC3)
- Grow our tourism economy, its diversity, competitiveness, and economic impact. (EC4)

BOLD GOAL

Grow the five-year tourism economy to $5 billion. (BG1)

103%

$5.16 billion



ECONOMY



5-YEAR TARGETS

	PROGRESS TO DATE
Attract 100 State, Regional or National Championships Across All Sports	**73%** (73 Championships)
Grow the Job Market by 10,000 New Jobs and Co-Create 500 Entrepreneur Ventures	New Jobs: **90%** (9,000+) Entrepreneurial Ventures: **89%** (445)
Connect 7,000 Students to Skilled Job Opportunities through Leon Works and Other Talent Development Initiatives	**107%** (Connected 7,500 students)
Increase the Number of Certified MWSBEs by 30%	**94%** (Certified 163 new MWSBEs)

STRATEGIC INITIATIVES

- (EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (2022-1)
- (EC2) Implement the Economic Development Strategic Plan as adopted and revised by the Intergovernmental Agency. (2022-2)
- (EC2) Implement the recommendations from the joint County/City disparity study to be completed in FY 2022. (2022-3)
- (EC3) Continue to support the Magnetic Technologies Task Force in growing the cluster of research and businesses in the magnetic technologies industry. (2022-4)
- (EC4) Implement the Division of Tourism's Strategic Plan. (2022-5)
- (EC4) Continue to build upon the reputation of Apalachee Regional Park as a destination venue for cross country athletes by securing state, regional and national competitions. (2022-6)
- (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)
- (EC1) Maximize the leveraging of the $1.0 trillion federal infrastructure bill to fund County projects. (2022-8)

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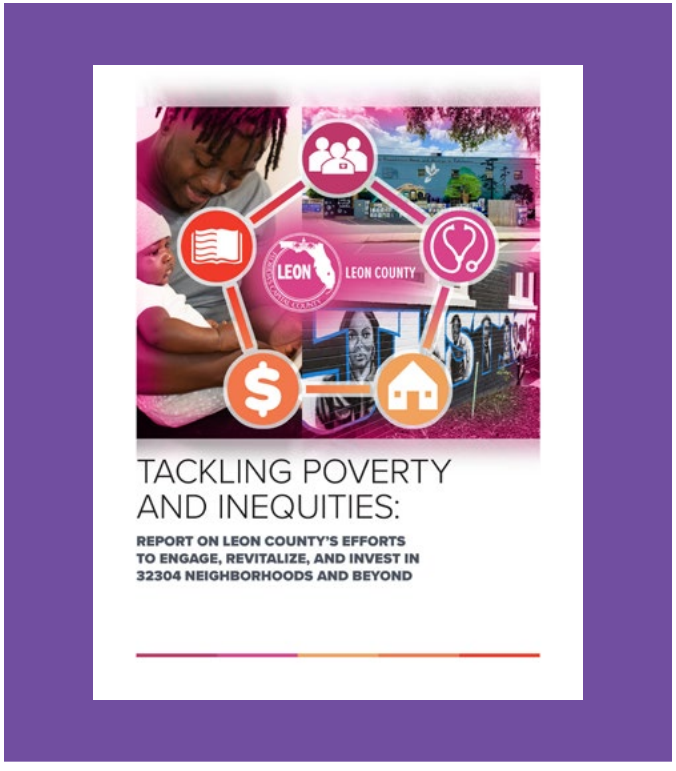
STRATEGIC PLAN - FY2022 - FY2026



Motor, Drive Systems & Magnetics (MDSM) Conference



Word of South Festival



Tackling Poverty and Inequities: Report on Leon County's Efforts to Engage, Revitalize, and Invest in 32304 Neighborhoods and Beyond

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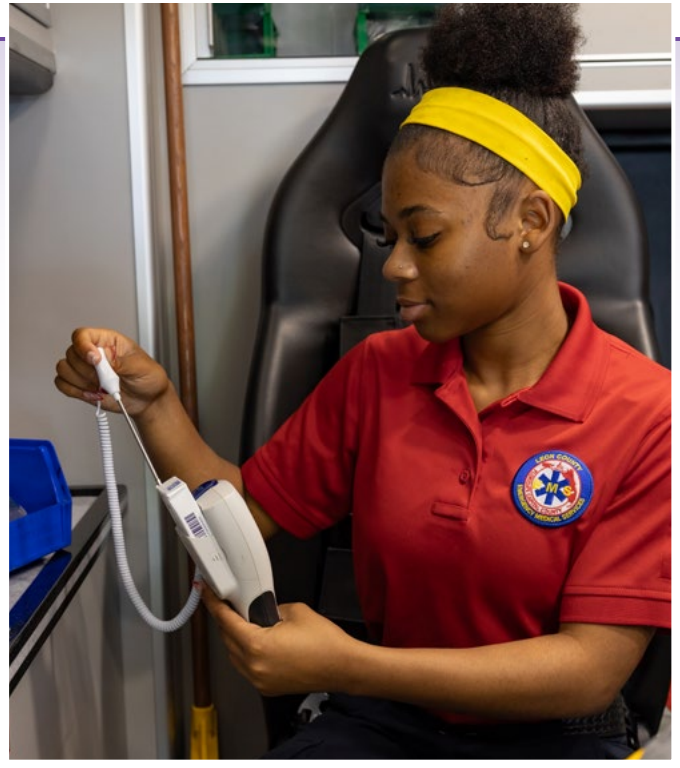
- (EC2, EC3) Collaborate with regional workforce and talent partners to connect companies and education institutions with training programs to inform, support, and recruit entry-level technology talent. (2022-9)
- (EC1, EC4) Support the completion of the Fairgrounds Master Plan by Blueprint and, upon completion, effectuate the next steps for the redevelopment of the North Florida Fairgrounds. (2022-10)
- (EC4) To celebrate Leon County/Tallahassee bicentennial in 2024, the County will implement the Leon County Bicentennial organizational management plan and facilitate the Bicentennial Steering Committee to lead the community planning efforts with government agencies, businesses, organizations, and citizens. (2023-44)
- (EC1, EC4) Open and activate the newly renovated Amtrak facility as the visitor center and destination hub for Leon County. (2023-45)
- (EC2) Partner with the City of Tallahassee, Capital City Chamber of Commerce, and local stakeholders to spur economic growth and financial security in the neighborhoods that have historically experienced poverty and racial inequity through initiatives including Bank On Tallahassee. (2023-46)
- (EC1) Engage local, regional, state, and federal partners to encourage the restoration of passenger rail service along the Gulf Coast by leveraging federal dollars under the Infrastructure Investment and Jobs Act. (2023-47)
- (EC1) Through the Blueprint Intergovernmental Agency, evaluate opportunities to advance the construction of the Tharpe Street project. (2023-48)

ECONOMY



Earth, Wind & Fire at the Adderley Amphitheater

- (EC2, EC3) Collaborate with regional partners in the building and technical trades to increase entry-level apprenticeship opportunities. Target specifically training on-the-job upon hiring positions. (2023-49)
- (EC2) Continue efforts to promote opportunities for youth training and development with the County. (2023-50)
- (EC4) As part of the Bicentennial year and beyond, expand outreach and promotion of the County's new Visitor Information Center at the Historic Amtrak Station. (2024-68)
- (EC4) Implement the statewide planning, coordination, and fundraising efforts to successfully host the 2026 World Cross Country Championships at Apalachee Regional Park. (2024-69)



Leon Works Junior Apprenticeship program

- (EC2, EC3) Expand our economic competitiveness by hosting the 2025 Motor, Drive Systems, and Magnetics Conference and explore opportunities to attract future magnetic conferences as part of our broader efforts to establish Tallahassee-Leon County as the magnetic capital of the world. (2025-86)
- (EC2) Coordinate with the Local Technology Planning Teams to evaluate areas lacking reliable broadband and cellular services and additional opportunities to work with industry stakeholders to direct investments in these areas. (2025-87)
- (EC4) Explore opportunities to attract Top 100 Billboard artists for concerts and performances at various local venues throughout the year. (2025-88)



Florida High School Athletic Association Cross Country State Championships

- (EC4) Evaluate recreational amenities in Southwest Leon County, including Lake Talquin, J. Lewis Hall Sr. Park, and the St. Marks Trail, for opportunities to host annual events and competitions. (2025-89)
- (EC4) Initiate the FY 2027 – 2031 Division of Tourism's Strategic Plan to establish the County's tourism priorities, economic goals, and efforts to further grow the region's visitor economy and quality of life over the next five years. (2026-103)
- (EC4) Support Florida's coordinated U.S. Semiquincentennial (250th) campaign by aligning County communications and event planning with national and state messaging, leveraging local history and assets to drive engagement and visitation. (2026-104)
- (EC4) Evaluate the feasibility of a Leon County film incentive program by analyzing peer models, projected economic impacts, administrative requirements, funding options, and performance metrics. (2026-105)
- (EC4) Establish Leon County's Apalachee Regional Park as the permanent home of the World Athletics Cross Country Championships by building on the defining success of the 2026 Championships and strengthening the County's relationship with World Athletics to position the global showcase of Leon County's natural beauty and world-class facilities as a catalyst for continued growth in sports tourism. (2026-106)

STRATEGIC PLAN - FY2022 - FY2026

PRIORITY: ENVIRONMENT

To be a responsible steward of our precious natural resources in our continuous efforts to make Leon County a place which values our environment and natural beauty as a vital component of our community's health, economic strength and social offerings. (EN)

- Protect the quality and supply of our water. (EN1)
- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint. (EN4)

BOLD GOAL

Upgrade or Eliminate 500 Septic Tanks in the Primary Springs Protection Zone (BG2)

116%

580 septic upgrades and/or conversions completed or in progress to date





ENVIRONMENT





5-YEAR TARGETS

	PROGRESS TO DATE
Reduce Greenhouse Gas Emissions Stemming from County Operations by 25%	**92%** (Reduced GHG emissions by 23%)
Double Solar Power Generation at County Facilities	**37%** (Increased generation by 50 kWs)
Divert 3 Million Pounds of Household Hazardous Waste from Landfill	**96%** (Diverted 2.88 million+ pounds of waste)
Increase the Number of Fully Electric Vehicles in the County's Fleet by 500%	**60%** (16 electric vehicles)



- (EN1) Continue to work with the state to seek matching grants to convert septic to sewer systems and support septic system upgrades. (2022-11, rev. 2023)
- (EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2022-12)
- (EN3) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan. (2022-13)
- (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2022-14)
- (EN4) Enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (2022-15)
- (EN1) 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)
- (EN1) Initiate Basin Management Plan updates for the unincorporated area once the state adopts new stormwater standards. (2022-17)

CONTINUED ON PAGE 16

STRATEGIC PLAN - FY2022 - FY2026

CONTINUED FROM PAGE 15

- (EN3) Partner with the Apalachee Regional Planning Council (ARPC) to address long term regional resiliency through a Florida Department of Environmental Protection (FDEP) grant. (2022-18)
- (EN2) Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (2022-19)
- (EN1) Implement the comprehensive Action Plan for Lake Munson to support the long-term water quality of the lake and surrounding water bodies. (2023-51)
- (EN4) Expand the Biochar Pilot Program at the Leon County Solid Waste Management Facility into a full-scale, sustainable, and carbon reducing processing facility for the community's yard waste. (2024-70)
- (EN2) Engage an engineering consultant to complete the Miccosukee Road Greenway Trail Flood Study to identify solutions to flooding along Miccosukee Road. (2025-90)
- (EC3) Initiate a feasibility study as a component of Phase II implementation of the Apalachee Regional Park Masterplan. (2025-91)
- (EN2) Exempt land conservancy groups, such as Tall Timbers, from environmental permitting requirements for activities that support and further their mission of fostering exemplary land stewardship such as tree removal and other vegetation management. (2025-92)



Lake Bradford water quality testing



Seed Library



Septic-to-sewer installation



Rhoden Cove Landing

ENVIRONMENT



Prescribed burn at St. Marks Headwaters Greenway



Master Recycler program



J.R. Alford Greenway trail

STRATEGIC PLAN - FY2022 - FY2026

PRIORITY: QUALITY OF LIFE

To be a provider of essential services which promote the well-being of our citizens and the livability of our community in our continuous efforts to make Leon County a place where people are healthy, safe and connected to their community. (Q)

- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Provide relevant and essential offerings through our libraries and community centers which promote literacy, life-long learning, and social equity. (Q2)
- Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies. (Q3)
- Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need. (Q4)
- 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. (Q5)
- Assist local veterans and their dependents with securing entitled benefits and advocating their interests. (Q6)
- Build, sustain and improve resilience to mitigate against, prepare for, respond to and recover from man-made and natural disasters. (Q7)

BOLD GOAL

Support Community Partners to Place 225 Residents Experiencing Chronic Homelessness in Permanent Supportive Housing

(BG3)

84%

190 placements

QUALITY OF LIFE



5-YEAR TARGETS

	PROGRESS TO DATE
▷ Secure More Than $150 Million in Federal, State, and Local Benefits for Leon County Veterans and Their Families	**99%** (Secured $149.4 million)
▷ Support 900 Community Events, Sporting Competitions, Festivals, Performances and Cultural Programming That Will Attract Visitors and Residents	**91%** (Supported 820 community events)
▷ Construct 90 Miles of Sidewalks, Greenways, Trails and Bike Lanes	**56%** (Constructed nearly 50 miles)
▷ Host 100,000 Residents and Visitors through County-Supported Performances at the Amphitheater	**105%** (104,500 residents and visitors)

STRATEGIC INITIATIVES

- (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)
- (Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)
- (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)
- (Q3) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders and support reentry through regional partnerships and state and national efforts. (2022-23)
- (Q4) Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2022-24)
- (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2022-25)
- (Q5) 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)
- (Q7) Continue coordination of local COVID-19 response and recovery including leveraging State and federal funds to support individual and business assistance as well as vaccination and testing efforts. (2022-27)
- (Q3) Support the Sheriff in the implementation of the Council on Men and Boys to address the issues brought forth in the Sheriff's Anatomy of a Homicide Project report. (2022-28)
- (Q3, Q4) Partner with the Children's Services Council of Leon County on opportunities to collaborate and coordinate on the funding, program delivery, program evaluation, and outcome

CONTINUED ON PAGE 20

STRATEGIC PLAN - FY2022 - FY2026

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measures for children and family services. (2022-29)

- (Q5) Implement the recommendations of the Citizen's North Monroe Street Task Force to reduce crime and improve conditions along the North Monroe Corridor. (2022-30)
- (Q4) Coordinate with America's Second Harvest of the Big Bend and the City of Tallahassee to conduct community meetings in the neighborhood block groups with greatest food insecurity to identify and address their specific barriers to food security. (2022-31)
- (Q3) Partner with the Leon County Sheriff's Office in raising community awareness on issues such as child abuse and prevention programs, human trafficking, sexual abuse and exploitation and domestic violence. (2022-32)
- (Q2, Q5) Work with the City of Tallahassee on the development and implementation of the Neighborhood First Program to engage residents and develop plans to address poverty and inequity in targeted neighborhoods including 32304. (2022-33)
- (Q3) Support law enforcement and community partners' programs and initiatives to address the causes and impacts of drug related crimes in our community. (2022-34)
- (Q4) Continue to explore policies such as inclusionary housing and mixed housing developments to increase the stock of affordable housing throughout Leon County. (2023-52)
- (Q5) Building on the Citizens North Monroe Task Force Final Report, host an intensive, multi-day design charrette to work with the community to identify and evaluate a variety of land use/planning strategies and other proposals for the continued improvement of the North Monroe Corridor area.(2023-53)
- (Q4) Work with the City of Tallahassee, Big Bend Continuum of Care, Kearney Center, and other local stakeholders to enhance engagement and awareness of resources available for individuals and families experiencing homelessness in order to support safe, stable, and inclusive neighborhoods. (2023-54)
- (Q4) Evaluate the reimbursement structure of the Leon County Health Care Program to better reflect the cost for diagnostic and ancillary costs such as laboratory and X-ray services and ensure continued access to affordable health care for low-income individuals and families. (2023-55)
- (Q4) Enhance the partnership with Capital Area Healthy Start Coalition, Inc. to implement its Service Delivery Plan to improve women and children's health and health care access in Leon County. (2023-56)
- (Q5) Develop an interactive community web-based tool that documents planned improvements, tracks investments, and identifies enhancement strategies for the North Monroe Corridor area. (2023-57)
- (Q4) Partner with the Children's Services Council to address Black maternal and children's health through the coordination of data sharing, collaboration with partners on available community resources, and opportunities to maximize investment in outreach and awareness to improve health outcomes. (2023-58)
- (Q1) Design and construct the new Northeast Park. (2023-59)
- (Q4, Q5) Work with the City of Tallahassee, Big Bend Continuum of Care, and street outreach teams to develop corridor plans for North Monroe, Downtown, and Pensacola Street/Highway 20 for outreach to unsheltered homeless individuals and to engage residents and businesses to address community aesthetics and neighborhood safety along the corridors. (2023-60, rev. 2024)
- (Q4) Continue to leverage County funding in partnership with local stakeholders to secure state and federal funding to build affordable rental housing for very low- and low-income families. (2023-61)
- (Q4) Leverage federal funding and new proposed State Housing Initiative Partnership (SHIP) legislation, in partnership with local service providers and stakeholders, to increase the number of rental units for individuals and families exiting homelessness. (2023-62, rev. 2024)



Homeownership Development Program

- (Q4) Continue to identify opportunities to increase the number of mental health beds in the community by working with mental health treatment providers and academic institutions in the community. (2023-63)
- (Q4) Work with the City of Tallahassee, FSU Askew School, and human service agencies to utilize and refine the Community Human Services Partnership (CHSP) Outcome Measures to ensure that the CHSP continues to address the highest human service needs in the community. (2023-64)
- (Q4) Implement efforts to enhance access and delivery of human services in the community in partnership with 2-1-1 Big Bend through the 24-hour Helpline, Lyft Transportation Program, Community Information Exchange System, and other efforts. (2024-71)
- (Q4) Establish and implement line-item funding for local emergency homeless shelters in coordination and collaboration with community stakeholders including the City of Tallahassee and Children's Services Council of Leon County. (2024-72)
- (Q6) In commemoration of the tenth flight of Honor Flight Tallahassee,

QUALITY OF LIFE



Honor Flight Tallahassee



Fort Braden Flag Football Jamboree



EMS Tactical Medic training

expand opportunities to promote the event and engage even more volunteers and veterans both on the flight and at the Welcome Home celebration. (2024-73)

- (Q3) In collaboration with law enforcement agencies, identify and implement solutions to immediately combat crime and nuisance activity in the Pensacola Street and Highway 20 corridor. (2024-74)
- (Q5) Enhance Citizen Safety and Accessibility by evaluating the County's Private Road Repair and Maintenance Policy and Programs. (2024-75)
- (Q4) Enhance the County's State Housing Initiative Partnership (SHIP) program to provide legal assistance and consultation to residents with heir property issues and estate planning needs that will preserve affordable housing for low-income families. (2024-76)
- (Q4) Continue to coordinate with DISC Village, Inc. and the Leon County Sheriff's Office in leveraging opioid settlement funding to provide substance abuse treatment and ancillary services for individuals with opioid and substance use disorders in the community. (2025-93)
- (Q4) Continue to support the Big Bend Continuum of Care in the coordination and implementation of the annual Point-In-Time Count to collect homeless data critical to securing state and federal funding. (2025-94)
- (Q3, Q4) Support the Children's Services Council of Leon County in hosting Family Resource Centers at county facilities. (2025-95)
- (Q3) Explore innovative strategies to enhance pedestrian safety, including traffic safety studies and utilizing automated speed detection technology in school zones. (2025-96)
- (Q3) Develop a Woodville Rural Community Sense of Place Plan to evaluate land uses and guide future improvements in the Woodville area and coordinate with County Public Works in developing a 5-year improvement plan to include vehicular and pedestrian safety. (2025-97)
- (Q4) Evaluate the adoption of a local property tax exemption to incentivize greater development of multifamily affordable rental units for low-income households. (2026-107)
- (Q4) Implement the Affordable Housing Gap Finance Program to increase the stock of affordable housing for very low and extremely low-income households. (2026-108)
- (Q4) Explore opportunities for additional collaboration with the Children Services Council of Leon County to further support women and children experiencing homelessness. (2026-109)
- (Q2, Q3) Support the Children Services Council of Leon County in establishing a Family Resource Center in Griffin Heights and Frenchtown. (2026-110)
- (Q3, Q4) Identify opportunities to support the findings of the Community Health Needs Assessment Report to improve overall health outcomes by addressing the community's most significant health-related needs. (2026-111)
- (Q4) Evaluate the Comprehensive Plan and Land Development Code to identify and implement regulatory incentives that support the reuse of vacant big-box commercial sites, near jobs and transit along major corridors, for affordable housing and mixed-use development. (2026-112)
- (Q4) Support the efforts of Florida A&M University, Second Harvest of the Big Bend, Feeding Florida and other stakeholders to establish a food council to coordinate the local food system and food resources. (2026-113)

STRATEGIC PLAN - FY2022 - FY2026

PRIORITY: GOVERNANCE

To be a model for local governance with innovative, competent, and responsible public servants, committed to promoting integrity and diversity, creating meaningful opportunities for citizen engagement and co-creation, and ensuring fiscal stewardship. (G)

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1)
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2)
- Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues. (G3)
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4)
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

BOLD GOAL

Implement 600 Citizen Ideas, Improvements, Solutions and Opportunities for Co-Creation (BG4)

77% 464 citizen ideas



GOVERNANCE



5-YEAR TARGETS

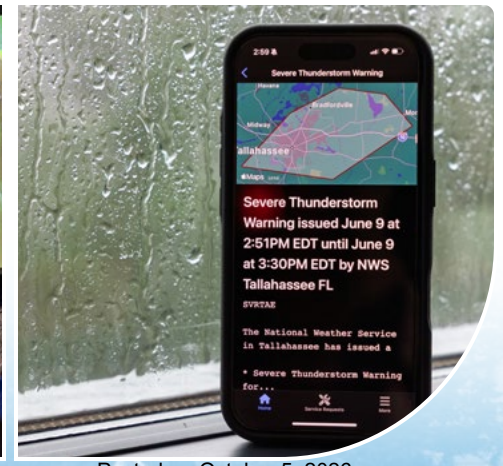
	PROGRESS TO DATE
▷ Connect 50,000 Volunteers with Service Opportunities Communitywide	**77%** (Connected 38,650 volunteers)
▷ Reach 100,000 More Citizens Across All County Platforms and Programming	**119%** (Reached 119,300 more citizens)
▷ Offer 100% Online Permitting for Licensed Contractors, Engineers and Architects	**100%**
▷ Communicate More Than 2 Million Disaster Preparedness Messages to Create Resilient Households, Businesses and Nonprofits	**201%** (Communicated 4.02 million messages)

STRATEGIC INITIATIVES

- (G1) Alongside The Village Square, the Knight Creative Communities Institute (KCCI), and other community partners, continue to engage citizens of diverse backgrounds with innovative programs like Created Equal, the Citizen Engagement Series, Build Your Bucket, and so much more. (2022-35)
- (G2) Continue to set the benchmark for local governments everywhere by earning national, state and local awards for County programs, hosting Florida Association of Counties events like Innovation Day, and sharing best practices with peers, all while remaining committed to learning and improving as an organization. (2022-36)
- (G3) Launch the internationally recognized Zencity communications platform to address social media misinformation, proactively address citizen concerns, and increase transparency and accountability. (2022-37)
- (G4) Continue to invest in the professional development of County staff including participation in Certified Public Manager training and enhancements to the County's Management Training. (2022-38)
- (G5) Continue to pursue cost savings through the County's Innovator & Inspirator (I^2) Program. (2022-39)
- (G3) Further enhance the use of social media neighborhood apps to notify citizens of development projects occurring in their neighborhoods. (2022-40)
- (G5) Continue to support updates to the Comprehensive Plan that encourage annexation of southside properties within the Urban Services Area. (2022-41)

CONTINUED ON PAGE 24





STRATEGIC PLAN - FY2022 - FY2026

CONTINUED FROM PAGE 23

- (G5) Pursue Federal funding to provide broadband to underserved rural communities. (2022-42)
- (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)
- (G5) Engage an industry expert to identify jail population management strategies to proactively mitigate the need for additional infrastructure at the Leon County Detention Center and evaluate long term space needs of the facility. (2023-65)
- (G3) Develop a touch-screen kiosk at the County Courthouse showcasing "200 Years of Representation and Progress" highlighting current and past County officials, significant County achievements/ projects by decade, and a historical overview of Leon County. (2023-66)
- (G4) Support the Sheriff in implementing a step pay plan for sworn officers to achieve and maintain recruitment and retention efforts. (2023-67)
- (G3) Upgrade the Citizens Connect mobile application to ensure the best user experience and technical reliability for the next 10 years of readiness. (2024-77)
- (G5) Begin implementing next generation 9-1-1 technology and infrastructure so as to ensure regional connectivity, call taker functionality, and the most resilient infrastructure during future disasters. (2024-78)
- (G3) Launch a digital public noticing portal for use by Leon County Government, the City of Tallahassee, and other local governments that aims to enhance transparency, accessibility, and engagement in civic matters by providing a centralized platform for public announcements. (2024-79)
- (G3) Launch a comprehensive overhaul of the County's website, featuring a modern user-friendly and intuitive design, connecting citizens with County services and information. (2024-80)
- (G3, Q3) Increase awareness and education on Human Trafficking by posting signage at County campgrounds.(2024-81)
- (G1) Expand the County's existing Build Your Bucket training to include year-round neighborhood-level emergency preparedness workshops to increase awareness and resilience. (2024-82)
- (G3) Host community outreach events on the Vision 2025 Comprehensive Plan Land Use and Mobility Elements Update to share information and solicit input from citizens, advocacy groups, and neighborhood representatives. (2024-83)
- (G5) Evaluate future opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services. (2024-84)
- (G4) Continue to support the Sheriff in offering competitive compensation and benefits to ensure the recruitment and retention of sworn officers. (2024-85)
- (G5) Coordinate with the Public Safety Coordinating Council, the Judiciary, Court Administration, and other partners in implementing the jail population management strategies identified by the Leon County Detention Facility Needs Assessment Report. (2025-98)
- (G2) Execute all 41 after-action recommendations from 2024, addressing key findings and lessons learned from the Bicentennial Storm, the May 2024 Tornado Outbreak, and Hurricane Helene to strengthen County preparedness, response, and recovery efforts. (2025-99)
- (G3) Expand efforts to build public awareness of the County's Code Compliance Program through ongoing neighborhood engagement and public information efforts. (2025-100)



Homeownership Development Program

- (G1) Establish a Citizen Charter Review Committee to review the County's Home Rule Charter and propose any amendments or revisions ahead of the 2026 General Election. (2025-101)
- (G2) 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)

GOVERNANCE



"200 Years of Representation and Progress" kiosk



Disaster bucket distribution with Elder Care Services

- (G1) Develop a comprehensive, organization-wide County Artificial Intelligence policy and procedures to guide ethical, legal, secure, and effective AI use, including standards for procurement, data protection, transparency, human oversight, workforce training, and risk management. (2026-114)
- (G5) Evaluate the County's revenue structure and identify opportunities to diversify revenue streams in anticipation of the Florida Legislature's property tax reform initiatives. (2026-115)
- (G5) Assess the replacement of the County's Banner System software for finances, human resources, and other core operations to support the Board and Constitutional Offices. (2026-116)
- (G3) Launch a digital literacy education initiative in partnership with local stakeholders for residents to strengthen online safety, scam awareness, and practical artificial intelligence skills through accessible workshops, clear branding, and coordinated outreach. (2026-117)
- (G1, G2) Evaluate the implementation of a new centralized County Digital Performance Dashboard to showcase real-time performance metrics on County government functions to support data-driven decision-making and continuous improvement throughout the organization. (2026-118)
- (G3, Q7) Partner with FSU's Applied Politics and Policy Learning Experience Program to enhance the County's Disaster Survival Guide with practical home-preparedness guidance, highlighting Library of Things resources and other tools to strengthen community disaster readiness. (2026-119)

LEON COUNTY ATTORNEY

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.



CHASITY O'STEEN

County Attorney
850-606-2520
OSteenC@LeonCountyFL.gov

Chasity H. O'Steen was selected to serve as the County Attorney beginning April 1, 2020. Ms. O'Steen is a 2003 graduate of the Florida State University College of Law, former General Counsel of the State of Florida, Department of Management Services and Department of Financial Services. She brings with her a wealth of experience gained over 20 years in State and County government as well as the private sector, practicing in areas of law relevant to local government such as ethics, policy, procurement and contract issues, public records, federal and state grant funding, labor and employment law, finance, real estate and civil litigation.

Ms. O'Steen leads a team of skilled professionals in providing legal support to the Board and other officials of Leon County Government.

The County Attorney's Office provides legal services to the Leon County Board of County Commissioners, the County Administrator, County departments, and certain boards and agencies organized under the Leon County Board of County Commissioners, unless they are separate legal entities or have their own legal counsel, and as otherwise directed by the Board. The Office also reviews contracts, bond documents, ordinances, resolutions, and other written instruments.

LITIGATION: ADVOCATING FOR LEON COUNTY

The County Attorney's Office provides legal support to Leon County Government in a variety of areas, including the following litigation matters:

- Leon County is a plaintiff in the multidistrict opioid litigation against multiple opioid manufacturers, distributors, and retailers. The complaints include allegations of the manufacturer defendants' false, deceptive, and unfair marketing of opioids, as well as the distributor defendants' unlawful distribution of opioids. The Board has approved numerous settlement agreements, as well as a Memorandum of Understanding with the State of Florida governing how the settlement proceeds will be distributed among the State and local governments. Numerous settlement payments will be paid out over 18 years, with use restricted to abatement and treatment of opioid use disorders and other limited uses. When possible, the outside multidistrict litigation counsel is paid through an attorney fund established at a national level, but a percentage of the local government distribution may also be used to fund attorneys' fees. The Board has entered into funding agreements with Big Bend Community Based Care, LLC, d/b/a Northwest Florida Health Network, DISC Village, Inc., and the Leon County Sheriff's Office for the provision of substance abuse treatment and ancillary services for individuals with opioid and substance use disorders. Funds have also been used to purchase EMS equipment to address opioid use disorders. In addition, outside counsel investigated and researched the role that pharmacy benefit managers (PBMs) played in contributing to the opioid crisis and found that their failure to take action to slow the distribution of opioid pills into communities across the country directly contributed to fueling the opioid crisis. This litigation is currently ongoing. As of May 2026, Leon County has received $4,171,855 in settlement funds.



Leon County Attorney Chasity O'Steen Honored with Tallahassee Bar Association's Martha Barnett Women Lawyers of Achievement Award
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TRANSACTIONAL: RESEARCH, REVIEW, AND LEGAL SUPPORT

The Office also provides legal research, review, drafting assistance, counsel, and training, and recently:

- Provided legal review and negotiation of more than 20 different agreements necessary for the implementation and hosting of the 2026 World Cross Country Championship.
- Provided HIPAA and public records training in July 2025 and May 2026 to incoming EMTs and paramedics at Leon County Emergency Medical Services, delivered a public records Lunch n' Learn presentation to County staff in April 2026, and presented a program-specific public records presentation to Library staff in May 2026.
- Worked closely with Human Resources to update their policies to ensure changes to disaster pay, parental leave, and the tuition reimbursement programs were successfully updated.
- Provided legal research and guidance regarding open carry laws in Florida.

COUNTY ATTORNEY OFFICE HIGHLIGHTS

- Assisted multiple departments (Public Works, Development Support and Environmental Management, Procurement, and Office of Management and Budget) regarding preparation and implementation of the Board's recently adopted School Zone Speed Detection System Program.

- Provided legal counsel to the Citizen Charter Review Committee.

Real Estate Transactions and Right-of-Way Acquisition, including:

- Assisted staff with the continued sale of County-owned real property appropriate for use as affordable housing, resulting in significant proceeds to the Housing Finance Authority of Leon County to be used for affordable housing.

- Prepared a resolution adopting an inventory list of all real property within Leon County to which the County holds fee simple title that is appropriate for use as affordable housing.

- Reviewed lease agreements for County-owned properties, such as the Leon County Government Annex and the Lake Jackson Town Center.

- Provided pre-suit negotiation and acquisition of easements, fee parcels, and other right-of-way needed for the County's capital improvement projects, including the Woodville septic-to-sewer projects, Crowder Road Intersection Improvement Project at U.S. 27, and various sidewalk projects, including Safe Routes to School Program areas.



Judge Augustus D. Aikens, Jr. Leon County Courthouse

- Assisted with the implementation of the Board's private-to-public dirt road and private road repaving policies.

Procurements, Transactions, and Assessments, including:

- Provided legal input and guidance on the streamlining of the procurement process.

- Procurement of Canyon Creek Sidewalk Project.

- Procurement of Fire Service Consultant.

- Procurement for the Old St. Augustine Road Sidewalk Construction Project.

- Procurement of Nonresidential Real Estate Services.

- Procurement of Structural Engineering Professional Services.

YEAR IN REVIEW: COMPREHENSIVE LEGAL SERVICES

In the past 12 months, the County Attorney's Office has responded to more than 1,967 requests for legal advice or assistance, including reviewing, preparing, and/or signing ordinances, resolutions, proclamations, agenda items, and contracts; advice regarding various housing, land use, and other real estate documents, as well as employment, procurement, and litigation documents; and responding to public records requests and advertising public hearings. Included in this number are 361 agreements, 292 agenda items, 433 public records requests, 53 resolutions, 15 ordinances, and 22 policies. The County Attorney's Office provided legal support to the Planning Department for the 2025 Comprehensive Plan cycle and the Department of Development Support and Environmental Management in the approval of all Land Development Code revisions and applications for development approvals. The County Attorney's Office also represents Leon County in pre-submittal and Application Review Meetings and before the Tallahassee-Leon County Planning Commission, the Board of Adjustment and Appeals, the Code Enforcement Board, and the Development Review Committee. Office personnel have assisted with significant revisions to the Code of Laws concerning school zone automated speed enforcement, animal control, and code enforcement procedures, as well as amendments to various elements of the Comprehensive Plan.

LEGAL LEADERSHIP: AWARDS AND DISTINCTIONS

This past year, County Attorney Chasity O'Steen served as Chair-Elect of the City, County & Local Government Law Section of The Florida Bar, served as Chair of the Section's 49th Annual Conference, and is the incoming Chair of the Section. Attorney O'Steen also served as Secretary of the Continuing Legal Education Committee of The Florida Bar and is the incoming Co-Chair of the Section. Attorney O'Steen continues to serve on the Board of Directors of the Florida Association of County Attorneys and received the Tallahassee Bar Association's 2026 Martha Barnett Women Lawyers of Achievement Award.

PROVIDING SERVICE 24 HOURS A DAY, 7 DAYS A WEEK

1:00 AM
ANIMAL CONTROL
An Animal Control Officer responds to aid an injured dog.

2:00 AM
EMERGENCY MANAGEMENT
Emergency Management staff activate the Emergency Operations Center to coordinate response to an early-morning severe storm.

3:00 AM
SOLID WASTE
Transfer Station staff assist residential waste collection trucks arriving at the Transfer Station to unload discarded items and begin their daily collection routes.

4:00 AM
INTERVENTION AND DETENTION ALTERNATIVES
A Pretrial Officer meets with a released defendant to explain pretrial release conditions and promote court compliance.

5:00 AM
PARKS AND RECREATION
Parks staff prepare Apalachee Regional Park for a large-scale cross-country event, completing overnight setup, safety checks, and course preparations for thousands of runners and spectators.



6:00 AM
HUMAN SERVICES
County staff set up a food distribution to improve food access and reduce food insecurity for Leon County residents.



7:00 AM
SUSTAINABILITY
Sustainability staff meets with a local organization during a site visit to its new community garden to support community partnerships and sustainability initiatives.



8:00 AM
PUBLIC WORKS
The Transportation crew performs asphalt pothole patching and repairs on several County roads to improve roadway safety and driving conditions.

9:00 AM
HUMAN RESOURCES
Human Resources staff host New Employee Orientation to welcome new team members, provide essential information and resources, and help them successfully transition into their roles serving the Leon County community.

10:00 AM
PURCHASING
Purchasing staff conduct a pre-bid meeting with potential contractors for the Magnolia Drive Multi-Use Trail Project.

11:00 AM
ENGINEERING SERVICES
An Engineering Services staff member conducts field evaluations to identify and support traffic safety improvements.

12:00 PM
HOUSING SERVICES
Housing Services staff assist a resident with completing an online application for home rehabilitation assistance, helping improve access to safe and affordable housing resources.



LIVING OUR PEOPLE FOCUSED. PERFORMANCE DRIVEN. CULTURE

A CORE PRACTICE OF LEON COUNTY GOVERNMENT

1:00 PM
LIBRARY SERVICES
A patron uses the CAT Excavator simulator at the Main Library to practice trenching and digging to fast-track their construction career.



2:00 PM
PLANNING
Planning staff from the DesignWorks division meet with a property owner to review a concept plan that helps identify the best site layout for an affordable housing project.

3:00 PM
BOARD OF COUNTY COMMISSIONERS
The Board of County Commissioners calls a meeting to order in the Commission Chambers.



4:00 PM
FACILITIES
Facilities staff assist in setting up for a county-hosted event.

5:00 PM
FLEET MANAGEMENT
A Fleet mechanic completes preventive maintenance and repairs on a Leon County vehicle.

6:00 PM
DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT
A building inspector meets a contractor on-site to inspect construction activities and ensure compliance with code requirements.



7:00 PM
BLUEPRINT
Blueprint staff coordinate with project partners to advance construction of the Northeast Park project and support the development of the future park's fields, courts, trails, play areas, and other community amenities.

8:00 PM
TOURISM
Tourism staff welcomes thousands of fans to a headlining concert at the Adderley Amphitheater.



9:00 PM
OFFICE OF INFORMATION & TECHNOLOGY
OIT staff provide ambulance technology support, including mobile network connectivity, so ambulances are equipped with Sonagram technologies, increasing medical capabilities in the field.

10:00 PM
COMMUNITY AND MEDIA RELATIONS
A resident listens to the latest episode of the Voices of Leon podcast about the people, programs, and stories shaping our community.

11:00 PM
OFFICE OF ECONOMIC VITALITY
A resident follows OEV's social media channels to stay informed about local business news, events, and economic development initiatives.

12:00 AM
EMERGENCY MEDICAL SERVICES
Paramedics administered a blood transfusion to a severely injured patient involved in a motor vehicle crash, greatly improving their chances of survival.

DEMONSTRATING HIGHEST STANDARDS OF PUBLIC SERVICE

LEON COUNTY GOVERNMENT ORGANIZATIONAL CHART



BOARD OF COUNTY COMMISSIONERS



VINCENT S. LONG
County Administrator



CHASITY H. O'STEEN
County Attorney



MATHIEU CAVELL
Director, Community Relations, Resilience and Innovation



KEVIN PETERS
Director
Emergency Management



KIANNA GILLEY
Manager
Community and Media Relations



KERRI POST
Director
Tourism



MICHELLE TAYLOR
Chief Information Officer
Office of Information and Technology



SHINGTON LAMY
Assistant County Administrator



CHAD ABRAMS
Chief
Office of Public Safety
• EMS • CDA • Animal Control



TERESA BROXTON
Director
Office of Intervention and Detention Alternatives



PAMELA MONROE
Director
Library Services



ABIGAIL THOMAS
Director
Human Services and Community Partnerships



BEN BRADWELL
Manager
Veterans Services



JELANI MARKS
Manager
Housing Services



KEN MORRIS
Assistant County Administrator



KENDRAH G. WILKERSON
Sr. Assistant to the County Administrator



NICKI HATCH
Assistant to the County Administrator
Legislative and Strategic Initiatives



ROSHAUNDA BRADLEY
Director
Office of Management and Budget



MELANIE HOOLEY
Director
Purchasing



KIM VICKERY
Manager
Real Estate Management

Agenda Coordination



NAWFAL R. EZZAGAGHI
Assistant County Administrator



BRENT PELL
Director
Public Works
• Engineering • Operations • Fleet



MAGGIE THERIOT
Director
Office of Resource Stewardship
• Parks & Rec • Facilities • Sustainability



SCOTT BROCKMEIER
Director
Development Support and Environmental Management



ARTIE WHITE
Director
Department of P.L.A.C.E.



CANDICE WILSON
Director
Human Resources

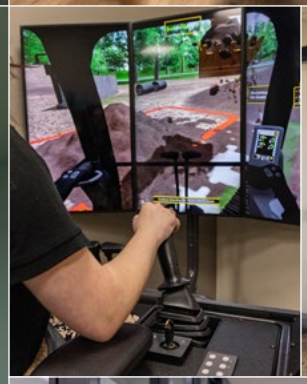
DELIVERING ON OUR PRIORITIES: MAIN LIBRARY PRESENTS NEW OPPORTUNITIES

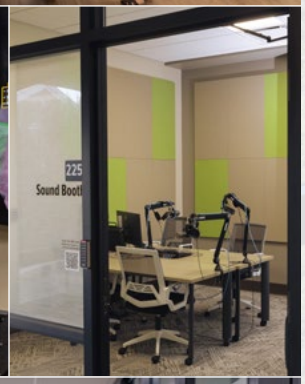














As part of the Essential Libraries Initiative, Leon County celebrated a new chapter with the grand opening of the renovated second floor of the Leon County Main Library at 200 West Park Avenue, marking a major step in reimagining library services to meet evolving community needs. Leon County invested $3.5 million in the Main Library second floor renovation, including $400,000 from a Florida Department of State Public Library Construction Grant. The project transformed more than 30,000 square feet into modern, flexible spaces designed for learning, collaboration, and connection. New amenities include 15 multi-use meeting and gathering rooms, a Career Corner workforce development hub, a soundproof recording studio, an Ancestry Alcove for family history research, and other spaces designed to support learning and community connection. To help prepare the community for today's workforce, the renovated space also features a CAT Excavator simulator that provides hands-on training for careers in construction and heavy equipment operation. The Leon County Public Library System is one of only two library systems in the nation to offer this innovative training tool. The renovation of the Main Library's second floor was featured in *American Libraries* magazine's 2026 Library Design Showcase, which highlights the best in new library design from around the country.

COMMUNITY RELATIONS AND CITIZEN ENGAGEMENT

PROVIDING TRANSPARENCY AND ENGAGING CITIZENS

Leon County continues to grow citizen involvement and engagement through its commitment to programs that help shape the community, including the Citizen Engagement Series, Library Lecture Series, and the Club of Honest Citizens.

The nationally recognized Leon County Citizen Engagement Series continued this year with a training on disaster resilience. Focused on building community preparedness and resilience to withstand man-made and natural disasters, more than 100 residents stepped behind the scenes at the County's Emergency Operations Center to learn about disaster preparedness with local public safety experts. County staff, nonprofit partners, and public safety officials offered sessions on various topics, including disaster preparedness, emergency communication, and the importance of having an disaster plan.

Now in its tenth year, the Leon County Library Lecture Series hosted five events featuring a diverse range of speakers and topics. Deputy General Counsel and Embassy Director of the Miccosukee Tribe of Indians of Florida Edward Randall Ornstein, Esq., led an enlightening discussion focused on the Miccosukee Tribe's journey from their home on the banks of Lake Miccosukee to the Everglades and Big Cypress Swamps. Using oral traditions, eyewitness accounts, and historical research, Stephanie Chandler of Storied Paths guided attendees through the legends, lore, and memories that have shaped our community. In celebration of America's 250th anniversary, Dr. Mercedes "Sadie" Haigler from Florida State University's Department of History explored women's roles in early American civic life and political networks by connecting historical foundations to contemporary American identity and culture. Dr. Thomas Juzek of Florida State University's Computational Linguistics program and Dr. Zina Ward of Florida State University's Department of Philosophy offered an interdisciplinary perspective on the relationship between human language and machine learning. Rounding out the series, Dr. Laura Lee of Florida State University's College of Motion Picture Arts celebrated seven decades of cinematic history by examining the enduring legacy of Godzilla and its impact on the world of entertainment.



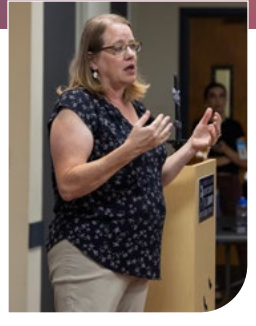
Citizen Engagement Series: Disaster Resilience Edition

LEON COUNTY
Library Lecture Series
Topics That Engage and Inspire



Edward Randall Ornstein, Esq.

From Lake Miccosukee to the Everglades: Native Voices of the Apalachee Region



Stephanie Chandler

Haunted Tallahassee: Legends, Lore, and Local Memory



Dr. Mercedes "Sadie" Haigler

Celebrating 250 Years: Women and Civic Life in Early America



Dr. Thomas Juzek and Dr. Zina Ward

Words From the Machine: Why AI Chooses the Words It Does



Dr. Laura Lee

King of the Monsters: How Godzilla Conquered the World



The Created Equal: Soul of FOOD

On April 21, 2026, Leon County partnered with The Village Square to host its 11th annual Created Equal event, The Soul of Food. Hundreds of people attended the event, celebrating the deep cultural significance and evolution of culinary traditions. Featuring a variety of dishes to enhance the experience and an insightful discussion with a distinguished panel of experts, attendees explored the powerful ways food connects culture, history, and community through shared traditions and lived experiences.

Audience members from all walks of life had the opportunity to engage in discussions centered around how food has long served as a living record of the Black and Brown experience, preserving history through recipes, and how food strengthens community and nourishes both body and soul. Through these conversations and shared experiences, attendees gained a deeper appreciation for the role food plays in preserving cultural heritage, fostering understanding, and bringing diverse communities together.

the village square

The Club of Honest Citizens
Eat. Drink. Think.





SUBSCRIPTION SERVICES VS. COUNTY SERVICES

COMPARING YOUR DOLLAR

COMPARING HIGH-QUALITY COUNTY SERVICES WITH A MONTHLY STREAMING BILL

For less than a monthly streaming bill, you receive County services like Emergency Medical Services, parks, road maintenance, mosquito control, libraries, stormwater, disaster response and recovery, and so much more!

SUBSCRIPTION SERVICES	
Total	**$278**

For sitcom reruns and commercials? ***$13***

Wasn't this included with cable already? ***$23***

Now, I have to pay for each family member?! ***$27***

Wait... my phone bill doesn't cover this? ***$13***

How many live-action remakes can one company make? ***$12***

I thought this was free! ***$83***

What even is this? ***$61***

I only wanted free shipping! ***$15***

Paying for reality TV and old sitcoms? ***$17***

I forgot I was even subscribed to this. ***$14***

COUNTY SERVICES	
Law Enforcement & Corrections	$68.10
Emergency Medical Services (EMS)	$11.68
Facilities	$7.58
Health & Human Services	$6.27
Library Services	$3.98
Elections	$3.31
Mosquito Control	$0.45
Veterans, Volunteer, Economic Development & Planning	$1.25
All Other Services	$38.62
Total	**$ 141.24**



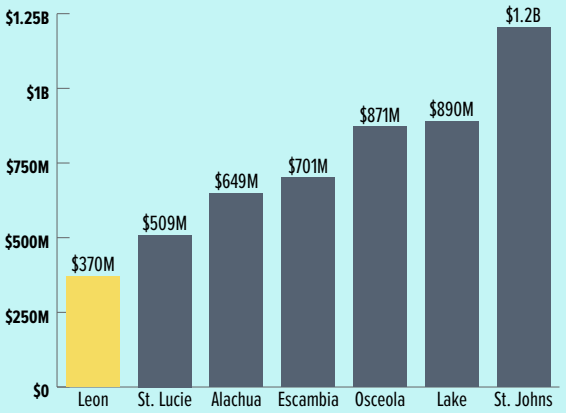
Leon County is not affiliated with the companies whose logos appear on this page; the logos are being used to provide context for residents in describing beneficial public services.

Posted on October 5, 2026

FY 2026/2027 LEON COUNTY ADOPTED BUDGET AT A GLANCE

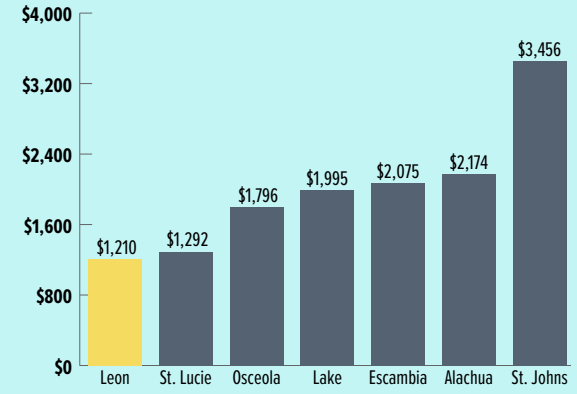
COUNTY ADMINISTRATION

Total Net Budget (FY26)



Leon County has the lowest operating budget among like-sized counties, with a net budget of $370 million. St. Lucie County's net budget is 38% higher than Leon County's.

Net Budget per Countywide Resident (FY26)



Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 7% higher than Leon County's (St. Lucie County). Alachua County spends 80% more per resident than Leon County does.

EXERCISING RESPONSIBLE STEWARDSHIP OF THE COMMUNITY'S RESOURCES

- Balanced the FY 2027 budget ($421 million), a 4.86 % increase from last year's budget, without raising the millage rate for the 15th year in a row.
- The FY 2027 budget continues to maintain core services and the community's infrastructure. A few highlights include:
  - Dedicating more than $2.1 million to Community Human Services Partnership (CHSP) agencies to address the community's most pressing needs, including line-item funding for emergency homeless shelters; $1.8 million to ensure uninsured and underinsured residents have access to comprehensive health services; and $760,744 in State Housing Initiatives Partnership (SHIP) program funding to support affordable housing.
  - Fully supporting the Leon County Sheriff's Office's (LCSO) and Supervisor of Elections Office's budget requests.
  - Allocating millions of dollars in funding to support strategic, long-term investments in infrastructure with a focus on maintaining existing assets, including more than 2 million square feet of County facilities, 2,902 acres of greenways and parks, and hundreds of miles of roads and stormwater drainage systems.
  - Preserving community affordability by holding the Countywide millage rate flat for the 15th consecutive year. Leon County also continues to charge no impact fees.
  - Adding 10 new paramedics/EMTs for Emergency Medical Services (LCEMS) to maintain response times.
  - New cost savings and avoidances of $1 million, bringing the total to nearly $100 million since FY 2013.

PROPERTY TAX DISTRIBUTION

(Based on average value single-family home in Leon County)

Services	FY 2027 Ad Valorem Tax Bill $1,695	FY 2027 Monthly Cost	FY 2027 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	476.71	39.72	28.12%
Sheriff - Corrections	340.61	28.38	20.10%
Emergency Medical Services	140.25	11.68	8.28%
Facilities Management	90.99	7.58	5.37%
Capital Improvement	87.01	7.25	5.13%
Health & Human Services	75.26	6.27	4.44%
Management Information Services	62.83	5.24	3.71%
Library Services	47.78	3.98	2.82%
Tax Collector	47.69	3.97	2.81%
Other Non-Operating/Communications	45.96	3.83	2.71%
Property Appraiser	43.52	3.63	2.57%
Supervisor of Elections	39.74	3.31	2.34%
Administrative Services	35.65	2.97	2.10%
Other Criminal Justice (Probation, DJJ, Diversion)	31.33	2.61	1.85%
Community Redevelopment - Payment	29.11	2.43	1.72%
Veterans, Volunteer, Planning, Economic Dev.	15.01	1.25	0.88%
Board of County Commissioners	14.35	1.20	0.85%
800 MHz Radio Communication System	13.76	1.15	0.81%
Geographic Information Systems	11.52	0.96	0.68%
Clerk of Circuit Court	10.98	0.92	0.65%
Court Administration and Other Court Programs	9.22	0.77	0.54%
Risk Allocations	8.59	0.72	0.51%
Sustainability/Cooperative Extension	5.46	0.46	0.32%
Mosquito Control	5.38	0.45	0.32%
Office of Management and Budget	5.06	0.42	0.30%
Budgeted Reserves	1.24	0.10	0.08%
TOTAL	**$1,695.00**	**$141.24**	**100.00%**

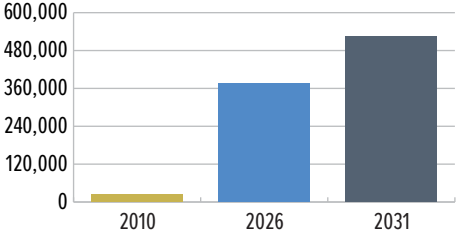
PERFORMANCE DRIVEN PROGRESS

PROVIDING HIGH-QUALITY SERVICES WITH OPTIMIZED RESOURCES



Library Services

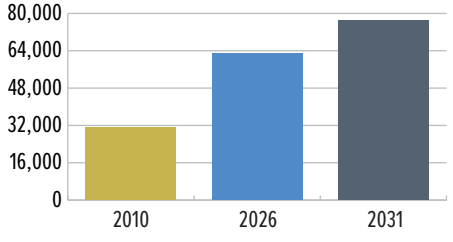
EBOOK/AUDIOBOOK CHECKOUTS





Emergency Medical Services

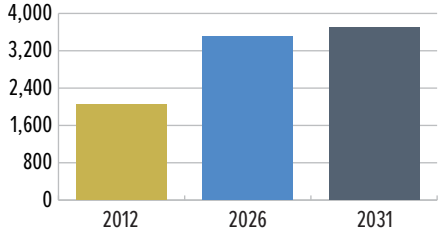
CALLS FOR SERVICE





Parks and Recreation

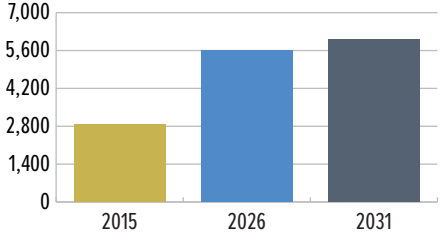
TOTAL ACRES OPEN TO THE PUBLIC





Dev. Support & Env. Mgmt.

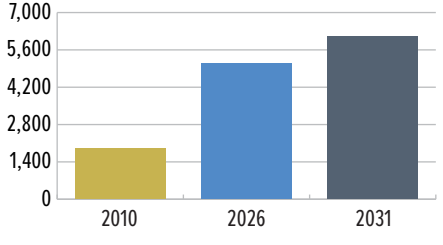
ONLINE PERMITS ISSUED





Veteran Services

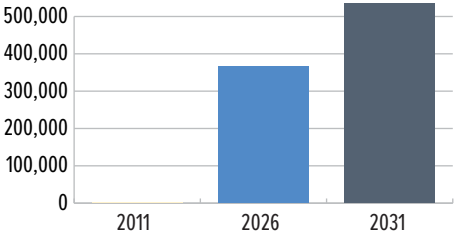
CLIENTS SERVED





Community & Media Relations

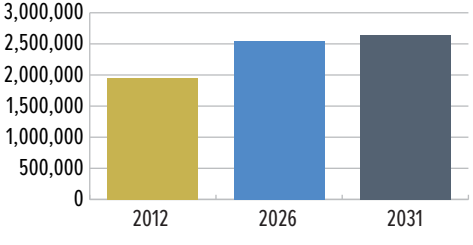
SOCIAL MEDIA FOLLOWERS





Tourism

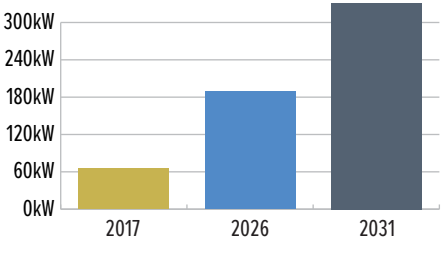
NUMBER OF VISITORS





Sustainability

SOLAR ENERGY PRODUCED AT COUNTY FACILITIES



PAST PRESENT PROJECTED

STRETCHING YOUR TAX DOLLARS

EXERCISING RESPONSIBLE STEWARDSHIP OF THE COMMUNITY'S RESOURCES

WHERE THE $421 MILLION COMES FROM...



FY 2026/2027 ADOPTED BUDGET:

$421 MILLION

...AND HOW THE $421 MILLION IS UTILIZED



DID YOU KNOW?

- Leon County citizens pay among the lowest in the state per person to operate their local County government.
- The County has balanced the budget every year without raising the millage rate for the last 15 years.



EMERGENCY MEDICAL SERVICES (EMS)

Goal Statement

To preserve life, improve health, and promote safety through clinically superior and compassionate pre-hospital care and life safety education for citizens and visitors of Leon County.

Strategic Initiatives

QUALITY OF LIFE

- Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (#2022-22)

PRESERVING LIFE. IMPROVING HEALTH. PROMOTING SAFETY.





Press the Chest: CPR Training for the Community

- Responded to more than 63,000 calls for service and transported more than 38,000 patients in FY26, leading the industry in setting the standard for emergency medical care.
- Provided on-site emergency medical care for athletes and attendees at the 2026 World Athletics Cross Country Championships.
- Completed a systemwide upgrade of patient monitoring and cardiac treatment equipment, providing paramedics with the latest tools for patient care, strengthening capabilities, and improving emergency medical response.
- Upgraded video airway equipment and transport ventilators, providing advanced airway management tools and improving respiratory care for critically ill and injured patients.
- Collaborated with local hospitals and the Florida Department of Health to modernize EMS-to-hospital communications, improving coordination and information sharing for patients suffering cardiac emergencies, strokes, and trauma, resulting in faster hospital treatment for critical patients.
- Continued to provide specialized services through Critical Care Transport, Tactical Medical, Highly Infectious Disease Patient Transport, and Special Operations teams.
- Maintained accreditation through the Commission on Accreditation of Ambulance Services, demonstrating continued compliance with nationally recognized standards and best practices.
- Continued to improve the chances of survival following a cardiac arrest event by advocating for the integration of automated external defibrillators (AEDs) and conducting cardiopulmonary resuscitation (CPR) trainings through the Heart Ready initiative.
  - More than 1,600 citizens received training in CPR and AED use.
  - 1,520 public access AEDs in the community.
- During Press the Chest, provided lifesaving hands-only CPR and AED awareness training to nearly 500 citizens and connected attendees with more than 18 community partners.
- Continued partnering with Tallahassee State College and Godby High School to offer an Emergency Medical Technician (EMT)

Contact us
850-606-2100
www.LeonCountyFL.gov/LCEMS





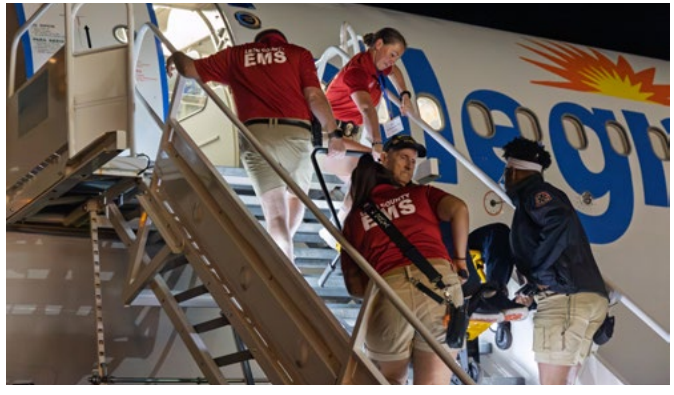
Trunk-or-Treat community outreach

program to high school students, resulting in the graduation of eight EMTs.

- Continued to operate a prehospital whole blood transfusion program, enhancing patient care and saving the lives of seriously ill patients. Since the program launched in 2024, 75 units of blood have been transfused.
- Continued to participate in the national Cardiac Arrest Registry to Enhance Survival (CARES), which collects and analyzes EMS and hospital data to improve cardiac arrest outcomes.
- Provided an income-based fee discount program and continued to completely waive EMS fees for uninsured or underinsured veterans.
- Partnered with Safe Kids Big Bend, a national organization committed to working with families and communities to keep children safe from unintentional injuries, through the Community Centric Injury Reduction program.
- Conducted more than 40 child safety seat inspections and installations through the Child Passenger Safety Seat program.
- Partnered with Leon County Schools in support of the Safe Routes to School program by providing a bike trailer, equipment, and medics to promote bicycle use and transportation safety education to school children.
- Operated an EMT to Paramedic Trainee Program, assisting current EMTs to become paramedics, increasing the number of paramedics while supporting recruitment and retention efforts.
- Participated in joint training exercises with local law enforcement agencies and the fire department to enhance the response to major incidents, including Active Shooter Hostile Events (ASHE).
- Operated a Narcan Leave Behind Program that provides patients and families of patients suffering from opioid use disorders with Narcan, an opioid reversal agent, along with information about available addiction treatment and support services.
- Provided medical coverage during Honor Flight Tallahassee, which brought more than 140 veterans and guardians on a one-day trip to Washington, D.C., to visit our nation's memorials.
- Provided medical coverage at more than 450 athletic events, concerts, festivals, and community gatherings.



Cross country at Leon County Apalachee Regional Park



Honor Flight Tallahassee

- Hosted or participated in more than 120 community trainings and events, including CPR, Stop the Bleed, first aid, child passenger safety, bicycle safety, and when and how to call 9-1-1.
- Continued offering health and safety educational resources for youth featuring the Teddy Bear-a-medic mascot, including coloring sheets, story times, and outreach appearances.
- Supported the six volunteer fire departments that serve unincorporated Leon County by coordinating stakeholder meetings, promoting recruitment, facilitating training opportunities, providing financial and operating support, and insurance coverage.



LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To be an essential resource and place for learning, engagement, and innovation that provides for our community's changing needs.

Strategic Initiatives

QUALITY OF LIFE

- Implement the Leon County Essential Libraries Initiative. (#2022-21)

GOVERNANCE

- Launch a digital literacy education initiative in partnership with local stakeholders for residents to strengthen online safety, scam awareness, and practical artificial intelligence skills through accessible workshops, clear branding, and coordinated outreach. (#2026-117)

Contact us
850-606-2665
www.LeonCountyLibrary.org

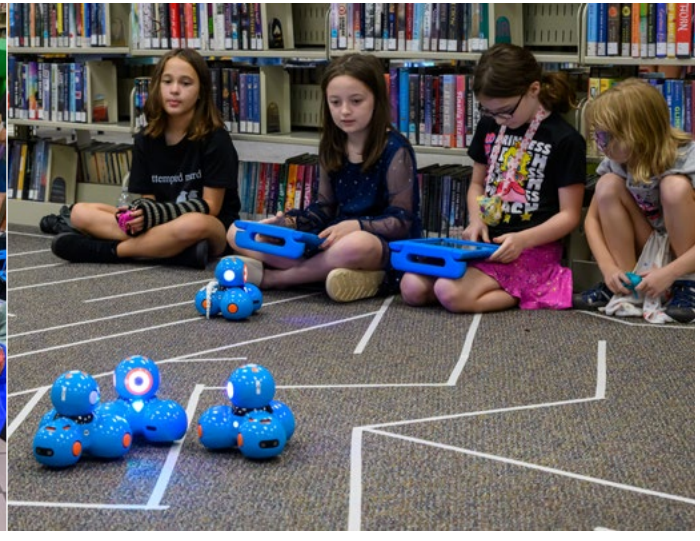
LEARN. ENGAGE. INNOVATE.

- Served more than 1.4 million customers digitally and in person through the Library System, and managed nearly 1.4 million checkouts in FY26, including print, DVDs, audio, eBooks, computers, tablets, Library of Things items, and more.
- Completed the second-floor renovation at the Leon County Main Library. Highlighted features of the renovated space include 15 multi-use meeting rooms and gathering spaces, a Career Corner workforce development hub, a soundproof recording studio, comfortable seating, public computer areas, enhanced directional signage, and more.
- Launched PressReader, a digital magazine and newspaper platform that offers more than 7,000 titles from more than 120 countries and in 60 languages.
- Continued to offer Brainfuse HelpNow, a free, live online tutoring service that connects students with professional tutors for real-time assistance in core subjects, writing support, test preparation, and more.
- Awarded a Library Services and Technology Act (LSTA) America250 grant to support the three-part "Library Lunch Break" lecture series featuring experts from local colleges and universities covering topics like American music, literature, and history.
- Through the Community Resources Specialist, partnered with state and local human services agencies to provide regular access to services during the monthly Library Link-Up event.
- Completed another successful year of the Leon County Library Lecture Series, offering five informative sessions:
  - Edward Randall Ornstein, Esq., Deputy General Counsel and Embassy Director of the Miccosukee Tribe of Indians of Florida, "From Lake Miccosukee to the Everglades: Native Voices of the Apalachee Region."
  - Stephanie Chandler, local historian and storyteller, "Haunted Tallahassee: Legends, Lore, and Local Memory."
  - Dr. Mercedes "Sadie" Haigler, assistant professor of history at Florida State University, "Celebrating 250 Years: Women and Civic Life in Early America."
  - Dr. Thomas Juzek, assistant professor of computational linguistics at Florida State University, and Dr. Zina Ward, assistant professor of philosophy at Florida State University, "Words From the Machine: Why AI Chooses the Words It Does."
  - Dr. Laura Lee, faculty member in Florida State University's College of Motion Picture Arts, "King of the Monsters: How Godzilla Conquered the World."
- Hosted more than 2,000 programs, including story times, book clubs, hands-on workshops, and more.
- In collaboration with Community and Media Relations and the Cybersecurity Community Outreach Organization at Florida State University, offered the SafeSense: Online Safety and Digital Skills workshop to help residents recognize scams, protect their personal information, and navigate the internet safely and confidently. A



African American Read-In





CosmicCon

companion website, LeonCountyLibrary.org/SafeSense, allows residents to learn about this topic from the comfort of their home.

- Launched the eight-week Roadmap to Business program series for aspiring entrepreneurs, with each session highlighting a key stage of business development.
- Continued offering the annual spring and fall Seed Library in coordination with UF/IFAS Leon County Extension. Participants checked out 24,000 sample-size packets containing more than 350,000 seeds and received guidance for successful cultivation.
- Implemented an eight-week summer program around the theme "Unearth a Story," inspired by dinosaurs, fossils, and art, featuring programs for all ages, including archaeology events, educational animal encounters, and reading challenges.
- Offered financial literacy programming, with topics including one-on-one financial planning, understanding credit scores, and how to file for taxes, to empower residents of all ages to achieve long-term financial stability and independence.
- Offered community-wide reading challenges through Beanstack, including Read Across America, Sunshine State Young Readers Award, and the Summer Reading Challenge.
- Continued partnership with Second Harvest of the Big Bend to provide healthy food to kids and teens throughout the year at library locations.
  - » Distributed 4,763 after-school snacks through the Kids Cafe program during the school year.
  - » Distributed 13,355 healthy meals through Summer BreakSpot in June and July.
- In collaboration with Community and Media Relations, hosted the 25th anniversary celebration for the Dr. B.L. Perry, Jr. Branch Library with activities for the whole family to help residents rediscover their library and everything it has to offer.
- Awarded a Florida Humanities America250 Book Collection Grant to support the purchase of 133 books that encourage reflection on America's 250-year journey and offer inspiration for our country's next chapter.

LEON COUNTY LIBRARY LOCATIONS

LeRoy Collins Leon County Main Library
200 West Park Avenue
850-606-2665

Bruce J. Host Northeast Branch Library
5513 Thomasville Road
850-606-2800

Dr. B.L. Perry, Jr. Branch Library
2817 South Adams Street
850-606-2950

Eastside Branch Library
1583 Pedrick Road
850-606-2750

Jane G. Sauls Fort Braden Branch Library
16327 Blountstown Highway
850-606-2900

Lake Jackson Branch Library
3840-300 North Monroe Street
850-606-2850

Woodville Branch Library
8000 Old Woodville Road
850-606-2925

- In collaboration with Emergency Management and Community and Media Relations, added new items to the Library of Things collection to support community emergency preparedness, including weather radios, collapsible ladders, gutter cleaners, and portable power stations.



EMERGENCY MANAGEMENT

COMMUNITY RELATIONS AND RESILIENCE

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To protect our community by coordinating and integrating all activities necessary to build, sustain, and improve resilience so as to mitigate against, prepare for, respond to, and recover from man-made natural disasters.

Strategic Initiatives

QUALITY OF LIFE

- Build, sustain and improve resilience to mitigate against, prepare for, respond to and recover from man-made and natural disasters. (Q7)

GOVERNANCE

- Begin implementing next generation 9-1-1 technology and infrastructure so as to ensure regional connectivity, call taker functionality, and the most resilient infrastructure during future disasters. (#2024-78)
- Expand the County's existing Build Your Bucket training to include year-round neighborhood-level emergency preparedness workshops to increase awareness and resilience. (#2024-82)
- Execute all 41 after-action recommendations from 2024, addressing key findings, and lessons learned from the Bicentennial Storm, the May 2024 Tornado Outbreak, and Hurricane Helene to strengthen County preparedness, response, and recovery efforts. (#2025-99)
- Partner with FSU's Applied Politics and Policy Learning Experience Program to enhance the County's Disaster Survival Guide with practical home-preparedness guidance, highlighting Library of Things resources and other tools to strengthen community disaster readiness. (#2026-119)

Contact us
850-606-3700
www.LeonCountyFL.gov/EM

DISASTER PREPAREDNESS, RESPONSE, AND RECOVERY

- Directed the Emergency Operations Center (EOC) to plan for and coordinate disaster response activities with all partners.
- Coordinated emergency planning and response for the 2026 World Athletics Cross Country Championships, including activation of the EOC to support a safe and successful international event.
- Conducted a rapid, multiagency response to a prolonged water outage at a local mobile home community, assessing resident needs, distributing emergency supplies and supporting restoration of water service.
- Hosted 13 training courses for 430 local and regional emergency responders to strengthen their emergency response skills.
- Ensured Leon County's preparedness and resilience for disasters by:
  - » Participating in 11 community outreach and education presentations.
  - » Reviewing emergency plans for 79 healthcare facilities and conducting public education and outreach programs for community groups.
  - » Coordinating with Elder Care Services to provide 100 disaster supply buckets to vulnerable seniors.
- Received more than 166,000 emergency calls during the past year through the Leon County Enhanced 9-1-1 System, including approximately 145,000 from wireless devices, 9,000 from landline devices, 7,700 from Voice over Internet Protocol (VoIP) devices, and more than 3,500 text messages.
- Responded to more than 1,200 requests for 9-1-1 records.
- Distributed the Leon County Disaster Survival Guide by mail to every household in Leon County for the second consecutive year.
- Updated LeonReady.com to connect residents with available hurricane preparedness resources.



County Emergency Management Director Kevin Peters, center, receives Florida Emergency Preparedness Association's 2026 Gary Arnold Award

- Continued to provide Neighborhood Readiness Trainings to help individuals, families, and neighborhoods prepare, act, and recover from disasters.
- Continued offering hurricane preparedness educational resources for youth featuring the Billy the Bucket mascot, including the Billy the Bucket Hurricane Safety Coloring Book, the 2-in-1 Billy the Bucket and Teddy Bear-a-medic Activity Book, and Story Time with Billy the Bucket.
- Hosted the Citizen Engagement Series: Disaster Resilience Edition, giving more than 100 attendees an opportunity to connect with local public safety experts to learn how to prepare for disasters.

A PREPARED COMMUNITY IS A RESILIENT COMMUNITY

Leon County Emergency Management plays a central role in protecting lives and strengthening community resilience through coordinated planning, response, and collaboration with public safety agencies and partners.

Leon County led extensive planning and coordination for the 46th World Athletics Cross Country Championships held in Leon County on January 10, 2026. In the months leading up to the event, Leon County convened regular interagency planning meetings to develop operational plans, coordinate resources, assess risks, and establish unified response protocols. The Emergency Operations Center (EOC) was activated from January 5–11, 2026, to support event operations, including the welcome dinner, race events, and post-race activities.



Build Your Bucket distribution with Elder Care Services

During the activation, Leon County served as the central coordinating hub for nine public safety agencies, ensuring a unified operating picture, shared objectives, and consistent communication. Partner agencies included local, state, and university law enforcement, fire rescue, emergency medical services, and public safety organizations. The event brought together participants and officials from nearly 50 countries, requiring extensive coordination, intelligence sharing, and real-time situational awareness. The successful operation demonstrated the agency's ability to integrate multiple partners and deliver a safe and secure environment for a large-scale international event.

LEON Ready

The following month, Leon County conducted a rapid, door-to-door needs assessment at a local mobile home community after reports of a prolonged water outage affecting residents for almost a week. In coordination with state health officials and utility partners, the team evaluated immediate needs and implemented emergency support measures. Packaged water was distributed, and temporary sanitation services were deployed through an emergency contract while restoration efforts proceeded.

Leon County coordinated closely with partners to support restoration of water service and maintained ongoing engagement with residents in the days and weeks following the initial response to ensure repairs were completed and normal service remained. This response highlighted the County's commitment to rapid assessment, resource coordination, and sustained recovery support during community disruptions.

Beyond the support delivered directly to residents, Leon County residents can access a wealth of disaster preparedness resources at LeonReady.com, the County's official disaster preparedness website. The site features the online Disaster Survival Guide, preparedness checklists, Neighborhood Readiness Training registration, recovery information and more. We all have a role to play in disaster preparedness and resilience.



Citizen Engagement Series: Disaster Preparedness Edition



TOURISM

COMMUNITY RELATIONS AND RESILIENCE

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To enhance the region's economic growth and quality of life by collaboratively inspiring the vitality of Leon County/Tallahassee's visitor economy.

Strategic Initiatives

ECONOMY

- Explore opportunities to attract Top 100 Billboard artists for concerts and performances at various local venues throughout the year. (#2025-88)
- Initiate the FY 2027 – 2031 Division of Tourism's Strategic Plan to establish the County's tourism priorities, economic goals, and efforts to further grow the region's visitor economy and quality of life over the next five years. (#2026-103)
- Support Florida's coordinated U.S. Semiquincentennial (250th) campaign by aligning County communications and event planning with national and state messaging, leveraging local history and assets to drive engagement and visitation. (#2026-104)
- Evaluate the feasibility of a Leon County film incentive program by analyzing peer models, projected economic impacts, administrative requirements, funding options, and performance metrics. (#2026-105)
- Establish Leon County's Apalachee Regional Park as the permanent home of the World Athletics Cross Country Championships by building on the defining success of the 2026 Championships and strengthening the County's relationship with World Athletics to position the global showcase of Leon County's natural beauty and world-class facilities as a catalyst for continued growth in sports tourism. (#2026-106)

Contact us
850-606-2300
www.VisitTallahassee.com

PROMOTING AND MARKETING FLORIDA'S CAPITAL REGION

- In 2026, Leon County Tourism welcomed nearly 2,546,097* visitors, supported 12,047* local jobs, and generated $1.43* billion in economic impact, bringing the total over the last five years to $6.49* billion.
- In partnership with Leon County Parks and Recreation, hosted the 46th World Athletics Cross Country Championships at Apalachee Regional Park on January 10, 2026. Widely regarded as the most prestigious event in the sport, this international event attracted more than 15,000 attendees and more than 450 elite athletes from 48 countries, generating more than $6 million in visitor economic impact and more than $24.5 million in global event impact. Complementing the elite competition, a mass-participation Fun Run gave more than 2,000 visitors and residents the opportunity to run the official championship course. The Fun Run successfully raised $10,000 to directly support Leon County Schools' cross country and track & field programs.
- Continued to promote tourism efforts through Tourist Development Tax (TDT) collections, which are anticipated to exceed $9.7* million annually.
- Hosted more than 15,000* attendees at the Adderley Amphitheater through concerts, including Gladys Knight, the Tallahassee Symphony Orchestra's John Williams concert, Countdown at Cascades New Year's Eve celebration, TOTO, Lake Street Dive, Earth, Wind & Fire, and Alabama Shakes.
- Continued to dedicate 20% of the annual TDT revenue collected to provide funding support for arts and cultural tourism programs and grants via the Council on Culture & Arts (COCA) through a combination of TDT and general revenue. In FY 2025/2026, COCA received $150,000 from general revenue and $1,896,792* in TDT revenue.
- Grew Visit Tallahassee's social media channels to more than 132,000* followers on Facebook and more than 41,000* on Instagram.



World Athletics Cross Country Championships Tallahassee 26

- Worked with 16 national journalists and hosted 13 writers and content creators to achieve more than 285 story placements in prominent print and online media outlets.
- Awarded $800,000 in tourism grant funding for 87 local legacy events, special events, and sports events.
- Launched a newly redesigned venue website at TheAdderleyAmphitheater.com, featuring enhanced user experience with integrated video and audio upgrades, seamlessly connecting music fans with upcoming artists and events at Cascades Park.
- Hosted nine premier cross country events, anchored by the Florida High School Athletic Association (FHSAA) State Championships for the 14th consecutive year and the Southwestern Athletic Conference (SWAC) Championships for the fourth consecutive year, further solidifying Leon County's status as the capital of cross country.
- Served as a host destination for the 2026 Kayak Adventure Series "TallaBASSee" Bass Fishing Tournament with more than 100 anglers from 15 states fishing publicly accessible waters within a one-hour radius of Leon County. This event marked the beginning of a strategic emphasis to bring more fishing events into our community.

*Estimates. Actual results will be available in December.



Alabama Shakes at The Adderley Amphitheater



Word of South



Earth, Wind & Fire at The Adderley Amphitheater



Lake Street Dive at The Adderley Amphitheater

- Served as the host destination for the three-day Sunshine Sports Council Innovation Think Tank Summit. The multi-day event established Leon County as a leader for sports tourism development, bringing together Florida's top sports commissions, destination leaders, and national event rights holders to collaborate on high-impact industry strategies.
- Supported the 21st annual Open at Tallahassee Disc Golf Tournament, welcoming 130 national touring professional disc golfers and more than 500 spectators.
- Hosted the DC Elite Garnet & Gold Softball Tournament for the seventh consecutive year, attracting more than 70 teams and 2,000 attendees to the Florida State University (FSU) Rec SportsPlex and James Messer Sports Complex.
- Expanded the partnership with the United States Bowling Congress (USBC) to host the 2026 Florida Adult Mixed Tournament, welcoming more than 250 bowlers from across Florida.
- In collaboration with the Office of Economic Vitality and FSU, supported the Motor, Drives Systems, and Magnetics (MDSM) Conference and helped secure the event's return for 2026, further showcasing our area's specialized innovation and global strength in magnetics.
- Supported more than 2,000 students, mentors, and spectators at the Alfred Lawson Jr. Multipurpose Center for the F.I.R.S.T. Robotics Competition Tallahassee Regional. The prestigious event featured 46 teams representing Florida, Louisiana, Tennessee, Chinese Taipei, Türkiye, India, and Mexico, further boosting Leon County's international visibility.
- Produced and distributed more than 70,000 copies of the annual Visitor Guide and Meeting Planner Guide, promoting the destination assets to leisure travelers, event organizers, and meeting planners.
- Developed and launched the "Explore Beyond Your Block: America 250 Edition" challenge, highlighting more than 75 participating local businesses, attractions, historic sites and the six local official America 250 Florida Road Trip sites.
- Launched the inaugural Tallahassee-Leon County Restaurant Week in partnership with Tallahassee Foodies, engaging more than 25 locally owned restaurants, to encourage residents and visitors to explore Leon County's unique culinary attractions and growing culture as a prime destination for tourism.
- Executed an immersive media event in Birmingham, Alabama, bringing Leon County's flavor and culture directly to influential travel writers and content creators. By fostering authentic connections through storytelling and shared culinary experiences, this strategic activation generated significant editorial interest, successfully securing a high-impact cover story and six-page feature in Good Grit Magazine to heighten regional travel awareness.
- Serving as the County's film and television liaison, assisted more than 15 productions with scouting and permitting, including "Cut Your Teeth" in partnership with FSU's Spotlight program.

WORLD ATHLETICS CROSS COUNTRY CHAMPIONSHIPS

HISTORIC MILESTONE: WELCOMING THE WORLD TO LEON COUNTY

On January 10, 2026, Leon County hosted the 46th World Athletics Cross Country Championships at Apalachee Regional Park. The event marked several historic milestones, serving as Apalachee Regional Park's first international competition, Leon County's world championship sporting event, and the first World Cross Country Championships held on U.S. soil in more than 30 years.

Leon County's effort to host the World Athletics Cross Country Championships began in 2019. Following a successful bid and World Athletics Council approval, the County led strategic planning and logistics, designing a world-class course showcasing iconic Florida destinations.

More than 450 world-class runners and Olympians representing 48 countries traveled to Leon County ready to compete for world titles, and Leon County was ready for them. The County's efforts included delivering exceptional facilities, coordinating seamless event operations, promoting the event through widespread branding and outreach, organizing volunteers, and supporting countless logistical details that contributed to the event's success. Prior to the competition, World Athletics President Sebastian Coe praised Leon County, calling the community the "cross country capital of the United States, if not the world."

The successful hosting of the championships not only showcased Leon County on the global stage but also cemented its reputation as one of the world's premier destinations for cross country running.

- $24.5 million+ in global event impact
- $6 million+ in visitor economic impact
- 15,000+ total attendees
- 10,000+ out-of-town visitors
- $10,000 in support for Leon County Schools cross country and track programs
- 450+ world-class runners from 48 countries and federations
- Broadcast in 200+ countries & territories worldwide

WORLD ATHLETICS CROSS COUNTRY CHAMPIONSHIPS TALLAHASSEE 26



World Athletics Cross Country Championships Tallahassee 26 Champions Walk



Leon County donates proceeds to Leon County Schools track & field programs



WXC26 welcome dinner with event co-chairs


CHEPTOYEK
GETACHEW
SEIKO




Women Senior
SEIKO


USA
SEIKO


KENYA


SEIKO
asics
Tallahassee
SENIOR WOMEN
49
SEIKO






WORLD ATHLETICS
CROSS COUNTRY
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OFFICE OF ECONOMIC VITALITY

DEPARTMENT OF P.L.A.C.E.

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To guide the County and City's economic development efforts in coordination with the private sector and community stakeholders by fostering fair and open competition, conducting extensive outreach to assist businesses in navigating and competing in today's marketplace, and leveraging existing resources to maximize the infusion of financial capital to the local economy.

Strategic Initiatives

ECONOMY

- Implement the Economic Development Strategic Plan as adopted and revised by the Intergovernmental Agency. (#2022-2)
- Collaborate with regional partners in the building and technical trades to increase entry-level apprenticeship opportunities. Target specifically training on-the-job upon hiring positions. (#2023-49)
- Expand our economic competitiveness by hosting the 2025 Motor, Drive Systems, and Magnetics Conference and explore opportunities to attract future magnetic conferences as part of our broader efforts to establish Tallahassee-Leon County as the magnetic capital of the world. (#2025-86)
- Coordinate with the Local Technology Planning Teams to evaluate areas lacking reliable broadband and cellular services and additional opportunities to work with industry stakeholders to direct investments in these areas. (#2025-87)

Contact us
850-219-1080
www.OEVForBusiness.org

ONE-STOP SHOP FOR BUSINESS RECRUITMENT, RETENTION, AND EXPANSION

BUSINESS DEVELOPMENT AND INTELLIGENCE

- Spearheaded efforts to bring the Motor, Drive Systems, and Magnetics (MDSM) Conference back to Leon County, showcasing our region's expertise in magnetics and advanced manufacturing to more than 250 researchers, manufacturers, and industry leaders from seven countries.
- Continued to lead the Local Broadband Technology Planning Team (LTPT), which works with key community stakeholders to expand high-speed internet access to unserved and underserved areas of Leon County.
  - » Comcast delivered multi-gigabit, symmetrical internet service to more than 100 previously unserved homes and businesses in Leon County's rural areas.
- Hosted the Leon County Opportunity Zone 2.0 Workshop in partnership with Florida Commerce, convening local leaders, businesses, and community stakeholders to discuss strategic investment opportunities in Leon County and outline the next phase of the Opportunity Zone program.
- Executed a Memorandum of Understanding (MOU) with Florida A&M University that authorizes the Office of Economic Vitality to actively market the university's Innovation Park properties to companies seeking to expand or relocate in Leon County.
- Produced four episodes of the "Economic Vitality Unplugged" podcast, a series that takes a deep dive into the people, projects, and industries powering Leon County's economy.

MINORITY, WOMEN, AND SMALL BUSINESS ENTERPRISE (MWSBE)

- Certified more than 145 MWSBE firms, with an additional 203 firms certified by the Florida Office of Supplier Development. As a result, there are 348 certified firms prepared to engage in the local procurement process.



Leon Works Expo

- In 2025, certified firms earned more than $9.7 million in County procurement expenditures.
- Hosted the 33rd annual Big Bend Minority Enterprise Development (MED) Week with more than 200 attendees to emphasize the pivotal role of diversity and inclusion in fueling our region's economic vitality.
- Sponsored and participated in the fifth annual Black Business Expo Tallahassee (BBET), engaging 282 attendees and awarding $15,500 in grants to fuel minority business growth.

TALENT DEVELOPMENT AND ATTRACTION

- Hosted the 11th annual Leon Works Expo, connecting more than 550 high school students from Leon, Calhoun and Liberty counties in Florida and Grady County, Georgia, with emerging skilled career opportunities.
- Sponsored North Florida Worlds of Work (WOW), which provided hands-on career exploration experience for more than 3,000 students in the Big Bend region.

BLUEPRINT INTERGOVERNMENTAL AGENCY

DEPARTMENT OF P.L.A.C.E.



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To implement the Blueprint Program in a timely and cost-effective manner through transformative impacts and innovative business practices while keeping the Tallahassee-Leon County community informed and involved.

Strategic Initiatives

ECONOMY

- Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (#2022-1)
- Support the completion of the Fairgrounds Master Plan by Blueprint and, upon completion, effectuate the next steps for the redevelopment of the North Florida Fairgrounds. (#2022-10)

QUALITY OF LIFE

- Implement the Tallahassee-Leon County Greenways Master Plan. (#2022-20)
- Design and construct the new Northeast Park. (#2023-59)

Contact us
850-219-1060
www.BlueprintIA.org

PRESERVE, PROTECT & ENHANCE THE COMMUNITY'S QUALITY OF LIFE

- Completed the Magnolia Drive Multi-Use Trail Phase II project, providing a new trail, landscaping, and underground utilities from Pontiac Drive to Diamond Street. The final segment, from Diamond Street to Apalachee Parkway, is under design.
- Continued construction of Northeast Park, a 50-acre community park that will include two baseball and softball fields, a multipurpose field, four pickleball courts, a basketball court, two sand volleyball courts, a playground, picnic shelters, walking trails, an open lawn, restrooms, and a community room with a concession area.
- Continued construction efforts on the first phase of the Northeast Gateway: Welaunee Boulevard Project, providing construction of the new roadway and multimodal facilities south of Interstate 10.
- Continued implementation of the North Monroe Gateway project with the completion of the two landscaped medians between John Knox and Allen Roads.
- Began design of Lake Jackson Greenway Phase II, which will create a connection from the Trousdell Aquatics and Gymnastics Center to Lake Jackson Mounds State Park.
- Continued construction of the Welaunee Boulevard Bridge over Interstate 10, setting the stage for a new interstate interchange.
- Began construction of Phase I of the Southwest Area Connector Bike Route project near Sabal Palm Elementary School, advancing bicycle and pedestrian improvements that will support safer, more connected travel in the surrounding neighborhood.
- Completed construction of a two-mile mountain bike flow trail at Debbie Lightsey Nature Park.
- Completed construction of Segment G-1 of the Airport Gateway Project, adding 0.32 miles of roadway improvements and a new multi-use trail on southern Springhill Road.
- Continued construction of the Orange Meridian Park to create a new neighborhood park and community gathering space at the intersection of Orange Avenue and Meridian Street, featuring trails, exercise stations, and a children's play area.



Northwest Connector Corridor: Tharpe Street public meeting

- Continued construction of Market District Park, a nine-acre community park west of Maclay Boulevard and north of Maclay Commerce Drive, featuring walking paths, shaded gathering areas, a splash play area, open green space, restrooms, and pickleball courts.
- Completed construction on Capital Circle Southwest from Orange Avenue to Springhill Road, and began construction on the next segment, Springhill Road to Crawfordville Road. Once completed, this project will total nearly six miles of improved roadway and more than 24 miles of new bicycle and pedestrian facilities.
- Continued implementation of the Greenways Master Plan, including approximately 60 miles of greenways, which, once completed, will provide important recreation and connectivity across Leon County.
- Completed the Project Development and Environment Study (PD&E) for the Northwest Connector Corridor: Tharpe Street project, which included a public meeting attended by more than 100 residents. The meeting provided project updates and an opportunity for residents to learn more about the future improvements.



PLANNING
DEPARTMENT OF P.L.A.C.E.

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of Leon County and the Tallahassee community.

Strategic Initiatives

ENVIRONMENT

- Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan. (#2022-13)

QUALITY OF LIFE

- Develop a Woodville Rural Community Sense of Place Plan to evaluate land uses and guide future improvements in the Woodville area and coordinate with County Public Works in developing a 5-year improvement plan to include vehicular and pedestrian safety. (#2025-97)
- Evaluate the Comprehensive Plan and Land Development Code to identify and implement regulatory incentives that support the reuse of vacant big-box commercial sites, near jobs and transit along major corridors, for affordable housing and mixed-use development. (#2026-112)

Contact us
850-891-6400
www.LeonCountyFL.gov/Planning

PLANNING TODAY FOR TOMORROW'S COMMUNITY

- Developed the Woodville Sense of Place Plan, which provides a roadmap for future improvements to preserve Woodville's unique rural character while supporting economic vitality, safety, and community identity.
- Adopted the Land Use and Mobility Element update to the Tallahassee-Leon County Comprehensive Plan, becoming the first community in Florida to combine the two previously separate elements and showcasing how land use and transportation are integrally linked in shaping growth and development.
- Processed one small-scale and three large-scale Comprehensive Plan amendments.
- Reviewed 209 development applications, with 99 located in unincorporated Leon County.
- Processed nine rezoning applications, including amendments to planned unit developments and rezonings concurrent with Comprehensive Plan amendments, with three located in unincorporated Leon County.
- Provided 127 site consultations through DesignWorks, including 17 located within County jurisdiction. Of the 17 County site consultations, 15 were private sector consultations, and two services were provided to other Leon County departments. In addition, three public sector design assistance projects covered both County and City jurisdictions.
- Continued to serve as lead staff for seven advisory committees and participated in six other technical committees.



Woodville Sense of Place Plan canvassing

DID YOU KNOW?

DesignWorks assists small-scale property owners in developing site plans that incorporate additional housing options, which support the efficient usage of existing infrastructure and promote walkable neighborhoods.

PUBLIC WORKS

Mission Statement

To provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, and vehicle fleet throughout Leon County that enhances its livability, environment, and economic vitality.

Strategic Initiatives

ENVIRONMENT

- 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)
- Continue to work with the state to seek matching grants to convert septic to sewer systems. (#2022-11)

Contact us
850-606-1500
www.LeonCountyFL.gov/PubWorks

PLANNING, BUILDING, AND MAINTAINING QUALITY INFRASTRUCTURE



American Public Works Association (APWA) Road-E-O



APWA awards

- Leveraged more than $6 million in grants for the following projects:
  - Woodville Sewer System Project, a multi-year, multi-phase initiative to convert properties in the Woodville community from septic systems to central sewer, while the County's Septic Upgrade Incentive Program provides up to $7,500 to help homeowners in southern Leon County upgrade existing septic systems to advanced nitrogen-reducing technology when central sewer service is unavailable. Together, these programs play a critical role in reducing nutrient loading to the aquifer, Wakulla Springs, and other connected water resources.
  - Augustine Road Sidewalk Project, which will construct a sidewalk along two segments: Winchester Lane to Blair Stone Road, and Blair Stone Road to Paul Russell Road, providing a continuous pedestrian route.
  - Old Bainbridge Road and Capital Circle Northwest Turn Lane Project, which provides greater lane storage for both right-turn and through/left-turn traffic, relieving congestion during peak hours. The addition of a dedicated northbound right-turn lane and a southbound left-turn lane on Capital Circle Northwest expands capacity and improves traffic flow, while the curb-and-gutter section enhances channelization and drainage control.
  - Mosquito Control Grant from the Florida Department of Agriculture and Consumer Services to prevent mosquito-borne diseases and nuisance populations by funding the acquisition of specialized equipment, essential supplies, and training opportunities for County staff.
  - Tire Amnesty Days, in partnership with the Florida Department of Environmental Protection, an annual free tire collection program to reduce mosquito breeding grounds within the community.
- Completed the following projects to enhance stormwater and transportation infrastructure, County buildings, and recreational facilities:
  - Leon County Detention Center Stairs Phase II
  - Leon County Main Library Second Floor Renovation



ENGINEERING SERVICES

PUBLIC WORKS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.

Strategic Initiatives

ENVIRONMENT

- Initiate Basin Management Plan updates for the unincorporated area once the state adopts new stormwater standards. (#2022-17)
- Implement the comprehensive Action Plan for Lake Munson to support the long-term water quality of the lake and surrounding water bodies. (#2023-51)
- Engage an engineering consultant to complete the Miccosukee Road Greenway Trail Flood Study to identify solutions to flooding along Miccosukee Road. (#2025-90)

QUALITY OF LIFE

- 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)
- Explore innovative strategies to enhance pedestrian safety, including traffic safety studies and utilizing automated speed detection technology in school zones. (#2025-96)

Contact us
850-606-1500
www.LeonCountyFL.gov/Engineering

PROFESSIONAL SERVICES AND QUALITY INFRASTRUCTURE

- In a continued commitment to providing a safe and efficient transportation system, over the past year, Leon County completed the following projects:
  - Miccosukee Road Bridge Replacement Project
  - Magnolia Drive Multi-Use Trail Phase II from Pontiac Drive to Diamond Street
  - Meridian Road and Lakeshore Drive Intersection Signalization
  - Skyview Drive Sidewalk from Point View Drive to the end of Skyview Drive
  - Pavement Condition Assessment and Management Program Development
  - Chaires Cross Road Sidewalk from Chaires Elementary School to Parkhill Road.
  - Resurfaced 12.89 miles of roads throughout Leon County.
- To improve the community's surface and groundwater quality, completed 55 advanced septic tank system installations through the incentive program.
- To enhance traffic and pedestrian safety, completed a street lighting project at an intersection and 13 school bus stops.



Magnolia Drive Multi-Use Trail

DID YOU KNOW?

Engineering Services evaluated 114 site plans, including any associated permit applications, in the past year.

DEMONSTRATING THE HIGHEST STANDARDS OF PUBLIC SERVICE

APWA State of Florida Award

Northeast Lake Munson Septic to Sewer Conversion



OPERATIONS
PUBLIC WORKS

Goal Statement

To provide for the safety and convenience of the public by constructing, maintaining, beautifying, and protecting our infrastructure, to include transportation maintenance, stormwater maintenance, right-of-way maintenance, and mosquito control services.

Strategic Initiatives

ENVIRONMENT

- Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (#2022-19)

Contact us
850-606-1400
www.LeonCountyFL.gov/Operations

TRANSPORTATION INFRASTRUCTURE

TRANSPORTATION MAINTENANCE

- Performed grading on more than 800 miles of County-maintained dirt roads during an 18-day cycle.
- Installed and repaired approximately 8,000 street signs throughout Leon County.
- Installed 52,871 pavement markings on County roadways.
- Performed two miles of Open Grade Mix resurfacing on County roads.

RIGHT-OF-WAY

- Completed maintenance on more than 500 acres of landscaped areas throughout Leon County.
- Planted 1,025 trees along County canopy roads and through Arbor Day and the Adopt-A-Tree Program.
- Mowed 2,595 miles of County Right-of-Way.

STORMWATER MAINTENANCE

- Cleaned 49,302 linear feet of roadside ditches to improve water quality and reduce the potential for stormwater impacts on adjacent properties.
- Inspected 320 stormwater ponds for the National Pollutant Discharge Elimination System (NPDES) MS4 permit.
- Renewed 27 County and City stormwater operating permits for stormwater facilities.

MOSQUITO CONTROL

- Responded to 4,325 citizen-requested mosquito control work orders, including 4,171 truck spray requests and 154 mosquito inspections, larvicide treatments, and mosquito fish placements.



Mosquito control treatment



Arbor Day tree planting

- Secured $92,479 in state grant funding to support mosquito control operations and Tire Amnesty Days, resulting in the collection of 38 tons of tires and the reduction of mosquito breeding sites.

FLEET
PUBLIC WORKS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.

Strategic Initiatives

ENVIRONMENT

- Protected the quality and supply of our water. (EN1)
- Continued to reduce our carbon footprint. (EN4)

GOVERNANCE

- Exercised responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

Contact us
850-606-2000
www.LeonCountyFL.gov/Fleet

VEHICLE REPAIR AND PREVENTATIVE MAINTENANCE

- Fleet Management continued to work toward improving the management of resources and increasing efficiency through vehicle cost-saving opportunities.
  - » Performed routine maintenance and repair on the County's 504 registered vehicles and more than 800 pieces of equipment.
  - » Purchased 3,250 gallons of RelaDyne Ecopower recycled motor oil and recycled 3,650 gallons of used petroleum products.
  - » Performed 1,100 in-house preventative maintenance services to prevent potential problems and extend the lifespan of vehicles and equipment.
  - » Collected more than $279,990 in revenue for surplus vehicles and equipment.
  - » Increased Leon County's electric vehicle fleet to 17 vehicles.
  - » Managed a fuel inventory volume exceeding 500,000 gallons of diesel and gasoline.
  - » Monitored inventory control, distribution, and billing.

DID YOU KNOW?

To reduce fuel consumption and lower emissions, Leon County operates 17 electric vehicles and 25 hybrid vehicles.



9/11 Day of Service

SUSTAINABILITY

OFFICE OF RESOURCE STEWARDSHIP



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission and Goal Statements

Office of Resource Stewardship: To provide leadership and coordination of services through the Office of Sustainability, Parks and Recreation, Solid Waste Management, Facilities Management, and the Cooperative Extension office in order to identify opportunities for synergy and added efficiencies between each work-group to effectively promote stewardship of the community's natural, societal, and economic resources.

Sustainability: To enhance our community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large.

Strategic Initiatives

ENVIRONMENT

- Expand the Biochar Pilot Program at the Leon County Solid Waste Management Facility into a full-scale, sustainable, and carbon reducing processing facility for the community's yard waste. (#2024-70)
- Enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (#2022-15)

Contact us
850-606-5021
www.GrowingGreen.org

GROWING GREEN TOGETHER

- Realized approximately $1.3 million in utility savings from energy conservation measures.
- Continued adding to the supply of water bottle filling stations at Leon County facilities. To date, 49 bottle filling stations have been installed across 23 County facilities, saving more than 700,000 plastic water bottles from being used.
- Engaged more than 1,000 citizens through presentations and events on topics such as composting and recycling.
- Continued operations with reCap, a Florida-based small business, upcycling 404 tons of the County's yard debris into biochar, a charcoal-like substance produced from organic matter. In 2026, reCap began scaling its operations to prepare to process 100% of the County's collected yard debris by spring of 2027.
- Hosted the 2026 Sustainable Communities Summit, themed Sustainable Threads: Weaving Paths to Sustainable Living, engaging nearly 60 residents in topics such as community resource sharing, gardening, sustainable living, and storytelling.
- Launched the Sustainability Ambassadors Program, training more than 20 residents to become citizen experts in local energy, waste, and community sustainability topics and empowering them to share their knowledge with peers.
- Hosted two Master Recycler Classes and launched the online training module, certifying more than 50 residents as local recycling experts in the community.
- Awarded Community Garden Grants to the Good News Outreach Garden and Elder Care Services Garden.
  - » Since 2012, 77 garden grants and three beautification grants have been awarded to support community gardens and projects located at schools, neighborhoods, and non-profit organizations.



2026 Sustainable Communities Summit

- Distributed more than 30 compost bins to Leon County residents to encourage at-home composting, helping mitigate food waste and enhance soil quality.
- Continued implementing goals and action items outlined in the Integrated Sustainability Action Plan (ISAP), including reducing greenhouse gas emissions from County operations by 30% by 2030.
- Gathered more than 300 participants through the County's annual sponsorship of a buy-one-get-one deal on native plants at Native Nurseries, encouraging the use of native plants in local landscapes.

DID YOU KNOW?

> The Sustainable Events Guide was designed to help residents, staff, and organizations plan greener events! Find the guide and other green event planning resources at GrowingGreen.org.

PARKS AND RECREATION

OFFICE OF RESOURCE STEWARDSHIP

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide for the safety, comfort, and convenience of the public by creating and maintaining infrastructure and programs supporting recreation, parks, and open space.

Strategic Initiatives

ECONOMY

- To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (#2022-7)
- Evaluate recreational amenities in Southwest Leon County, including Lake Talquin, J. Lewis Hall Sr. Park, and the St. Marks Trail, for opportunities to host annual events and competitions. (#2025-89)
- Establish Leon County's Apalachee Regional Park as the permanent home of the World Athletics Cross Country Championships by building on the defining success of the 2026 Championships and strengthening the County's relationship with World Athletics to position the global showcase of Leon County's natural beauty and world-class facilities as a catalyst for continued growth in sports tourism. (#2026-206)

QUALITY OF LIFE

- Implement the Tallahassee-Leon County Greenways Master Plan. (#2022-20)
- Design and construct the new Northeast Park. (#2023-59)

Contact us
850-606-1470
www.LeonCountyFL.gov/Parks

MAINTAINING LEON COUNTY'S PRISTINE PARKS AND GREENWAYS



World Athletics Cross Country Championships



Arbor Day

- In partnership with the Leon County Division of Tourism, hosted the 46th World Athletics Cross Country Championships at Apalachee Regional Park on January 10, 2026. Widely regarded as the most prestigious event in the sport, this international event attracted more than 15,000 attendees and more than 450 elite athletes from 48 countries, generating more than $6 million in visitor economic impact and more than $24.5 million in global event impact.
- Prepared and hosted more than 10 major events at Apalachee Regional Park, including the 2026 World Athletics Cross Country Championships, Florida Lineman Competition, American Public Works Association Big Bend Branch Road-E-O, and the Tallahassee Highland Games.
- Led the comprehensive update of the 10-year Land Management Plan for the J.R. Alford Greenway, which will guide the long-term stewardship of this vital public green space.
- Facilitated more than 1,100 community center reservations and issued more than 100 special event permits, supporting consistent community engagement and public use of County facilities.
- Installed shade structures over playgrounds at Pedrick Pond Park and St. Marks Headwaters Greenway to provide relief from the elements and enhance the visitor experience during peak heat seasons.
- Continued collaboration with the Boys & Girls Club of the Big Bend, providing after-school care and summer camp programming for 50 youth at the Miccosukee Community Center during the 2025-26 school year.
- Hosted Little League Districts' Sectionals and All-Stars baseball tournaments at various fields across the County, including the District 20 Little League All-Stars.
- Completed improvements at J. Lee Vause Park, including dog rinse stations, windscreens, a new pedestrian bridge, and retaining wall enhancements to improve functionality, longevity and user access.



J.R. Alford Greenway



Fort Braden flag football



Miccosukee Community Center



Prescribed burn at St. Marks Headwaters Greenway



Greenway maintenance

- Conserved and protected public lands by treating more than 150 acres for invasive species, continuing long-term habitat restoration efforts to protect native ecosystems and water quality.
- Completed retaining wall repairs at Stoneler Park to ensure long-term structural stability and improve safety for park visitors.
- Completed renovations at Coe Landing, transforming an underutilized property adjacent to the campground into an enhanced passive recreation area. Improvements included renovating the Coe Landing Rest Area, clearing undergrowth and debris, and creating a new connection to the Talquin State Forest Trail System to expand recreational opportunities and enhance the visitor experience.
- In partnership with Public Works, advanced plans to construct permanent restroom facilities at J.R. Alford Greenway and Gil Waters Preserve to support growing recreational use.
- Hosted a successful Arbor Day event at St. Marks Headwaters Greenway and planted more than 200 native trees to strengthen the County's urban canopy and environmental resilience.
- Renovated the playground at Jackson View Park and began construction of the County's first nine-hole disc golf course to expand family and multi-use recreation opportunities.
- Installed a pedestrian bridge at Apalachee Regional Park to improve connectivity and circulation throughout the park during large-scale events.
- Installed three new scoreboards, added new safety netting, and installed new scoring towers on four fields at J. Lewis Hall Sr. (Woodville) Park to further position the park as a premier tournament venue.

DID YOU KNOW?

> Apalachee Regional Park is home to one of the region's few dedicated Radio Control Airfields, offering a unique destination where hobbyists can fly model aircraft and helicopters.



FACILITIES MANAGEMENT

OFFICE OF RESOURCE STEWARDSHIP

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To serve the people of Leon County as a responsible steward of all building infrastructure that is necessary to support County operations in a timely, professional, and cost-effective manner.

Strategic Initiatives

GOVERNANCE

- Exercised responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

PROFESSIONAL CONSTRUCTION AND MAINTENANCE FOR COUNTY BUILDINGS

- Completed interior plaster wall repairs and painting, installed a new roadside sign, and replaced the septic system at the Fort Braden Community Center to enhance the experience for community members and support the long-term use of the historic facility.
- Refreshed the Woodville Branch Library and Community Center with exterior painting and deep cleaning, enhanced signage, new interior flooring and paint, and drywall installation to enhance the appearance, comfort, and functionality of the facility for community members.
- Completed more than 12,000 work orders for preventive maintenance, ensuring the continued safety, comfort, and functionality of County buildings and systems.



Facilities team leads water distribution after a water main break

- Developed an in-house digital Surplus Closet to more efficiently distribute surplus furniture throughout the County, helping avoid unnecessary purchases and saving taxpayer dollars.
- Installed new gutters and downspouts at the Public Safety Complex and EMS Logistics Building to improve stormwater management and protect critical County infrastructure.
- Enhanced the flagpole area at the UF/IFAS Leon County Extension facility on Paul Russell Road with new pavers, a bench, a bike rack, and flag lighting to improve functionality and appearance for visitors.
- Renovated the second-floor restrooms at the Florida Department of Health in Leon County building with new flooring, wall tile, fixtures, and lighting for functionality and comfort for staff and visitors.
- Completed exterior and interior improvements at the Eastside Branch Library, including replacement of the exterior pergola and upgrades to all interior lighting systems to enhance the experience for library patrons and improve energy efficiency.
- In collaboration with Public Works, completed landscaping enhancements and maintenance improvements in the Leon County Courthouse courtyard to improve the appearance and functionality of the outdoor space for visitors and staff.
- In coordination with the Tallahassee-Leon County Geographic Information Systems (GIS), developed a new damage assessment tool to accelerate the restoration of County facilities after storms and document damage for potential FEMA and insurance reimbursement.

DID YOU KNOW?

> In addition to providing repair, maintenance, and work order response, Facilities Management also performs in-house custom metal fabrication when the project requires. Facilities Management has qualified welders and fabricators on staff!

Contact us
850-606-5000
www.LeonCountyFL.gov/Facilities

SOLID WASTE MANAGEMENT

OFFICE OF RESOURCE STEWARDSHIP

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship.

Strategic Initiatives

ENVIRONMENT

- Expand the Biochar Pilot Program at the Leon County Solid Waste Management Facility into a full-scale, sustainable, and carbon reducing processing facility for the community's yard waste. (#2024-70)
- Initiate a feasibility study as a component of Phase II implementation of the Apalachee Regional Park Masterplan. (#2025-91)

Contact us
850-606-1800
www.LeonCountyFL.gov/SolidWaste

CUSTOMER SERVICE, ENVIRONMENTAL STEWARDSHIP, AND INNOVATION

- Continued to prioritize the health and safety of Leon County citizens through the Hazardous Waste Center by promoting responsible disposal of household chemicals and electronics.
  - Processed 540 tons of potentially hazardous material from an estimated 16,300 residents and businesses, of which 330 tons were removed from the solid waste stream through recycling or reuse.
  - Returned 43.4 tons of paint and household products to the community free of charge through the ReNew Center and a working relationship with Habitat for Humanity.
  - Collected more than 173,735 pounds of hazardous waste and electronics from 2,864 residents at the Household Hazardous Waste Drop-Off Site located at Leon County Public Works, 1800 Blair Stone Road.
  - Assisted with two City of Tallahassee Cash for Trash events, collecting 45,174 pounds of hazardous waste materials.
- Participated in the annual forest cleanup with the Forest Edge Neighborhood, helping to remove more than 25,460 pounds of waste from the Apalachicola National Forest.
- Received 3,410 tons of waste, tires, and hazardous materials at the four Rural Waste Service Center sites, including:
  - 3,279 tons of household waste
  - 83 tons of tires
  - 22 tons of hazardous materials
  - 26 tons of electronics
- Processed 11,955 tons of yard debris from unincorporated Leon County residents at the Leon County Solid Waste Management Facility.



Biochar facility

- Collected 653 tons of waste tires, including 38 tons during the County's annual Tire Amnesty Days program.
- Processed and loaded 226,896 tons of solid waste at the Leon County Transfer Station.
- In collaboration with Public Works, completed construction associated with the long-term closure of the landfill at the Solid Waste Management Facility, located at 7550 Apalachee Parkway.

DID YOU KNOW?

> The John Deere 744P loader used at the Leon County Transfer Station has a 6-cubic-yard bucket, large enough to hold an entire sedan. It can lift up to 18,000 pounds, roughly the combined weight of two adult African elephants.

LEGISLATIVE AND STRATEGIC INITIATIVES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To advocate for Leon County's state and federal legislative priorities before the Florida Legislature and the United States Congress, and to facilitate the development and implementation of the County's five-year Strategic Plan including Strategic Initiatives, Targets, and Bold Goals adopted by the Board of County Commissioners.

Strategic Initiatives

ECONOMY

- Engage local, regional, state, and federal partners to encourage the restoration of passenger rail service along the Gulf Coast by leveraging federal dollars under the Infrastructure Investment and Jobs Act. (#2023-47)

GOVERNANCE

- Continue to set the benchmark for local governments everywhere by earning national, state and local awards for County programs, hosting Florida Association of Counties events like Innovation Day, and sharing best practices with peers, all while remaining committed to learning and improving as an organization. (#2022-36)
- Establish a Citizen Charter Review Committee to review the County's Home Rule Charter and propose any amendments or revisions ahead of the 2026 General Election. (#2025-101)
- Evaluate the County's revenue structure and identify opportunities to diversify revenue streams in anticipation of the Florida Legislature's property tax reform initiatives. (#2026-115)

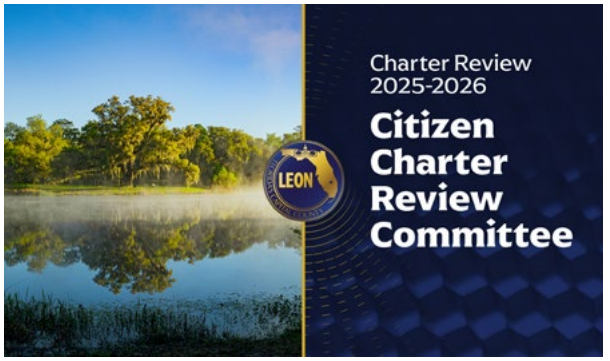
Contact us
850-606-5300
www.LeonCountyFL.gov/SpecialProjects

ADVOCATING FOR LEON COUNTY'S LEGISLATIVE INTERESTS

- Partnered with organizations, such as the Florida Association of Counties, Leon County's state and federal legislative delegations, the City of Tallahassee, institutions of higher education, and others, to identify shared issues and seek opportunities to leverage financial, technical, and human capital to draw attention to community priorities at the federal, state, and local levels.
- Planned, developed, and implemented the County's 2026 state and federal legislative priorities to secure funding for local projects, advance legislation that protects the County's local home rule authority, and oppose efforts to reduce or constrain local government finances.
- Coordinated with members of the state legislative delegation to secure $2.5 million in the FY 2027 State Budget in support of the County's Woodville Sewer Project, backup generators, and Courthouse security improvements projects.
- Produced a pre-session update, an end-of-session report, and weekly briefings (Capitol Update) to keep the Leon County Board of County Commissioners and senior staff apprised of legislative developments that would impact the community during the 2026 Legislative Session.

DEMONSTRATING THE HIGHEST STANDARDS OF PUBLIC SERVICE

> Staff led a multi-departmental effort to win eight National Association of Counties (NACo) Achievement Awards in 2026, bringing the County's total to 126 NACo Achievement Awards to date. These awards recognize the cost-effective, high-quality services that Leon County provides to citizens.



LEON COUNTY'S CITIZEN CHARTER REVIEW COMMITTEE

On November 5, 2002, Leon County voters adopted a Home Rule Charter , establishing the framework for county government. Every eight years, the County convenes a Citizen Charter Review Committee (Committee) to ensure that our government continues to reflect the community's evolving needs and priorities.

In 2025, the Committee convened for the third time since adoption of the Home Rule Charter in 2002 to review the Charter and propose amendments to the Board of County Commissioners (Board). During its nine-month review, the 21-member committee held nine regular meetings, one special meeting, and three public hearings before advancing two Charter amendments: affirmation of the esteemed humanity of all County residents and a community impact assessment framework to review adverse conditions related to historic laws, policies, and practices. Voters will decide both amendments in the November 3 General Election.

ANIMAL CONTROL



Goal Statement

To improve animal and human well-being through education, prevention, and enforcement programs and humane animal care and control services for the citizens and animals of Leon County.

Aligning Resources with Strategic Priorities

GOVERNANCE

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1)
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2)

Contact us
850-606-5400
www.LeonCountyFL.gov/Animal

PROTECTING LEON COUNTY'S ANIMALS AND CITIZENS



Educating residents on responsible pet care

- Animal Control staff is committed to serving the community and decreasing the number of impounded animals. During the year, staff:
  - Fielded more than 7,500 phone calls, resulting in more than 4,000 service requests and more than 4,100 Animal Control Officer activities.
  - Responded to more than 400 service requests for inhumane care, resulting in the issuance of citations and referrals to the Leon County Sheriff's Office for the pursuit of criminal charges.
  - Investigated more than 70 dangerous or aggressive animal complaints.
- To continuously provide for the safety and well-being of both citizens and domestic animals, Animal Control staff have:
  - Rescued more than 500 pets and ensured more than 160 lost pets were returned home.
  - Maintained the online Animal Abuser Registry to address animal abuse and raise public awareness of animal neglect, generating more than 1,600 page views this year.
  - Educated residents about responsible pet care and animal safety, and participated in local events such as school career fairs, community meetings and events.
  - Posted pet safety tips on the County's social media pages to educate pet owners about how to keep their pets and the community safe.
  - Informed pet owners about Leon County's Animal Ordinance and provided pet owners with loaner dog houses and referrals for free outdoor enclosures.
  - Provided collars and leashes to help people and pets get active through quality time outdoors.
  - Continued to implement strategies that allow Animal Control Officers to return animals to their owners and eliminate the need to take animals to the shelter, such as scanning animals for microchips, working with rescues to rehome pets, and speaking with citizens in the area to locate owners.
  - Engraved and distributed free pet identification tags and assisted local partners with providing free pet food to residents in need.

DID YOU KNOW?

> Leon County Animal Control works closely with local community partners to assist pet owners with caring for their animals by providing low-cost spay and neuter vouchers and free pet food, flea medication, collars, leashes, and more.

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT (DSEM)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission and Goal Statements

DSEM: To support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens and building positive relationships through exceptional customer service.

Development Services: Guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County.

Building Plans Review and Inspection: Ensure that built environments are safe, accessible, and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies, and continuing staff development.

Environmental Services: Provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.

Code Compliance Services: Administer, centralize, coordinate, and facilitate code compliance, citizen review boards, growth, and environmental management services to residents, property owners, and land development professionals served by DSEM in order to achieve compliance with adopted ordinances and policies.

Contact us
850-606-1300
www.LeonCountyFL.gov/DSEM

PERMITTING, INSPECTION, DEVELOPMENT, AND SUPPORT

DEVELOPMENT SERVICES DIVISION

- Continued to provide exceptional customer service to the community and ensured that all approved developments met or exceeded the minimum development standards.
- Reviewed and approved 42 site and development plan applications, 45 minor subdivision applications, and 1,415 land use compliance applications.
- Issued 24 concurrency certificates and 188 permitted use verifications.
- Drafted an ordinance to create a new section to provide regulations and procedures to address certified recovery residences in response to Senate Bill 954.
- Drafted a scrivener's ordinance amending multiple sections of the Land Development Code to provide clarity and consistency and update policy references and citations to reflect recent updates to the Comprehensive Plan.
- Worked extensively with concerned residents on development project applications, including:
  - A 74,000 +/- square foot travel center with 120 fueling stations, 776 parking spaces, and supporting infrastructure.
  - Citrus Grove Phases III & IV, a 304-unit single-family detached residential subdivision on Apalachee Parkway.
  - Congenial Homes, a 41-unit single-family residential subdivision on Tram Road.
  - A 986-square-foot coffee shop located at the southwest intersection of Thomasville Road and Timberwolf Crossing.
  - A 1,081-square-foot memorial museum building for the Munree Cemetery located on Edenfield Road.



Building inspection

BUILDING PLANS REVIEW AND INSPECTION DIVISION

- Performed 26,000 building, electrical, plumbing, and mechanical inspections and completed the associated plan reviews.
- Issued approximately 5,600 building permits.
- Ensured an average of six days for the issuance of new single-family home building permits.
- Coordinated with the Tallahassee Fire Department to ensure new State requirements for fire protection permits were being met.
- Worked with Leon County Office of Information & Technology (OIT) to modify the automatic expiration of building permits in Accela to meet new statewide permitting requirements.
- Implemented a procedure to help streamline the process of a new legislative requirement for permit exemption requests.
- Worked with OIT to create a new system for registering private providers, now mandated by statutory requirements.

Posted on October 5, 2026

Strategic Initiatives

ENVIRONMENT

- Exempt land conservancy groups, such as Tall Timbers, from environmental permitting requirements for activities that support and further their mission of fostering exemplary land stewardship such as tree removal and other vegetation management. (#2025-92)

GOVERNANCE

- Further enhance the use of social media neighborhood apps to notify citizens of development projects occurring in their neighborhoods. (#2022-40)
- Expand efforts to build public awareness of the County's Code Compliance Program though ongoing neighborhood engagement and public information efforts. (#2025-100)

- Continued to attend monthly Governmental Affairs meetings hosted by the Building Industry Association of the Big Bend to maintain an open dialogue between industry professionals and the County's building department.
- Completed the 2025 triennial Insurance Services Office (ISO) survey and received an upgraded residential Building Code Effectiveness Grading Schedule classification.



Bannerman Commons development

- Made improvements to the DSEM website to increase the availability of information for customer access.

ENVIRONMENTAL SERVICES DIVISION

- Reviewed 38 natural features inventory applications and helped ensure environmental protection by reviewing 87 site plan applications.
- Reviewed 36 environmental management permit applications and 25 new stormwater management facility operating permit applications and processed 120 operating permit renewals to ensure proper operation of stormwater facilities.
- Reviewed 90 driveway applications and 575 single-family permit applications for environmental protection.
- Conducted more than 5,000 environmental inspections/reviews in support of approved permits.
- Inspected more than 350 petroleum tanks in Leon, Gadsden, Wakulla, and Jefferson counties during the Florida Department of Environmental Protection 2025/2026 fiscal year through the Leon County Petroleum Storage Tank Regulation Program.
- Continued to educate the public about fertilizing properly through the ongoing Fertilizer Rain Delay social media campaign, which reminds homeowners and professional fertilizer applicators not to apply fertilizer for at least one day ahead of forecasted heavy rain (1 inch or more in 24 hours) to save money, plants, and the environment.

CODE COMPLIANCE SERVICES DIVISION

- Attended five local gun shows to ensure compliance with the Criminal History Records Check and Waiting Period for Purchase of Firearms, also known as the "Gun Show Loophole" Ordinance.
- Responded to 2,957 code compliance calls from citizens, resulting in 2,745 site inspections and 96 case presentations before the Code Enforcement Board for disposition.
- Monitored 113 properties under the Abandoned Property Registration Ordinance to protect neighborhoods from becoming blighted by distressed and abandoned properties with mortgages in default.
- Responded to 149 Compliance Certification Letter requests to provide for the recovery of associated costs of research and processing of open code violations and property liens.
- Processed three nuisance abatement case through the Nuisance Abatement Board to streamline the process for the abatement of an unsafe structure.

DID YOU KNOW?

All documents associated with a building permit application are available to the public through the County's online permit portal.

HUMAN SERVICES/HEALTHCARE/CHSP

OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS (HSCP)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission and Goal Statements

HSCP: To build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need in partnership with our community.

Human Services: To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance.

Healthcare: To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.

Strategic Initiatives

QUALITY OF LIFE

- Establish and implement line-item funding for local emergency homeless shelters in coordination and collaboration with community stakeholders including the City of Tallahassee and Children's Services Council of Leon County. (#2024-72)
- Continue to support the Big Bend Continuum of Care in the coordination and implementation of the annual Point-In-Time Count to collect homeless data critical to securing state and federal funding. (#2025-94)
- Support the Children's Services Council of Leon County in hosting Family Resource Centers at county facilities. (#2025-95)
- Identify opportunities to support the findings of the Community Health Needs Assessment Report to improve overall health outcomes by addressing the community's most significant health-related needs. (#2026-111)
- Support the efforts of Florida A&M University, Second Harvest of the Big Bend, Feeding Florida and other stakeholders to establish a food council to coordinate the local food system and food resources. (#2026-113)

Contact us
850-606-1900
www.LeonCountyFL.gov/HSCP

PRESERVING AND IMPROVING THE HEALTH AND WELFARE OF CITIZENS

- Contributed $1.3 million to provide access to healthcare services, funding more than 6,200 primary care, dental, and mental health visits for uninsured and low-income residents at Neighborhood Medical Center, Bond Community Health Center, and Apalachee Center.
- Through strategic local and national partnerships, facilitated access to more than 2,900 prescription medications valued at more than $586,000 for uninsured residents with limited incomes through the CareNet partnership with FAMU Pharmacy.
- Contributed a $753,290 local match that generated an additional $1,005,599 in Low Income Pool funding to support healthcare and behavioral health services provided by Neighborhood Medical Center, Bond Community Health Center, and Apalachee Center.
- Allocated $35,000 to fund 132 cases for medical examination costs for children alleged to have been abused, abandoned, or neglected.
- Administered the Direct Emergency Assistance Program to provide nearly $100,000 in financial assistance to 81 Leon County families for basic expenses, including shelter and utility costs.
- Allocated $156,000 to fund the State's Indigent Burial Program and transportation costs.
- Continued funding of the Apalachee Center's Central Receiving Facility, providing care for more than 3,300 individuals who involuntarily need access to emergency mental and/or behavioral health or substance abuse treatment in Leon County.
- Invested $183,826 in the Capital Medical Society Foundation's We Care Network, resulting in more than $4.1 million in donated specialty medical and dental care for uninsured and low-income residents.
- Provided $537,500 to five emergency homeless shelters to provide essential services to individuals and families experiencing homelessness, as well as shelter operations.



Farm Share food distribution

- Provided $112,000 to 2-1-1 Big Bend for the 24-hour Helpline and Lyft Transportation Program, and an additional $75,000 to support opioid-use or substance-use disorder treatment services with licensed providers such as DISC Village or other approved treatment facilities.
- Continued the County's partnership with the National Association of Counties (NACo) to fill more than 80 prescription medications not covered by insurance at a cost savings totaling more than $2,500.
- Hosted the 32304 Summit: Moving Forward Together, a community-focused event highlighting valuable programs, services, and resources strengthening the 32304 community.
- Collaborated with Carter's Corner to host Farm Share food distribution events, ensuring the secure delivery and distribution of meals and fresh produce to community members through events held at County facilities.
- Organized the 9/11 Day of Remembrance and Service to pack and deliver 250 food boxes to local homeless veterans in partnership with Second Harvest of the Big Bend in honor of the victims, survivors, and those who rose in service in response to the terrorist attacks on September 11, 2001.

HOUSING SERVICES

OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To build partnerships and administer programs that preserve and grow the inventory of safe and sanitary affordable housing in Leon County.

Strategic Initiatives

QUALITY OF LIFE

- Enhance the County's State Housing Initiative Partnership (SHIP) program to provide legal assistance and consultation to residents with heir property issues and estate planning needs that will preserve affordable housing for low-income families. (#2024-76)
- Continue to explore policies such as inclusionary housing and mixed housing developments to increase the stock of affordable housing throughout Leon County. (#2023-52)
- Continue to leverage County funding in partnership with local stakeholders to secure State and Federal funding to build affordable rental housing for very low- and low-income families. (#2023-61)
- Evaluate the adoption of a local property tax exemption to incentivize greater development of multifamily affordable rental units for low-income households. (#2026-107)
- Implement the Affordable Housing Gap Finance Program to increase the stock of affordable housing for very low and extremely low-income households. (#2026-108)

Contact us
850-606-1900
www.LeonCountyFL.gov/Housing

HOUSING ASSISTANCE, COUNSELING, AND SOLUTIONS

- Leon County continuously works to develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in Leon County and administers home rehabilitation, home replacement, homeownership development, down payment assistance, emergency home repair, and rental development programs.
  - » In partnership with the Tallahassee Lenders' Consortium and the City of Tallahassee, hosted a housewarming ceremony welcoming four first-time homebuyers to their new Community Land Trust homes, built on land donated by the County and financed with $168,000 from the County's State Housing Initiatives Partnership (SHIP) allocation.
  - » Continued to work with the Housing Finance Authority of Leon County (HFA) and community organizations to enhance the County's Rental Development Program through the allocation of $500,000 in County funding annually for affordable rental units authorized by the Leon County Board of County Commissioners.
  - » In partnership with the Tallahassee Lenders' Consortium and the City of Tallahassee, held a groundbreaking ceremony for the Wallis Street Community Land Trust project, a 17-unit affordable housing community development with financing from the County's SHIP allocation.
  - » Through rehabilitation and emergency repair projects valued at approximately $221,000, preserved 12 homes owned by low-income Leon County residents.
  - » Invested approximately $225,000 in County SHIP funding to demolish and replace an unsafe and deteriorated home for a low-income homeowner through the Home Replacement Program.
  - » Awarded $270,000 in subsidies to small businesses to finance the construction of four new homes for low-income, first-time homebuyers in targeted neighborhoods with relatively high rates of poverty.



Spring Home Expo

  - » Continued to support the HFA in the issuance of multi-family housing revenue bonds to finance affordable rental housing projects, including the approval of $15 million in bond allocations to preserve 100 affordable housing units.
  - » Provided $90,000 in financial aid to eight first-time homebuyers through the Down Payment Assistance Program, which is administered in partnership with the Tallahassee Lenders' Consortium.
- Provided title-clearing services to 28 low-income residents with heir-property issues through a partnership with Legal Services of North Florida.
- Hosted the Spring Home Expo with more than 120 residents attending workshops and demonstrations about topics including first-time homebuyer programs and sustainable living.
- Hosted homeowner education workshops to provide community homeowners with maintenance strategies and information on the County's home rehabilitation and emergency repair programs.

VETERAN SERVICES

OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veteran's interests in the community.

VETERANS HELPING VETERANS



Operation Thank You



Veterans Day Parade

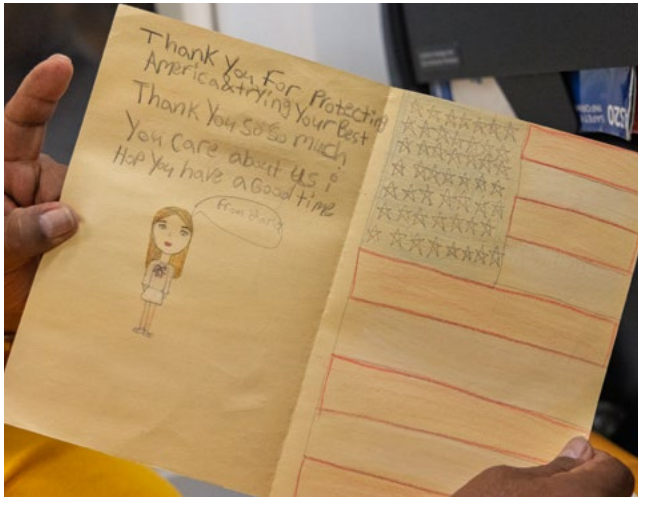
- Completed 4,950 Leon County benefit counseling contacts to assist veterans and their families with Department of Veterans Affairs (VA) benefit applications and military records requests.
- In partnership with the City of Tallahassee, provided 115 StarMetro bus passes for low-income and disabled veterans.
- Facilitated 1,176 claim actions that resulted in Leon County veterans receiving more than $42 million in benefits.
- Collaborated with the U.S. Department of Defense and families to honor fallen veterans.
- Maintained strong relationships with community partners by attending United Vets' monthly coordination meetings and other local veteran services meetings.
- Assisted veterans through the Veterans Emergency Assistance Program, which provides emergency financial assistance to help qualifying veterans meet critical, basic needs such as rent, mortgage, and utilities.
- Managed the Veteran Resource Center, where more than 60 veterans accessed resources to assist with employment needs.
- Continued to provide financial support for the Leon County Veterans Day Parade in partnership with Vet Events Tallahassee, Inc.
- Continued supporting the North Florida Veteran Stand Down with staff and a $10,000 contribution. Leon County Veteran Services staff processed benefit claims and provided benefits education to homeless and at-risk veterans.
- Partnered with Honor Flight Tallahassee, which transported World War II and Vietnam veterans and support personnel to Washington, D.C., to visit memorials dedicated to honoring their service and sacrifice. An Honor Flight trip is provided at no cost to veterans and is entirely funded by local fundraisers and community support. Leon County contributed staff support and $15,000 to help offset event costs.

Contact us
850-606-1940
www.LeonCountyFL.gov/Vets

HONOR FLIGHT TALLAHASSEE









- Continued to serve on the Leon County Transportation Disadvantaged Coordinating Board to ensure the transportation-disadvantaged population in Leon County has adequate access to transportation.
- Honored veterans by placing Operation Thank You commemorative wreaths on Memorial Day at military grave sites and memorials in the community, including the World War II Memorial located on the front lawn of the County Courthouse, the Florida Vietnam Veterans Memorial, the Korean War Memorial at Cascades Park, Big Bend Hospice Veterans Memorial Garden, Daniel B. Chaires Community Park, Oakland Cemetery, Greenwood Cemetery, and Veterans of Foreign Wars Cemetery.
- Hosted the annual Operation Thank You community breakfast in partnership with the American Legion on Veterans Day to honor the service and sacrifice of those who served our country.
- Assisted veterans with obtaining applicable property tax exemptions and discounts from the Leon County Property Appraiser.
- Collaborated with several organizations, including the U.S. Department of Housing and Urban Development-VA Supportive Housing (HUD-VASH) and Advocates for Veteran Housing, to provide housing solutions and supportive services for veterans.



COMMUNITY AND MEDIA RELATIONS

COMMUNITY RELATIONS AND RESILIENCE

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the county's liaison with its media partners.

Strategic Initiatives

QUALITY OF LIFE

- Partner with the Leon County Sheriff's Office in raising community awareness on issues such as child abuse and prevention programs, human trafficking, sexual abuse and exploitation and domestic violence. (#2022-32)

GOVERNANCE

- Develop a comprehensive, organization-wide County Artificial Intelligence policy and procedures to guide ethical, legal, secure, and effective AI use, including standards for procurement, data protection, transparency, human oversight, workforce training, and risk management. (#2026-114)
- Launch a digital literacy education initiative in partnership with local stakeholders for residents to strengthen online safety, scam awareness, and practical artificial intelligence skills through accessible workshops, clear branding, and coordinated outreach. (#2026-117)
- Partner with FSU's Applied Politics and Policy Learning Experience Program to enhance the County's Disaster Survival Guide with practical home-preparedness guidance, highlighting Library of Things resources and other tools to strengthen community disaster readiness. (#2026-119)

Contact us
850-606-5300
www.LeonCountyFL.gov/CMR

EDUCATION, INFORMATION, AND COMMUNITY OUTREACH

- Community and Media Relations (CMR) continued to enhance the community's access to Leon County Government and promote transparency and accountability.
  - Communicated disaster preparedness information to help citizens prepare for hurricane season and other disasters through various media.
  - Updated and distributed 170,000 copies of the 2026-27 Leon County Disaster Survival Guide through direct mail to county households and at library locations and community events.
  - Shared accurate and timely information with the public by working with media partners in print, television, radio, and online.
  - Worked with County staff to accurately respond to public records requests in a timely manner.
  - Collaborated with the Office of Information & Technology (OIT) to maintain and improve the Citizens Connect mobile app, which delivers up-to-the-minute emergency information, including weather alerts, road closures, sandbag locations, and more to mobile devices.
- Collaborated with the Leon County Division of Tourism and Parks & Recreation to support and promote the 2026 World Athletics Cross Country Championships through the execution of the Local Engagement Plan.



The Big Event

- Collaborated with the Tallahassee-Leon County Geographical Information Systems (GIS) to develop and launch the new Leon County Road Closures Map, improving driver experience by displaying current and planned road closures and implementing detour maps and address searching capabilities.
- Launched the County's podcast, "Voices of Leon," offering residents an inside look at County departments, programs and services through the voices and experiences of employees who serve the community every day.
- Maintained County microsites, including LeonReady.com and TheAdderleyAmphitheater.com, the newly redesigned website

DID YOU KNOW?

Community and Media Relations can come to your neighborhood meeting, civic club, or community event to share information about Leon County programs, services and resources. To invite our team to your next event, email CMR@LeonCountyFL.gov.



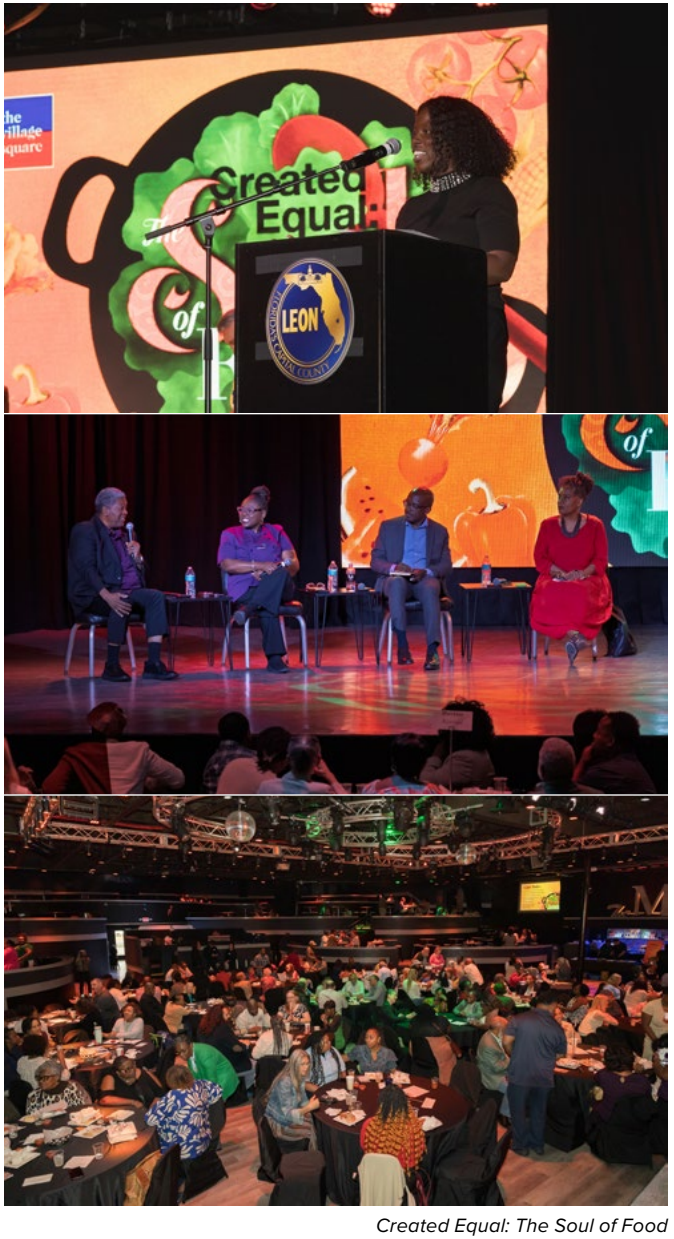
Employee Appreciation event



Springtime Tallahassee

for concert information and ticket sales for performances at The Adderley Amphitheater in Cascades Park.

- Continued to provide the public with real-time news updates on the County's digital media subscription service, Mailchimp, to more than 57,000 subscribers.
- Prepared and issued nearly 300 news advisories, releases, and public notices detailing County activities.
- Facilitated and documented nearly 70 press conferences, community meetings, and events, publishing more than 3,000 photographs on LeonPhotos.com, and capturing more than 35 hours of video footage.
- Designed more than 1,100 graphic design deliverables to promote County events and projects.
- Maintained and grew Leon County's Facebook, X, Instagram, LinkedIn, Nextdoor, and YouTube accounts, totaling more than 366,000 followers across all platforms.
- Generated more than $3 million in earned media value for County programs, events, and services.
- Continued to provide accurate and timely information to the public through the County's award-winning Emergency Information Portal website, LeonCountyFL.gov/ei, and Citizens Connect Mobile App.
- Recognized vibrant neighborhoods and dedicated community leaders through the 45th Annual Neighborhood Recognition Program in partnership with the Council of Neighborhood Associations (CONA).
- Produced the semiannual Leon County Courier, a publication by and for Leon County employees.
- Hosted the 11th annual Created Equal event in partnership with The Village Square, where hundreds of residents gathered to experience how food is a living record of culture, creativity, and resilience in Black culture through this year's theme, titled "Created Equal: The Soul of Food."
- Continued the "Learn Before You Burn" educational campaign to inform citizens about the health impacts of burning yard waste and alternatives to burning yard debris.
- Designed and distributed the monthly Leon County LINK in print and online to connect citizens with County services.



Created Equal: The Soul of Food



VOLUNTEER SERVICES

COMMUNITY RELATIONS AND RESILIENCE

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To empower citizens to answer local need through volunteerism and community engagement.

Strategic Initiatives

QUALITY OF LIFE

- Continue to support the Big Bend Continuum of Care in the coordination and implementation of the annual Point-In-Time Count to collect homeless data critical to securing state and federal funding. (#2025-94)

Contact us
850-606-1970
www.VolunteerLEON.org

RESPONSIVE VOLUNTEERISM AND COMMUNITY ENGAGEMENT



The Big Event



Volunteer Fire Truck Round-Up

- Coordinated internship and volunteer opportunities for more than 3,800 volunteers and interns who volunteered more than 80,000 hours of service for County government programs and special events.
- Registered more than 1,500 new users and five new agencies with the VolunteerLEON/Get Connected volunteer portal.
- Coordinated volunteer opportunities for several County events and programs, including Operation Thank You, 9/11 Day of Remembrance and Service, and the Leon Works Expo.
- Hosted the 28th Annual Volunteer Fire Truck Round-Up, highlighting the service and dedication of Leon County's volunteer firefighters, with more than 500 attendees.
- Placed more than 40 youths, ages 14 to 24, in Leon County offices as part of the County's Summer Youth Training Program to provide job experience, professional development, and training over the summer.
- Strengthened volunteer management capacity by training more than 20 managers and coordinators through the County's Excellence in Volunteer Management Training Series.



9/11 Day of Remembrance and Service

- Developed and delivered training for Leon County staff on the County's Citizen Information Line, enhancing the County's capacity to accurately and efficiently respond to thousands of resident inquiries related to disaster preparedness, response, and recovery during emergencies.

HUMAN RESOURCES



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

Managing a high performing and diverse workforce throughout the entire employee life cycle, through collaboration and strategic partnerships, while ensuring compliance with federal, state, and local employment regulations.

Strategic Initiatives

GOVERNANCE

- Continue to invest in the professional development of County staff including participation in Certified Public Manager training and enhancements to the County's Management Training. (#2022-38)
- Continue to pursue cost savings through the County's Innovator & Inspirator (I^2) Program. (#2022-39)
- Assess the replacement of the County's Banner System software for finances, human resources, and other core operations to support the Board and Constitutional Offices. (#2026-116)

Contact us
850-606-2400
www.LeonCountyFL.gov/HR

ATTRACTING, TRAINING, AND RETAINING A QUALITY WORKFORCE

TRAINING/PROFESSIONAL DEVELOPMENT/ APPRENTICESHIP/BENEFITS

- Delivered nearly 20 in-person trainings across County departments, including a new Employee Engagement and Well-Being presentation focused on increasing awareness of the County's education incentive and wellness programs. Training programs also included monthly New Employee Orientations, enhanced New Supervisor and Advanced Supervisor training, and 685 online NEOGOV Learn courses completed by 380 employees.
- Assisted the Leon County Office of Sustainability in updating the sustainability content for the New Employee Orientation Learning Plan curriculum and developed a new course for green driving within NEOGOV Learn.
- Hosted the Leon Works Junior Apprenticeship Program for the 2025-26 school year, providing 15 students with the opportunity to gain skilled work experience during the fall and spring semesters. An additional nine students will participate in the program for the fall 2026 semester.
- Partnered with Leon High School by providing on-site presentations to encourage eligible students to apply for the Leon Works Junior Apprenticeship Program, leading to increased engagement and student applications.
- Participated in a career fair at the Ghazvini Learning Center to bring increased awareness about the Leon Works Junior Apprenticeship Program, which was attended by more than 100 students.
- Attended the Leon Works Career Expo to promote the Leon Works Junior Apprentice Program and engage prospective students for the upcoming semester, connecting with more than 550 attendees.
- Partnered with SkillPath to provide specialized leadership training for department directors and supervisors to strengthen their conflict resolution and meeting presentation skills.



Leon Works Junior Apprenticeship Program Luncheon

HEALTH & WELL-BEING

- Hosted a hybrid Benefits and Well-Being Fair, bringing together 1,150 employees and vendors to promote employee health, wellness and benefits.
- Tracked more than 8,000 unique visits to employee well-being activities, events, and health screenings throughout the year, an increase of more than 2,000 visits from the previous year.
- Hosted the eight-week Bloom Walking Challenge to promote physical and social well-being. The 302 participants logged more than 134.6 million steps, the equivalent of more than 60,000 miles, and exceeding the program goal by 51%.
- Provided access to the Calm app, a digital mental wellness tool, to all EMS employees, achieving a 107% sign-up rate and 84.7% engagement rate.
- Supported 238 Leon County employees participating in community events, including Corporate Cup Challenge, World Athletics Cross Country Championship Fun Run, Heart Walk, Jingle Bell Run, Springtime Tallahassee races, and Turkey Trot.
- Launched a Creativity Club and Book Club to expand employee engagement and well-being opportunities.

OFFICE OF INFORMATION & TECHNOLOGY

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide reliable and effective technology and telecommunications solutions and services to County agencies to enable them to fulfill their missions in serving the citizens of Leon County.

Strategic Initiatives

GOVERNANCE

- Begin implementing next generation 9-1-1 technology and infrastructure so as to ensure regional connectivity, call taker functionality, and the most resilient infrastructure during future disasters. (#2024-78)
- Develop a comprehensive, organization-wide County Artificial Intelligence policy and procedures to guide ethical, legal, secure, and effective AI use, including standards for procurement, data protection, transparency, human oversight, workforce training, and risk management. (#2026-114)
- Assess the replacement of the County's Banner System software for finances, human resources, and other core operations to support the Board and Constitutional Offices. (#2026-116)

Contact us
850-606-5500
www.LeonCountyFL.gov/OIT

MAINTAINING EFFICIENT AND COST-EFFECTIVE INFORMATION TECHNOLOGY

- The Office of Information & Technology provides essential infrastructure and services to County agencies to ensure the safety of the entire community and exercise responsible stewardship of the County's resources:
  - » Averaged 160,000 unique website visitors each month, totaling more than 1.9 million visitors in FY26.
  - » Received over 21 million emails during FY26, with 21% intercepted by security filters.
  - » Provided technology support for the 2026 World Athletics Cross Country Championships at Apalachee Regional Park, including live broadcasting infrastructure, Wi-Fi services for the public, private printing services for internal teams, mapping solutions provided by Tallahassee-Leon County Geographical Information Systems (GIS), and an expansive fiber optic network for live camera shots.
  - » Added cellular redundancy to ambulance network connections, improving connectivity during storm-related outages.
  - » Supported Citizen Charter Review Committee meetings with live broadcasting, recording, closed captioning and audio support.
  - » Implemented grants totaling nearly $1 million, including a Florida Digital Service Cybersecurity grant to expand cybersecurity initiatives and a Florida Department of Law Enforcement grant to replace the Leon County Sheriff's Office's Jail Management System.
  - » Passed three third-party cybersecurity assessments performed by a private cybersecurity firm, including occupational technologies, information technologies, a financial auditor, and a cybersecurity insurance auditor.
  - » Replaced an enterprise-wide cybersecurity solution for anti-virus protection, saving more than $500,000 annually.



Digital Counties Survey award

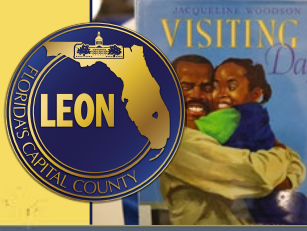


Main Library second floor renovations ribbon-cutting ceremony

- » Supported the renovation of the second floor of the Leon County Main Library with new computers, an audio recording setup in the Sound Booth, and audio/visual solutions in meeting rooms.
- » Maintained 933 GIS data layers used for mapping.
- » Implemented new telephone services, improving functionality and saving more than $67,000 annually.

PROBATION, SUPERVISED PRETRIAL RELEASE, AND DRUG/ALCOHOL TESTING

OFFICE OF INTERVENTION AND DETENTION ALTERNATIVES



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide information to the Courts which support judicial custody release decisions and provide alternatives to incarceration to person accused of crimes and offenders, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being.

Strategic Initiatives

QUALITY OF LIFE

- Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders and support reentry through regional partnerships and state and national efforts. (#2022-23)
- Continue to coordinate with DISC Village, Inc., and the Leon County Sheriff's Office in leveraging opioid settlement funding to provide substance abuse treatment and ancillary services for individuals with opioid and substance use disorders in the community. (#2025-93)

GOVERNANCE

- Coordinate with the Public Safety Coordinating Council, the Judiciary, Court Administration, and other partners in implementing the jail population management strategies identified by the Leon County Detention Facility Needs Assessment Report. (#2025-98)
- 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)

Contact us
850-606-5600
www.LeonCountyFL.gov/Probation

COURT SERVICES, CASE MANAGEMENT, AND COMMUNITY SERVICE

- Maintained an average monthly caseload of 1,458 County probationers and supervised pretrial release defendants and recovered approximately $92,716 from probationers for crime victims.
  - » Supervised pretrial release diverted an estimated 317,500 inmate days from the Leon County Detention Facility, resulting in cost savings of more than $31 million.
- Performed more than 6,800 criminal history reviews and demographic assessments on new arrestees to assist the court in making release decisions.
- Administered more than 22,700 court-ordered drug and alcohol tests and collected more than $133,800 for testing services.
- Connected pretrial and probation clients to substance use disorder treatment and ancillary services.
- Referred more than 2,964 clients to needed services such as housing, transportation, and job placement assistance through the Human Services Self-Assessment Questionnaire.
- Established a double-credit incentive program in December 2025 for community service hours completed with County departments, leading to a nearly 300% increase in Public Works community service hours and more than $11,800 in savings.
- Identified and supported additional services to address the increasing needs of individuals with mental illness in the community through continued participation in the White House Data-Driven Justice Initiative, National Association of Counties Stepping Up Initiative, the Council of State Governments Justice Center, and the American Psychiatric Association Foundation.
- Provided housing assistance to 20 individuals and families through the Reentry Housing Assistance (RHA) Program, supporting successful reentry, preventing homelessness, and connecting participants with employment and supportive services.



Probation client assistance



Office of Intervention and Detention Alternatives team

OFFICE OF MANAGEMENT AND BUDGET (OMB)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff.

Strategic Initiatives

ECONOMY

- Maximize the leveraging of the $1 trillion federal infrastructure bill to fund County projects. (#2022-8)

GOVERNANCE

- Continue to pursue cost savings through the County's Innovator & Inspirator (I^2) Program. (#2022-39)
- Evaluate the County's revenue structure and identify opportunities to diversify revenue streams in anticipation of the Florida Legislature's property tax reform initiatives. (#2026-115)
- Assess the replacement of the County's Banner System software for finances, human resources, and other core operations to support the Board and Constitutional Offices. (#2026-116)

Contact us
850-606-5100
www.LeonCountyFL.gov/OMB

RESPONSIBLE PLANNING AND MANAGEMENT OF THE COMMUNITY'S FINANCIAL RESOURCES



Distinguished Budget Presentation awards

County Budget For Fiscal Year	2025/2026	2026/2027
Budget	$401,518,304	$421,023,701
County Wide Millage Rate	8.3144	8.3144
Emergency Medical Services	0.7500	0.7500
Total Millage Rate	9.0644	9.0644
Budgeted Property Taxes	$215,967,846	$226,971,907
Budgeted Emergency Medical Services MSTU	$19,481,368	$20,473,989

- Achieved the lowest net budget ($1,210) per County resident among like-sized counties and one of the lowest net budgets per County resident in Florida. Also, Leon County has approximately six employees per 1,000 residents and ranks among the lowest in employees per capita among all 67 Florida counties.
- Recognized as a financially viable organization with an extremely high Aa2 credit rating by international bond rating agency Moody's and Fitch.
- Provided two semiannual reports to the Board of County Commissioners documenting and analyzing the County's financial position.
- Realized nearly $1 million in new cost savings and cost avoidances, including $600,000 in cost avoidance by identifying an option to update the underlying infrastructure service that makes up the enterprise telephone system by switching to a hosted environment; $190,000 in savings associated with extensive technology requirements required to host the World Cross Country Championships; and $175,000 in design cost savings for several Parks and Recreation projects utilizing in-house staff, eliminating outside consulting costs.
- Established new Capital Improvement Projects totaling $3.3 million for replacement vehicles and equipment, and stormwater infrastructure improvements; Public Safety Complex facility maintenance; statutory technology requirements for the courts; and intersection and safety improvements.

PURCHASING AND RISK MANAGEMENT



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statements

Purchasing: To provide timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost through open and fair competition.

Risk Management: To establish, to the fullest extent possible, a safe work and service environment in which employees, as well as members of the general public, can enjoy safety and security in the course of their daily pursuits.

Aligning Resources with Strategic Priorities

GOVERNANCE

- Exercised responsible stewardship of County resources, sound financial management and ensured that the provision of services and community enhancements were done in a fair and equitable manner. (G5)

Contact us
850-606-1600 (Purchasing)
850-606-5100 (Risk Management)
www.LeonCountyFL.gov/Purchasing
www.LeonCountyFL.gov/RM

PROCURING AND MANAGING RESOURCES AND SERVICES, AND MANAGING RISK

- Provided departmental support through the issuance of purchase orders valued at more than $150 million during the fiscal year through more than 1,800 requisitions.
- Conducted more than 50 competitive solicitations to ensure the best value for the County.
- Utilized cooperative purchasing for large equipment purchases to leverage the combined buying power of multiple agencies to reduce costs.
- Collaborated with the Tallahassee-Leon County Office of Economic Vitality to identify and implement strategies to increase opportunities for Small Business Enterprise (SBE) firms in County procurement.
- Led the County's annual Emergency Purchasing training, providing access to guidance on emergency procurement procedures and requirements.
- Maintained proper control over all records of tangible personal property by conducting an annual inventory, consisting of assets valued at more than $60 million.
- Conducted online surplus sales/auctions, resulting in a return of more than $125,000.
- Used competitive quoting and cooperative contracts to reduce inventory costs in the warehouse and had a turnover rate of 1.25, exceeding the national standard.
- Coordinated more than 20 workplace health and safety trainings, including how to handle a public records request, active attack, load securement, how to use an automated external defibrillator (AED) and perform cardiopulmonary resuscitation (CPR), forklift safety, walking tour of the Transfer Station, Hazardous Waste 101 training, and wildlife and snake safety.
- Participated in more than 15 new employee orientations with Leon County Human Resources and Emergency Medical Services.



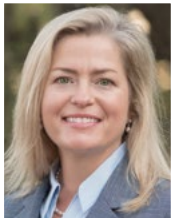
Chainsaw safety training

- Created a How to File an Insurance Claim step-by-step instruction card to better educate and inform staff when communicating with the public regarding claims.
- Hosted a training in coordination with the Leon County Office of Sustainability on green driving to instruct staff on safe EV usage.
- Held quarterly Prescription Safety Glasses sessions to mitigate potential injuries to the eyes.
- Reviewed more than 150 criminal background checks on individuals wishing to volunteer.
- Reviewed over 140 grants and contracts to ensure proper insurance coverage.
- Continued to provide appropriate control over all tangible personal property by participating in an annual inventory of all AEDs and stair chairs to ensure appropriate financial stewardship of county assets.

COUNTY LEADERSHIP DIRECTORY



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LeRoy Collins Leon County Public Library System
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Office of Management and Budget
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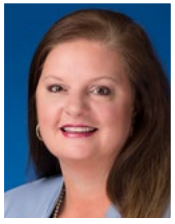


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LIVING OUR *PEOPLE FOCUSED. PERFORMANCE DRIVEN.* CULTURE



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DSEM: Building Plans Review and
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Department of P.L.A.C.E.:
Blueprint Intergovernmental Agency
Autumn Calder
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Autumn.Calder@BlueprintIA.org

CITIZEN COMMITTEES

ADVISORY COMMITTEE FOR QUALITY GROWTH
Provides a continuous source of community input and technical resources from industry professionals and community stakeholders that offer proactive input and feedback for all development review and approval process improvements and service enhancements.

AFFORDABLE HOUSING ADVISORY COMMITTEE
Reviews the established policies and procedures, ordinances, land development regulations, and adopted comprehensive plan, and recommends specific actions or initiatives to encourage or facilitate affordable housing.

ANIMAL CLASSIFICATION COMMITTEE
Considers evidence, related history, ordinance requirements, and provides recommendations as to the classification and disposition of any animal that is the subject of a Dangerous/Aggressive classification.

ANIMAL SHELTER ADVISORY BOARD
Supports the Tallahassee-Leon Community Animal Service Center (animal shelter) by serving as community liaisons and assisting with developing policies, programs, and long-range planning.

ARCHITECTURAL REVIEW BOARD
Reviews and makes recommendations for placement of properties on the Local Register of Historic Places, and reviews changes to the exterior of properties zoned with Historic Preservation Overlay.

AUDIT ADVISORY COMMITTEE
Promotes, maintains and enhances the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations.

BIG BEND HEALTH COUNCIL
Determines the health needs and resources of the 14-County Service District to develop a District Health Plan. Provides for local representation in planning and evaluating the health needs of the County.

BOARD OF ADJUSTMENT AND APPEALS
Responsible for hearing and deciding on appeals of administrative decisions and variance applications as provided in the Land Development Code.

CANOPY ROADS CITIZENS COMMITTEE
Assists in coordinating efforts to protect and maintain canopy roads through the development of a long-range canopy road management plan, and provides recommendations regarding the preservation of canopy roads to the City and County Commissions.

CAREERSOURCE CAPITAL REGION BOARD
Develops the Region's strategic workforce development plan, identifies occupations in demand in the area, solicits input and participation from the local business community, and provides policy guidance and program procedures to connect employers with qualified, skilled job talent offering employment and career development opportunities.

CODE ENFORCEMENT BOARD
Conducts hearings to enforce County laws on cases involving violations of environmental management, zoning, land use, building code, and control of junk accumulation, and imposes fines and penalties with the goal of obtaining code compliance.

COMMUNITY DEVELOPMENT BLOCK GRANT CITIZENS ADVISORY TASK FORCE
Provides input on the development and implementation of the Small Cities Community Development Block Grant process, facilitates community needs discussion, provides recommendations to be considered when drafting the grant application, and provides input during the grant implementation.

COMMUNITY HUMAN SERVICES PARTNERSHIPS CITIZEN REVIEW TEAMS
Implements the joint agency review process for joint funding recommendations, resulting in funding recommendations for human services agency grant applicants that provide services to Leon County residents.

COUNCIL ON CULTURE & ARTS BOARD
Stimulates greater awareness and appreciation of the importance of the arts by encouraging and facilitating greater, more efficient use of governmental and private resources for the development and support of the arts.

EARLY LEARNING COALITION OF THE BIG BEND REGION
Implements, coordinates, and administers the provisions of the Statutory Voluntary Prekindergarten Education Program and the School Readiness Program in the Big Bend Region, and serves as the community child care coordinating agency for the service area.

HOUSING FINANCE AUTHORITY OF LEON COUNTY
Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through the use of public financing and the provision of low-cost loans to purchase affordable housing.

INVESTMENT OVERSIGHT COMMITTEE
Reviews, reports, and recommends changes in investment practices of Leon County, reviews the County's portfolio activity for compliance with the investment plan, and reviews investment policies and makes recommendations to the Board for amendments.

JOINT CITY/COUNTY BICYCLING WORKGROUP
Provides input to the Tallahassee-Leon County Planning Department staff regarding cycling-related projects, improvements, events, and ordinances that are considered to be of community interest.

LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY
Assists institutions of higher education in the construction, financing, and refinancing of projects as outlined in the Florida Statutes.

LEON COUNTY RESEARCH AND DEVELOPMENT AUTHORITY
Serves as the governing board for Innovation Park and is comprised of prominent business and community leaders who work together to guide the growth and development of the Park.

LIBRARY ADVISORY BOARD
Serves as a forum for community input concerning the County's library programs and activities.

MINORITY, WOMEN & SMALL BUSINESS ENTERPRISE (MWSBE) CITIZENS ADVISORY COMMITTEE
Monitors the progress of the MWSBE Program in achieving program performance goals, provides input on MWSBE policy alternatives, and suggests programmatic recommendations relative to seeking resolution of disputes regarding Certification and Good Faith Effort.

PLANNING COMMISSION
Designated as the Local Planning Agency that reviews amendments to the Comprehensive Plan for area-wide planning within Leon County.

PUBLIC SAFETY COORDINATING COUNCIL
Assesses the population status of County detention facilities and formulates recommendations to ensure that the capacities are not exceeded, including assessing the availability of pretrial intervention or probation programs, work-release programs, substance abuse programs, gain-time schedules, applicable bail bond schedules, and the confinement status of the housed inmates.

SCIENCE ADVISORY COMMITTEE
Evaluates and reports on scientific evidence and makes recommendations concerning policies and programs that pertain to environmental issues in order to safeguard natural resources and public health and safety.

TALLAHASSEE SPORTS COUNCIL
Provides a fact-finding source of community input and technical resources used in developing recommendations regarding sports tourism-related matters to be considered by the Tourist Development Council.

TALLAHASSEE-LEON COUNTY COMMISSION ON THE STATUS OF WOMEN & GIRLS
Provides input and recommendations on approaches to address issues affecting the women and girls in Tallahassee-Leon County and promotes awareness on issues including discrimination, employment, education, social services, health, economic security, access to justice, freedom from violence, and more.

TALLAHASSEE-LEON COUNTY COUNCIL ON THE STATUS OF MEN & BOYS
Provides support and services to the men and boys in Tallahassee-Leon County who are most at risk and unifies agencies and organizations to coordinate resources, funding, and services to address the underlying causes of violence.

TOURIST DEVELOPMENT COUNCIL
Makes recommendations for the effective operation of special projects or for uses of the tourist development tax revenue, and reviews expenditures of revenues from the tourist development trust fund.

TRUSTED PEOPLE NEIGHBORHOOD ENGAGEMENT STEERING COMMITTEE
Connects human service providers and residents of the neighborhoods experiencing the highest rates of food insecurity to improve awareness and access to available resources and reduce barriers to healthy and nutritious foods, as well as improve overall economic prosperity.

VALUE ADJUSTMENT BOARD
Settles disputes between taxpayers and the Property Appraiser relating to denials of exemptions, classifications, and market values.

WATER RESOURCES COMMITTEE
Makes recommendations on policies, regulations, and management activities to protect and enhance County water resources while considering the various impacts to these resources from accelerated runoff, including flooding and surface and groundwater degradation.

FOR MORE INFORMATION
Citizen participation is important in developing Leon County's programs/policies and in providing quality services to the community. For more detailed information or to join one of these committees, visit our website at LeonCountyFL.gov/Committees or call 850-606-5300.

QUICK REFERENCE

BOARD OF COUNTY COMMISSIONERS

850-606-5300
www.LeonCountyFL.gov/BCC

Bill Proctor, District 1 Commissioner
850-606-5361
ProctorB@LeonCountyFL.gov

Christian Caban, District 2 Commissioner
850-606-5362
CabanC@LeonCountyFL.gov

Rick Minor, District 3 Commissioner
850-606-5363
MinorR@LeonCountyFL.gov

Brian Welch, District 4 Commissioner
850-606-5364
WelchB@LeonCountyFL.gov

David T. O'Keefe, District 5 Commissioner
850-606-5365
OKeefeD@LeonCountyFL.gov

Carolyn D. Cummings, At-Large Commissioner
850-606-5369
CummingsC@LeonCountyFL.gov

Nick Maddox, At-Large Commissioner
850-606-5367
MaddoxN@LeonCountyFL.gov

LEON COUNTY GOVERNMENT

COUNTY ADMINISTRATOR
850-606-5300
www.LeonCountyFL.gov/CountyAdministrator

COUNTY ATTORNEY
850-606-2500
www.LeonCountyFL.gov/LCAO

ANIMAL CONTROL
850-606-5400
www.LeonCountyFL.gov/Animal

COMMUNITY & MEDIA RELATIONS
850-606-5300
www.LeonCountyFL.gov/CMR

UF/IFAS LEON COUNTY COOPERATIVE EXTENSION
850-606-5200
Leon.IFAS.UFL.edu

DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT
850-606-1300
www.LeonCountyFL.gov/DSEM

Building Inspection
850-606-1300

Inspection Hot Line (IVRS)
850-606-1306

Code Compliance Services
850-606-1300

Concurrency Management
850-606-1300

Environmental Permitting
850-606-1300

EMERGENCY MANAGEMENT
850-606-3700
www.LeonCountyFL.gov/EM

EMERGENCY MEDICAL SERVICES
850-606-2100
www.LeonCountyFL.gov/LCEMS

Non-Emergency Dispatch
850-606-5800
TLCCDA.org

FACILITIES MANAGEMENT
850-606-5000
www.LeonCountyFL.gov/Facilities

FLEET MANAGEMENT
850-606-2000
www.LeonCountyFL.gov/Fleet

FLORIDA HEALTH DEPARTMENT IN LEON COUNTY
850-404-6300
www.LeonCountyFL.gov/LCHD



Judge Augustus D. Aikens, Jr. Leon County Courthouse

HOUSING SERVICES
850-606-1900
www.LeonCountyFL.gov/Housing

HUMAN RESOURCES
850-606-2400
www.LeonCountyFL.gov/HR

Job Openings
850-606-2403
www.LeonCountyFL.gov/Jobs

HUMAN SERVICES & COMMUNITY PARTNERSHIPS
850-606-1900
www.LeonCountyFL.gov/HSCP

LEGAL AID FOUNDATION
850-222-3292

LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM
850-606-2665
www.LeonCountyLibrary.org

Literacy Volunteers
850-606-2644

OFFICE OF INFORMATION TECHNOLOGY
850-606-5500
www.LeonCountyFL.gov/OIT

Geographic Information Services
850-606-5504
TLCGIS.org

MINORITY, WOMEN & SMALL BUSINESS ENTERPRISE
850-219-1080
www.OEVforBusiness.org

MOSQUITO CONTROL
850-606-1400
www.LeonCountyFL.gov/Mosquito

OFFICE OF MANAGEMENT & BUDGET
850-606-5100
www.LeonCountyFL.gov/OMB

PARKS & RECREATION
850-606-1470
www.LeonCountyFL.gov/Parks

PLANNING DEPARTMENT
850-891-6400
www.LeonCountyFL.gov/Planning

PROBATION
850-606-5600
www.LeonCountyFL.gov/Probation

PUBLIC WORKS
850-606-1500
www.LeonCountyFL.gov/PubWorks

Operations (24-hour response)
850-606-1400

PURCHASING
850-606-1600
www.LeonCountyFL.gov/Purchasing

SOLID WASTE MANAGEMENT
850-606-1800
www.LeonCountyFL.gov/SolidWaste

Hazardous Waste
850-606-1803

Recycling Information
850-606-1800

Rural Waste Collection Center
850-606-1800

Transfer Station
850-606-1853

SUPERVISED PRETRIAL RELEASE
850-606-5600
www.LeonCountyFL.gov/Probation

SUSTAINABILITY
850-606-5021
www.GrowingGreen.org

TALLAHASSEE-LEON COUNTY OFFICE OF ECONOMIC VITALITY
850-219-1080
www.OEVforBusiness.org

TOURISM DEVELOPMENT
850-606-2300
www.VisitTallahassee.com

VETERAN SERVICES
850-606-1940
www.LeonCountyFL.gov/Vets

VOLUNTEER SERVICES
850-606-1970
www.VolunteerLEON.org

CONSTITUTIONAL OFFICES

CLERK OF COURTS
850-606-4000
www.LeonClerk.com

SUPERVISOR OF ELECTIONS
850-606-8683
www.LeonVotes.gov

PROPERTY APPRAISER
850-606-6200
www.LeonPA.gov

TAX COLLECTOR
850-606-4700
www.LeonTaxCollector.net

SHERIFF
850-606-3300
www.LeonCountySO.com

OTHER COUNTY/STATE AGENCIES

PUBLIC DEFENDER
850-606-1000
www.LeonCountyFL.gov/PD

STATE ATTORNEY, 2ND JUDICIAL CIRCUIT
850-606-6000
www.SAO2FL.org

CIRCUIT COURT 2ND JUDICIAL
850-606-4401
www.LeonCountyFL.gov/2ndCircuit

Posted on October 5, 2026

QUICK REFERENCE

PARKS

Anita L. Davis Preserve at Lake Henrietta Park
3305 Springhill Road; paved 1.2-mile-long walking trail, informational kiosk, portable restroom

Apalachee Regional Park and Dog Park
7550 Apalachee Parkway; four lighted multi-purpose fields, restrooms/concession building, nationally recognized cross-country running facility, radio-controlled airfield, 2-acre dog park and agility course

Bradfordville Dog Park
6808 Beech Ridge Trail; 13 acres of off-leash play, small and large dog sections

Brent Drive Park
812 Brent Drive; basketball court, hopscotch, four square

Broadmoor Pond Park
4723 Jackson Bluff Road; paved 0.6-mile-long walking trail, informational kiosk, portable restroom, benches

Canopy Oaks Community Park
3250 Point View Drive; two lighted Little League baseball fields, two lighted tennis and pickle ball courts, lighted multi-purpose field, one large pavilion, restrooms/concession building

Daniel B. Chaires Community Park
4768 Chaires Cross Road; four lighted tennis courts, two lighted basketball courts, restrooms/concession building, two lighted Little League baseball fields, one T-ball field, playground

Fort Braden Community Park
15100 Blountstown Highway; two lighted Little League baseball fields, lighted multi-purpose field, playground, restrooms/concession building

Fred George Greenway and Park
3043 Capital Circle NW; museum and education center, lighted regulation size baseball field, lighted multi-purpose field, trails, pavilions, playground, restrooms/concession building

Gil Waters Preserve at Lake Munson
1306 Jackson Moody Place; pavilions, grills, restrooms, one mile of nature trails, boat landing, informational kiosk, observation platform

J. Lee Vause Park and Dog Park
6024 Old Bainbridge Road; six pavilions, 26 acres of wooded spaces, one mile of hard surface paths for bikes and pedestrians, 1.5-acre dog park, restrooms, playground, sand volleyball court

J. Lewis Hall Sr. Woodville Park and Recreation Complex
1492 J. Lewis Hall Sr. Lane; four lighted Little League baseball fields, lighted Junior League baseball field, lighted softball field, two lighted basketball courts, lighted multi-purpose field, two pavilions, playground, restrooms/concession building

J.R. Alford Greenway
2500 Pedrick Road; More than 800 acres of trails and open space for hikers, mountain bicyclists, equestrians (horse trailer parking), portable restroom, informational kiosks, 16 miles of multi-use double track trail and five miles of multi-use single track trail

Jackson View Park
2585 Clara Kee Blvd.; mulched 0.8-mile-long walking trail, picnic tables, open space, observation deck, playground, Little Free Library, portable restroom

Kate Ireland Park
12271 Iamonia Landing Road; pavilion, playground, restrooms

Man-O'-War Park
6568 Man-O'-War Trail; playground, swing set, open grassy area, benches

Martha Wellman Park
5317 W. Tennessee St.; paved 0.8-mile-long walking trail, informational kiosk, portable restroom

Miccosukee Canopy Road Greenway
5600 Miccosukee Road; 14 miles of trails, 500 acres of open space for hikers, mountain bicyclists, and equestrians, picnic tables, restrooms

Miccosukee Community Park
15011 Cromartie Road; playground, two lighted basketball courts, two pavilions, lighted Little League baseball field, lighted Little League softball field, T-ball field, restrooms/concession building

Orchard Pond Greenway
5861 Orchard Pond Road; clay 3.2-mile-long trail for hikers, bikers, and equestrians, informational kiosks

Parwez "P. A." Alam Park at Okeeheepkee Prairie Preserve
1294 Fuller Road; crushed shell 0.5-mile-long walking trail, pavilion, informational kiosk, playground

Pedrick Pond Park
1583 Pedrick Rd; crushed shell 0.7-mile-long walking trail, benches, picnic tables, informational kiosk

Pimlico Park
4811 Pimlico Drive; playground, backstop, picnic tables, open grassy area, pond, workout equipment

Robinson Road Park
1819 Robinson Road; two picnic tables, open green space

St. Marks Headwaters Greenway
640 Baum Road; three pavilions, informational kiosk, bicycle rack, equestrian and passenger vehicle parking, three miles of natural surface multi-use trails, open space for hikers, mountain bicyclists, and equestrians, boardwalk, playground, portable restroom

St. Marks Headwaters Greenway - Buck Lake Trailhead
10995 Buck Lake Road; six miles of multi-use trails for runners, hikers, and mountain bicyclists, boardwalks, shaded pavilions, playground, restrooms, electric vehicle charging station

Stoneler Road Park
5225 Stoneler Road; lighted Little League field, pavilion, playground, restrooms/concession building

Tower Road Park
5971 Tower Road; lighted multi-purpose field, playground, pavilion, restrooms/concession building

LIBRARIES

LeRoy Collins Leon County Main Library
200 W. Park Ave.
(850) 606-2665

Bruce J. Host Northeast Branch Library
5513 Thomasville Road
(850) 606-2800

Dr. B.L. Perry, Jr. Branch Library
2817 S. Adams St.
(850) 606-2950

Eastside Branch Library
1583 Pedrick Road
(850) 606-2750

Jane G. Sauls Fort Braden Branch Library
16327 Blountstown Highway
(850) 606-2900

Lake Jackson Branch Library
Lake Jackson Town Center
3840-300 N. Monroe St.
(850) 606-2850

Woodville Branch Library
8000 Old Woodville Road
(850) 606-2925

BOAT LANDINGS

Ben Stoutamire Landing
2552 Ben Stoutamire Road

Blount Landing
24371 Lanier Street

Bull Headley Landing
10156 Bull Headley Road

Cedar Hill Landing
467 Cedar Hill Landing Road

Coe Landing
1208 Coe Landing Road

Crowder Landing
1053 Crowder Road

Cypress Landing
16900 Ro Co Co Road

Elk Horn Landing
3997 Elkhorn Road

Faulk Drive Landing
1895 Faulk Drive

Fuller Road Landing
1294 Fuller Road

Gardner Landing
1022 Gardner Road

Gil Waters Preserve Landing
5800 Crawfordville Highway

Jackson View Landing
4967 N. Monroe St.

Lake Munson Landing
1025 Munson Landing Road

Luther Hall Landing
2997 Luther Hall Road

Meginnis Arm Landing
3017 Meginnis Arm Road

Miller Landing
2900 Miller Landing Road

Reeves Landing
16254 Reeves Landing Road

Rhoden Cove Landing
801 Rhoden Cove Road

Sunset Landing
4800 Jackson Cove Road

Tower Road Landing
6991 Tower Road

Van Brunt (Kate Ireland) Landing
12271 Iamonia Landing Road

Wainwright Landing
4135 Wainwright Road

Williams Landing
951 Williams Landing Road

CAMPGROUNDS

Camping information: (850) 606-1470

Reservations can be made at:
www.LeonCountyFL.gov/Reservations

Coe Landing Campground
1208 Coe Landing Road
20 RV or tent camping sites with 30 amp hookups, Wifi, water, electricity, restrooms, showers, dump station, grills

Luther Hall Landing Campground
2997 Luther Hall Road
10 tent camping sites, restrooms, showers, fish cleaning station

COMMUNITY CENTERS

General information:
(850) 606-1470

Bradfordville Community Center
6808 Beech Ridge Trail

Dorothy Cooper Spence (Chaires) Community Center
4768 Chaires Cross Road

Fort Braden Community Center
16387 Blountstown Highway

Lake Jackson Community Center
3840 N. Monroe St.

Miccosukee Community Center
15011 Cromartie Road

Woodville Community Center
8000 Old Woodville Road

COMMUNITY RESOURCES

UF/IFAS Leon County Cooperative Extension
615 Paul Russell Road
(850) 606-5200

Development Support & Environmental Management
435 N. Macomb St., Renaissance Center, 2nd Floor
(850) 606-1300

Solid Waste Management Facility
7550 Apalachee Parkway
(850) 606-1800

Woodville Waste Management Facility
549 Henry Jones Road
(850) 606-1836

Ft. Braden Waste Management Facility
2485 E. Joe Thomas Road
(850) 606-1837

Miccosukee Waste Management Facility
13051 Miccosukee Road
(850) 606-1835

Volunteer Services
301 S. Monroe Street, 5th floor
(850) 606-1970

Posted on October 5, 2026

EMPLOYING TEAM APPROACH



9/11 Day of Remembrance and Service



Created Equal: The Soul of Food

EMPLOYING TEAM APPROACH

A Core Practice of Leon County Government

> Employees work together to produce bigger and better ideas to seize the opportunities and to address the problems which face our community.



Main Library second floor renovations ribbon-cutting ceremony



Operation Thank You



Springtime Tallahassee



American Library Association PR Xchange Award



Citizen Engagement Series: Disaster Resilience Edition



Employee Appreciation event

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



Christian Caban, Chairman | District 2
Highway 20 safety initiative



Bill Proctor | District 1
The Big Event at Florida State University



Carolyn D. Cummings | At-Large
African American Read-In



David T. O'Keefe, Vice Chairman | District 5
Countdown at Cascades New Year's Eve Celebration



Rick Minor | District 3
Henry Hill Foundation Emancipation Day



Brian Welch | District 4
Veterans Day Parade



Nick Maddox | At-Large
Motor, Drive Systems, and Magnetics (MDSM) Conference

SHAPING OUR COMMUNITY FOR FUTURE GENERATIONS



OUR VALUE PROPOSITION

What You Get as a Taxpayer and a Stakeholder in our Community

Leon County Government leverages partnerships, embraces efficiency and innovation, and demands performance to the benefit of our taxpayers. We actively engage our citizens, not only as taxpayers, but as stakeholders and co-creators of our community – providing meaningful opportunities to capitalize on their talents in making important decisions and shaping our community for future generations.







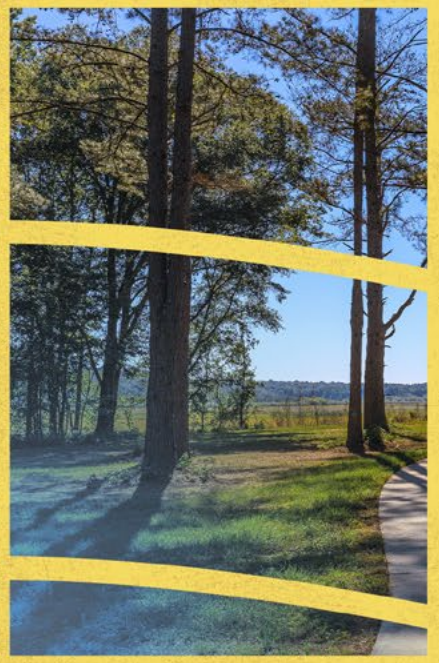
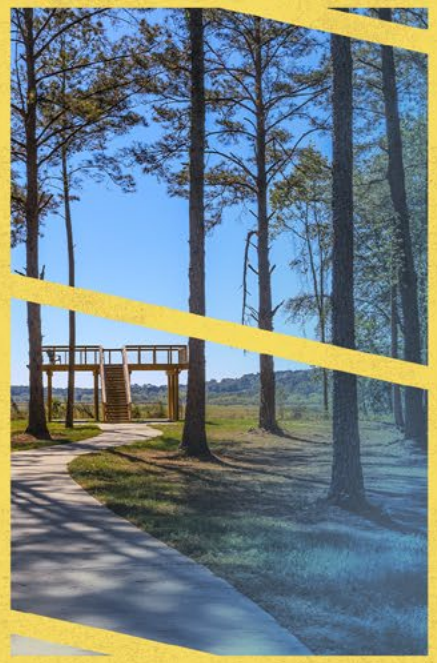
2026 Leon County Annual Report

Designed, developed and produced by Leon County Community and Media Relations

Leon County Courthouse
301 South Monroe St., Suite 502
Tallahassee, FL 32301
850-606-5300
CMR@LeonCountyFL.gov

You can find the Annual Report document and associated video online at:

www.LeonCountyFL.gov/AnnualReport




LEON COUNTY GOVERNMENT
People Focused. Performance Driven.








Posted on October 5, 2026

Leon County
Board of County Commissioners

Notes for Agenda Item #4

Leon County Board of County Commissioners

Agenda Item #4

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratification of Board Actions Taken at the Workshop on the 2027 State and Federal Legislative Priorities

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

Statement of Issue:

This item seeks ratification of Board actions taken at the September 22, 2026, Workshop on the 2027 State and Federal Legislative Priorities.

Fiscal Impact:

This item has no fiscal impact. However, it recommends requests for state and federal appropriations as well as substantive policy positions that seek to avoid unfunded mandates and cost shifts to the County.

Staff Recommendation:

Option #1: Ratify the actions taken at the September 22, 2026, Workshop on the 2027 State and Federal Legislative Priorities.

Report and Discussion

Background:

Each year, the Board conducts a workshop on the County's state and federal legislative priorities. On September 22, 2026, the Board held a workshop to discuss the legislative priorities for the 2027 Florida Legislative Session and the first session of the 120th Congress (referenced throughout this item as the "Workshop"). This agenda item seeks ratification of Board actions taken at the Workshop.

Analysis:

During the Workshop, the Board approved several state and federal funding requests in support of Leon County projects, as well as several policy priorities for the 2027 State and Federal Legislative Sessions as set forth in the Workshop agenda materials (Attachment #1), and as follows:

- Proposed projects for state and federal executive agency and legislative line-item appropriation requests;
- State legislative policy priorities, including support of the Florida Association of Counties (FAC) 2027 Legislative Priorities for the 2027 Florida Legislative Session; and
- Federal legislative policy priorities, including support of the National Association of Counties (NACo) 2027 Legislative Priorities, for the first session of the 120th United States Congress.

2027 State and Federal Funding Requests

Each year, the County aggressively seeks state and federal funding to support local projects and initiatives. Funding is sought through state and federal executive agency programs, competitive and discretionary grant opportunities, and the respective line-item appropriations/earmark legislative processes. The specific County project funding requests to pursue in the upcoming year as approved by the Board are summarized below.

State and Federal Executive Agency Funding

The County project funding requests to pursue funding through state and federal agency appropriations and grant programs approved by the Board were as follows:

Table #1: 2027 State and Federal Executive Agency Funding Projects

Project:	Request:	Project Phase:
Northeast Gateway: Welaunee Boulevard *(Phase 2: I-10 to Roberts Road)*	$3 million	Construction
Airport Gateway *(Segment G: Springhill Road)*	$20 million	ROW
Southside Gateway: Woodville Highway *(Capital Circle to Paul Russell Road)*	$18 million	ROW
Northwest Connector: Tharpe Street *(Ocala Road to Capital Circle NW)*	$5 million	Design

Project:	**Request:**	**Project Phase:**
Northeast Gateway: Welaunee Boulevard *(Phase 2: I-10 to Roberts Road)*	$3 million	Construction
Airport Gateway *(Segment G: Springhill Road)*	$20 million	ROW
Southside Gateway: Woodville Highway *(Capital Circle to Paul Russell Road)*	$18 million	ROW
Northwest Connector: Tharpe Street *(Ocala Road to Capital Circle NW)*	$5 million	Design
Northeast Connector: Bannerman *(Phase 2: Quail Common Drive to Preservation Road)*	$60 million	Construction
Orange Avenue Widening *(Monroe Street to Cypress Lake Street)*	$21 million	ROW
Westside Student Gateway *(Capital Circle NW to Appleyard Drive)*	$3.4 million	Design
Magnolia Drive Trail *(Phase 3: Diamond Street to Apalachee Parkway)*	$8 million	Construction
Orange/Meridian Placemaking *(East Ditch Stormwater Improvements)*	$3 million	Construction
Market District *(Phase 2: Maclay Road Trail)*	$2 million	Construction
Lake Lafayette & St. Marks Regional Linear Park *(Apalachee Parkway Trail)*	$375,000	Design
Veterans Memorial Drive Bridge Replacement	$2.8 million	Construction
Woodville Sewer Project *(Phase 2)*	$10 million	Construction
Emergency Communication Systems *(Next Generation 911; Text-to- 911)*	$700,000	Operations
Fort Braden Community Center Renovation	$5 million	Construction
Apalachee Regional Park Master Plan *(Phase 2)*	$5.6 million	Construction
County Recreational Amenities *(Various improvements as identified in CIP)*	$3.5 million	Construction
County Sidewalk Program *(Various project sites as identified in CIP)*	$3 million	Construction
Roadway Intersection, Traffic Calming and Safety Improvements *(Various project sites as identified in CIP)*	$7 million	All Phases
Critical Stormwater Repairs *(Various project sites as identified in CIP)*	$4 million	All Phases
Hazard and Flood Mitigation Projects *(*as prioritized in the County's Local Mitigation Strategy)*	TBD*	All Phases

Legislative Line-Item Appropriation Funding Requests

The County project funding requests to pursue funding through state and federal legislative line-item appropriations approved by the Board were as follows:

Table #2: 2027 State Legislative Line-Item Appropriation Funding Requests

Project:	**Amount:**	**Project Phase:**
Courthouse Security Improvements *(Phase 2)*	$500,000	Capital/Fixed Assets
Antler Pond Dam Stabilization	$1.25 million	Construction
Hopkins Crossing Wetland Facility Repair	$300,000	Construction
Intersection & Safety Improvements *(Old St. Augustine Road/Blair Stone Road)*	$2 million	Construction
Intersection & Safety Improvements *(N. Monroe Street/Crowder Road)*	$750,000	Construction
Community Sidewalk Enhancements *(Maclay Rd – Meridian Rd. to City Limits)*	$3 million	Construction
Northwest Connector: Tharpe Street* *(Ocala Road to Capital Circle NW)*	$52.8 million	All Phases

During the Workshop, the Board voted to seek maximum funding in support of the Blueprint Northwest Connector: Tharpe Street as part of the County's state legislative line-item appropriation requests. On September 24, 2026, during the Blueprint Intergovernmental Agency meeting, the IA Board provided direction to bring back an agenda item to consider modifying its project priorities to accelerate the Northwest Connector/Tharpe Street project. As reflected in Table #2, the County's legislative team will coordinate with the County's contract lobbyist in seeking $52.8 million in support of the remaining projected funding need for completion across all phases of the project.

Table #3: Proposed 2027 Federal Earmark Appropriation Funding Requests

Project:	**Amount:**	**Project Phase:**
Veterans Memorial Bridge Replacement	$2.2 million	Construction
Woodville Sewer (Phase 2)	$5 million	Construction
Antler Pond Dam Re-stabilization	$1.25 million	Construction

2027 State and Federal Policy Priorities

The Board discussed state and federal policy issues that are expected to be considered during the upcoming legislative cycle related to Leon County and sought input from representatives from The Southern Group on the County's lobbying efforts. Following this discussion, the Board approved the following policy priorities during the Workshop:

2027 State Policy Priorities

1. Support the 2027 FAC legislative program unless specific issues conflict with Leon County's interests.
2. Support preservation of local fiscal authority and adequate, diversified revenue sources necessary to fund state-mandated obligations and essential County services; oppose reforms that significantly reduce local revenues without providing adequate replacement funding; and actively engage in the 2027-2028 Taxation and Budget Reform Commission process to protect the long-term fiscal sustainability of county government.
3. Support legislation to provide increased flexibility to counties participating in the State Housing Initiative program (SHIP) to utilize funding for rental housing developments.
4. Support targeted statutory revisions to Section 125.595, Florida Statutes, to preserve local governments' ability to recognize longstanding community observances, such as Emancipation Day, Pride Month, Black History Month, and Women's History Month, and seek targeted statutory clarification to allow local support of single-sex sporting events, community services, and other activities.
5. Support legislation establishing clear and consistent firearm restrictions for sensitive government and community spaces identified in Section 790.06, Florida Statutes, including application of such restrictions to all firearms, including openly carried rifles and shotguns.
6. Support the continuation of comprehensive federal PFAS standards and, where federal standards are not established or maintained, support appropriate statewide PFAS standards to protect drinking water and address PFAS contamination.
7. Support the establishment of statewide standards governing law enforcement agencies' use of Automated License Plate Recognition Systems and associated data, including appropriate safeguards for access, retention, sharing, security, and use, and preservation of home rule authority to regulate or prohibit such systems within the County's rights-of-way.
8. Support the protection of the state workforce and oppose any reductions to state employee benefits.
9. Support efforts to restore passenger rail service along the Gulf Coast region through Leon County and urge the State of Florida to join the Southern Rail Commission.
10. Support legislation to expand the notice and first right of refusal requirements for the sale of manufactured-mobile home parks to include unsolicited offers by a third party so that property owners have an opportunity to counter the purchase offer and remain in their homes.
11. Support a revision to Section 119.071(4)(d)2, Florida Statutes, to exempt personally identifying information of elections personnel from public records requests.

2027 Federal Policy Priorities

1. Support NACo's federal legislative program unless specific issues conflict with Leon County's interests.
2. Support comprehensive federal standards to address PFAS contamination and, should existing standards for certain PFAS be rescinded, support EPA's continued evaluation and appropriate regulation of these substances.
3. Support efforts to facilitate the restoration of passenger rail service in the Gulf Coast region.
4. Support federal legislation related to the decriminalization of marijuana at the federal level, including the descheduling of marijuana from the Controlled Substances Act.
5. Coordinate and engage with the County's federal delegation and lobbying team in evaluating future opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services.
6. Support the City of Tallahassee's application for a Foreign Trade Zone at the Tallahassee International Airport.
7. Support H.R. 1689, or similar federal legislation, requiring the designation of Haiti for Temporary Protected Status.

Options:

1. Ratify the actions taken at the September 22, 2026, Workshop on the 2027 State and Federal Legislative Priorities.
2. Do not ratify the actions taken at the September 22, 2026, Workshop on the 2027 State and Federal Legislative Priorities.
3. Board direction.

Recommendation:

Option #1

Attachment:

1. September 22, 2026, Workshop on the 2027 State and Federal Legislative Priorities agenda materials

Leon County Board of County Commissioners

Workshop

September 22, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Workshop on the 2027 State and Federal Legislative Priorities

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

Statement of Issue:

This workshop item seeks the Board's approval of recommended state and federal legislative priorities for the 2027 Florida Legislative Session and the first session of the 120th Congress.

Fiscal Impact:

This item has no fiscal impact. However, it recommends requests for state and federal appropriations as well as substantive policy positions that seek to avoid unfunded mandates and cost shifts to the County.

Staff Recommendations:

Option #1: Approve the 2027 state and federal legislative priorities.

Option #2: Provide any additional direction on the County's 2027 state and federal legislative priorities.

Report and Discussion

Background:

Each year, the Board conducts a workshop with the County's legislative staff and contract lobbyists to develop priorities for the upcoming state and federal legislative sessions. This workshop enables the County's legislative team to receive important guidance from the Board regarding priority legislative issues and directs the County's lobbying efforts for the upcoming year at both the state and federal level.

Analysis:

The 2027 Florida Legislative Session will be held from March 2 through May 1, 2027, with interim committee weeks beginning in January 2027. The first session of the 120th U.S. Congress will convene during the first week of January 2027. This workshop item recommends policy and appropriations priorities for the County's advocacy efforts during the upcoming state and federal legislative cycle, organized as follows:

- Proposed projects for state and federal executive agency and legislative line-item appropriation requests;
- State legislative policy priorities, including support of the Florida Association of Counties (FAC) 2027 Legislative Priorities, for the 2027 Florida Legislative Session; and
- Federal legislative policy priorities, including support of the National Association of Counties (NACo) 2027 Legislative Priorities, for the first session of the 120th United States Congress.

Consistent with previous years, the recommended policy and appropriations priorities are intended to focus the County's advocacy efforts on its most significant issues and funding needs while aligning, where appropriate, with anticipated priorities of the Florida Legislature and U.S. Congress. The Board may add, remove, or amend any of the recommended priorities as deemed appropriate for the upcoming legislative cycle.

The County will work closely with The Southern Group in pursuing all of the priority issues approved by the Board. Notwithstanding this, the County's legislative team will assign priority to any issue that the Board designates to receive a special level of attention in the upcoming legislative cycle. As always, staff will keep the Board apprised of legislative issues through agenda items and weekly updates throughout and following the 2027 Legislative Session.

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Overview of the 2027 Legislative Session

The 2027 legislative cycle will occur amid a period of significant transition and uncertainty for local governments. Most notably, the November 2026 General Election will determine the outcome of the proposed constitutional amendment on statewide property tax reform ("Amendment 3"), while also presenting significant changes in state and federal leadership. By the 2027 Session, a newly elected Governor will be in office, new leadership of the Florida House and Senate will be in place, and Leon County will be represented by a new member of Congress for Florida's 2nd Congressional District. Collectively, these changes may significantly influence the policy and funding priorities considered at both the state and federal levels during the upcoming legislative cycle.

Property Tax Reform. Of greatest significance to the County is Amendment 3, the proposed constitutional amendment on property tax reform that will be considered by Florida voters in November 2026. If Amendment 3 is approved by voters, Leon County is projected to experience an approximately $71 million reduction in property tax revenues during the first two years of implementation, including approximately $65 million in general property tax revenue and $6 million associated with the Emergency Medical Services Municipal Services Taxing Unit. As the County prepares for the potential loss of a significant portion of its primary general revenue source, leveraging available state and federal resources—including legislative appropriations—will become increasingly important to advance critical capital projects while preserving limited local resources for essential and mandated services.

State and Federal Leadership Transition. The 2026 General Election will also significantly reshape the governmental landscape in which the County advances its legislative priorities. At the state level, Florida will transition to a new gubernatorial administration and new leadership in both chambers of the Legislature. These transitions may bring changes in state policy priorities, agency leadership, budgetary priorities, and the overall approach to state-local government relations. At the federal level, the election of a new member of Congress representing Florida's 2nd Congressional District will similarly require the County to establish a strong working relationship with a new congressional office while continuing its engagement with the broader federal delegation.

Taken together, the outcome of Amendment 3 and these leadership transitions make the 2027 legislative cycle particularly consequential for Leon County. Accordingly, the priorities recommended in this item are intended to position the County to respond to an evolving legislative environment, establish relationships with incoming state and federal leaders, protect the County's ability to provide essential services, and aggressively pursue available state and federal resources in support of the community.

At the Board's November 17, 2026 meeting, a status report will be presented on the outcomes of Amendment 3 and all of the County-advanced ballot proposals considered on the November 2026 General Election ballot. Of particular relevance to the County's legislative efforts, the report will include the outcome of the countywide, nonbinding advisory referendum on potential consolidation of Leon County and City of Tallahassee governments. Should the Board elect to pursue consolidation following the results of the advisory referendum, the status report will outline

potential next steps to take in coordination with the Leon County Legislative Delegation during upcoming legislative cycles.

Status of Leon County's Contract for State and Federal Lobbyist Services

As reflected throughout this item, the County utilizes contract lobbying services to support and advance its legislative priorities at the state and federal levels. In October 2025, as directed by the Board, the County entered into a contract with The Southern Group to provide state and federal lobbying services for $200,000 annually, including $117,500 for state lobbying services and $82,500 for federal lobbying services. The contract provides for an initial three-year term, with two optional one-year extensions through September 30, 2030.

As previously reported to the Board, the practice of retaining contract lobbyists at the state and federal levels is common among local governments and serves to ensure that the County can leverage these relationships to effectively advocate for the County's interests. In recognition of their role in advancing the County's legislative priorities, representatives from The Southern Group will be available during the 2027 State and Federal Legislative Priorities Workshop to provide the Board with updates and perspectives regarding the upcoming state and federal legislative sessions.

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PROPOSED 2027 STATE AND FEDERAL FUNDING REQUESTS

Each year, the County aggressively pursues state and federal funding to support local projects and initiatives and maximize the County's limited financial resources. This is a coordinated, organization-wide effort that includes pursuing funding through state and federal executive agency programs, competitive and formula-based grants, and legislative line-item appropriations. While most state and federal funding available to local governments is administered through executive agencies, legislative line-item appropriations provide an additional opportunity to secure funding for priority projects with the support of the County's state and federal delegation members.

Throughout the year, the County's legislative team works closely with County departments to identify projects that are well-positioned to compete for state and federal funding. This process includes reviewing Board-approved projects in the County and Blueprint Capital Improvement Programs, identifying opportunities to advance priorities and initiatives included in the County's Strategic Plan, and assessing projects with identified funding gaps.

As part of this effort, the County's legislative team also works closely with the County's contract lobbyists, The Southern Group, to determine the most appropriate funding strategy (line-item vs. agency appropriation process) for each project. Considerations include project type and readiness, availability and commitment of local matching funds, eligibility for existing state or federal programs, and the competitiveness of pursuing funding through an executive agency versus the legislative appropriations process. Based on this process, the following section identifies specific County projects recommended for state and federal agency funding and legislative line-item appropriations during the upcoming year.

State and Federal Executive Agency Funding

State and federal executive agencies administer numerous programs that provide funding to local governments for a broad range of governmental functions, including infrastructure, hazard mitigation, environmental protection, public safety, transportation, literacy programs, and equipment purchases. The County has been highly successful in leveraging these programs, particularly for major infrastructure projects, with approximately $60 million of state and federal agency program funding leveraged on an annual basis.

Executive agency funding generally reaches local governments through formula or discretionary allocations and competitive grant programs. Formula-based funding is distributed to eligible recipients according to predetermined statutory or program criteria, while competitive funding is awarded through an application and evaluation process established by the administering agency. In other instances, funding for specific projects may be programmed directly within an executive agency's budget or multiyear work program.

Specifically, the County leverages most of its state and federal funding through executive agencies by securing "discretionary" and "competitive" grant funding for local projects. Discretionary or formula-based grants are noncompetitive awards based on a predetermined allocation process while competitive grants, on the other hand, are awarded to eligible recipients based on an application process and evaluation criteria determined by the funding agency, as follows:

- In some cases, a specific funding amount is included for a local project within the budget of an executive agency. One example includes projects funded through the Florida Department of Transportation (FDOT) Work Program. Unlike legislative appropriations requests which are sponsored by Legislators and included as individual line-items in the state budget, transportation projects included in the FDOT Work Program are identified and prioritized through a regional planning process. In Leon County, transportation priorities are developed by the Capital Region Transportation Planning Agency (CRTPA), in coordination with FDOT, for consideration in the Work Program. Through this process, substantial funding is identified and programmed for state roadways within Leon County which significantly supports the local transportation needs. For example, over $24 million is programmed in FY 2027 through FDOT Work Program for transportation improvement projects in Leon County, including resurfacing portions of Mahan Drive, Monroe Street, and Capital Circle SW, as well as widening improvements to Crawfordville Road and Orange Avenue.

  FY 2027 & FY 2028 Funding for Crawfordville Road & Woodville Highway. Notably, the FY 2027 FDOT Work Program includes $3.6 million for completion of ROW acquisition of both segments of widening improvements to Crawfordville Road in Leon County (Segment #1 from LL Wallace Road to the State Road 61 intersection; and Segment #2 from LL Wallace Road to Wakulla County Line). Looking ahead to FY 2028, an additional $16.8 million is programmed to fully fund construction of Segment #1 (from LL Wallace Road to the State Road 61 intersection). In addition, in FY 2028, over $6.2 million is programmed to fully fund construction of the Woodville Highway Resurfacing Project, which will include additional safety improvements at the Woodville Highway and Natural Bridge Road intersection. As previously approved by the Board, funding for these improvements, including the addition of a traffic signal and northbound turn lane, has been accelerated by FDOT as a result of the County's cost-share commitment toward ROW costs in FY 2025. Both of these projects demonstrate the County's ongoing and successful coordination with FDOT to secure agency funding for critical infrastructure improvements in Leon County.

- In other cases, program funding is provided in the budget for an executive agency to administer a competitive grant program during the fiscal year. Examples include the Florida Department of Environmental Protection (FDEP) Water Quality Improvement Grant Program and the Springs Protection Grant Program, which the County has successfully leveraged to support major septic-to-sewer and water quality projects. Most notably, the Leon County Water Quality and Springs Protection Infrastructure Improvement Plan, a first-of-its-kind agreement between the State and a county, established a commitment of over $70 million in state and local funding, including more than $40 million through FDEP, for septic system improvement projects throughout Leon County. These investments support the Woodville Sewer Project, Woodside Heights, Northeast Lake Munson, and Belair/Annawood septic-to-sewer projects, as well as the Advanced Septic Systems Pilot Project.

The County aggressively seeks these funding opportunities to support County projects and has been successful in recent years securing funding through many of these programs, particularly for major infrastructure projects. Recognizing this, Table #1 proposes specific County projects to pursue funding through state and federal agency appropriations and grant programs during the upcoming year, which:

- Are identified in the County or Blueprint Five-Year Capital Improvement Plan;
- Align with existing state and/or federal grant programs anticipated to be available in the upcoming year; and/or
- Address infrastructure project funding gaps that exceed the maximum funding available through legislative line-item appropriation requests.

Table #1: Proposed 2027 State and Federal Executive Agency Funding Projects

Project:	**Request:**	**Phase:**
Northeast Gateway: Welaunee Boulevard *(Phase 2: I-10 to Roberts Road)*	$3 million	Construction
Airport Gateway *(Segment G: Springhill Road)*	$20 million	ROW
Southside Gateway: Woodville Highway *(Capital Circle to Paul Russell Rd.)*	$18 million	ROW
Northwest Connector: Tharpe Street *(Ocala Rd. to Capital Circle NW)*	$5 million	Design
Northeast Connector: Bannerman *(Phase 2: Quail Common Drive to Meridian Road)*	$60 million	Construction
Orange Avenue Widening *(Monroe Street to Cypress Lake Street)*	$21 million	ROW
Westside Student Gateway *(Capital Circle NW to Appleyard Drive)*	$3.4 million	Design
Magnolia Drive Trail *(Phase 3: Diamond Street to Apalachee Parkway)*	$8 million	Construction
Orange/Meridian Placemaking *(East Ditch Stormwater Improvements)*	$3 million	Construction
Market District *(Phase 2: Maclay Road Trail)*	$2 million	Construction
Lake Lafayette & St. Marks Regional Linear Park *(Apalachee Parkway Trail)*	$375,000	Design
Veterans Memorial Drive Bridge Replacement	$2.8 million	Construction
Woodville Sewer Project *(Phase 2)*	$10 million	Construction
Emergency Communication Systems *(Next Generation 911; Text-to- 911)*	$700,000	Operations

Project:	Request:	Phase:
Fort Braden Community Center Renovation	$5 million	Construction
Apalachee Regional Park Master Plan *(Phase 2)*	$5.6 million	Construction
County Recreational Amenities *(Various improvements as identified in CIP)*	$3.5 million	Construction
County Sidewalk Program *(Various project sites as identified in CIP)*	$3 million	Construction
Roadway Intersection, Traffic Calming and Safety Improvements *(Various project sites as identified in CIP)*	$7 million	All Phases
Critical Stormwater Repairs *(Various project sites as identified in CIP)*	$4 million	All Phases
Hazard and Flood Mitigation Projects *(*as prioritized in the County's Local Mitigation Strategy)*	TBD*	All Phases

In addition to the projects identified in Table #1, the County will continue to identify and pursue additional competitive regional, state, and federal grant opportunities throughout the year as appropriate. This ongoing effort allows the County to maximize available external funding and respond to new funding opportunities as they become available.

As noted previously, executive agency funding represents the primary source of state and federal funding available to local governments, while legislative line-item appropriations provide opportunities to supplement funding for local projects. The County will coordinate with The Southern Group in advocating in support of the County's funding requests for local projects through the state and federal executive agency process, as well as the legislative line-item process as detailed in the next section.

State Legislative Line-Item Appropriation Requests

Each year, the Florida Legislature develops a state budget based on revenue projections prepared by the State's Office of Economic and Demographic Research (EDR). These forecasts provide important context for the Legislature's annual budget deliberations, including the availability of funding for legislative line-item appropriations. In August 2026, EDR produced updated revenue estimates in preparation of the 2027 State Legislative Session, with general revenue collections projected to increase by nearly $1 billion across the current and upcoming fiscal years. Despite a modest improvement in the State's near-term revenue outlook, state economists have cautioned that projected revenues will not support state spending at its recent rate of growth. Accordingly, continued fiscal restraint is anticipated as the Legislature develops the State Fiscal Year 2027-28 budget.

At the same time, the upcoming legislative cycle will occur amid significant uncertainty regarding the future of local government revenues due to statewide property tax reform. As the County prepares for the potential loss of a significant portion of its primary general revenue source, leveraging available state and federal resources—including legislative appropriations—will

become increasingly important to advance critical capital projects while preserving limited local resources for essential and mandated services.

Prior to each annual State Legislative Session, the House and Senate establish processes for legislators to submit local project funding requests for consideration as line-item allocations in the state budget. These requests may be submitted on behalf of local governments, nonprofit organizations, and other eligible entities and generally require detailed information regarding the project scope, available matching funds, project readiness, estimated completion schedule, and ownership and management responsibilities. The County's legislative team submits forms for each of the County's local project requests to the County's Legislative Delegation members for sponsorship and the County's contract lobbying team, The Southern Group, provides a daily presence by advocating for these requests throughout the legislative process.

The legislative appropriations process is highly competitive and saturated, with legislators receiving funding requests from numerous local governments and community organizations throughout their respective districts. Unlike established executive agency programs, legislative line-item appropriations considered directly through the annual legislative budget process are largely subject to political considerations, such as influence of legislative leadership, membership of appropriations committees, legislative delegation members, and ultimately the Governor's line-item veto authority.

Given the competitive nature of this process, the County has historically advanced a concise and targeted slate of funding requests that are well-positioned for legislative consideration. The County's legislative team utilizes the guidance of The Southern Group to identify local project requests which meet the following specific criteria:

- Have local matching funds committed,
- Are "shovel-ready" with design and permitting completed (if applicable),
- And, most importantly, align with the anticipated priorities of legislative leadership and/or have been specifically requested by a delegation member.

Accordingly, Table #2 recommends a concise list of County projects for which to seek legislative line-item funding during the 2027 Session based on the guidance provided by The Southern Group.

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Table #2: Proposed 2027 State Legislative Line-Item Appropriation Funding Requests

Request:	**Amount:**	**Project Phase:**
Courthouse Security Improvements *(Phase 2)*	$500,000	Capital/Fixed Assets
Antler Pond Dam Stabilization	$1.25 million	Construction
Hopkins Crossing Wetland Facility Repair	$300,000	Construction
Intersection & Safety Improvements *(Old St. Augustine Rd./Blair Stone Rd.)*	$2 million	Construction
Intersection & Safety Improvements *(N. Monroe Street/Crowder Rd.)*	$750,000	Construction
Community Sidewalk Enhancements *(Maclay Rd – Meridian Rd. to City Limits)*	$3 million	Construction
Community Sidewalk Enhancements *(Tram Rd – Crossing Rocks Rd to Capital Circle)*	$2 million	Construction

Additional detail on the proposed projects listed in Table #2 is provided as follows:

1. **County Courthouse Security Improvements:** This request will seek $500,000 for completion of security enhancements at the Leon County Courthouse as identified by the Florida Department of Law Enforcement and the Leon County Sheriff's Office. The Legislature's adopted FY 2027 budget, as passed during the 2026 Session, included an allocation of $250,000 which will support the first phase of recommended security improvements across the building entrances, including security screening system and security camera upgrades. Phase 2 planned improvements include replacement and law enforcement integration of internal access control and other physical security measures to promote public safety which has been a priority area of the Legislature in recent years. Funding is available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

2. **Antler Pond Dam Stabilization:** This request will seek $1.25 million to restabilize the deteriorating earthen dam on Antler Pond, located in northeast Leon County off Buck Lake Road, which impounds stormwater for flood control in the surrounding area. This project has been identified as a critical need as the dam restablization is needed to prevent loss of property and/or life resulting from a future dam failure. Funding is available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

3. **Hopkins Crossing Wetland Facility Repair:** This request will seek $300,000 for the repair of the Hopkins Crossing Wetland Facility, an aging stormwater system located in west Leon County south of Capital Circle NW. The project will replace the facility's failing outfall structure and broken gate valve, which controls water levels within the wetland system. Failure of the structure could result in the uncontrolled draining of the wetland, causing downstream flooding and adverse environmental impacts. Funding is

available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

4. **Intersection & Safety Improvements (Old St. Augustine Rd/Blair Stone Rd.):** This request will seek $2 million to improve traffic operations and safety along Old St. Augustine Road by enhancing the intersection's turn-lane capacity, pedestrian facilities, traffic signal infrastructure, and stormwater drainage. Improvements include adding eastbound and westbound right-turn lanes, extending left-turn storage capacity in both directions, and constructing sidewalks within the project limits. The project will also replace the existing span-wire traffic signal with a mast-arm system, optimize signal timing to improve traffic circulation, and complete associated drainage improvements. Funding is available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

5. **Intersection & Safety Improvements (N. Monroe Street/Crowder Rd):** This request will seek $750,000 to enhance traffic operations and capacity along Crowder Road at North Monroe Street by improving turn-lane capacity, traffic signal infrastructure, pedestrian facilities, and drainage. Improvements on Crowder Road include adding a dedicated right-turn lane, converting the existing through/right-turn lane to a through-only lane, and extending the existing left-turn lane. The project will also add signal heads to accommodate the new lane configuration, reconstruct the sidewalk along the north side of Crowder Road to nearby retail entrances, and construct an enclosed drainage system. Funding is available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

6. **Community Sidewalk Enhancements (Maclay Rd – Meridian Rd. to City Limits):** This request will seek $3 million to support construction of a six-foot-wide sidewalk along the north side of Maclay Road, from Meridian Road to approximately 50 feet east of Bobbin Brook East. The remaining segment of this sidewalk project (Bobbin Brook East to Maclay Boulevard) will be completed by the end of 2028 as part of the Blueprint Market District project. The improvements will provide a safe, continuous pedestrian connection along the corridor and improve access to Maclay School, surrounding neighborhoods, Market District retailers, and the new Market District Park being developed by Blueprint. This project is one of two projects included under Tier 1 of the County's Community Sidewalk Enhancement (CSE) projects which are currently in progress. Funding is available through the County's CSE program budget to provide a competitive local funding match to support project completion.

7. **Community Sidewalk Enhancements (Tram Rd – Crossing Rocks Rd to Capital Circle**): This request will seek $2 million to support pedestrian and bicycle safety and connectivity improvements along Tram Road by constructing approximately 9,615 linear feet of 10-foot-wide multiuse trail from Crossing Rocks Road to Capital Circle Southeast. As presented to the Board in May 2024, the Tram Road/Capital Circle Southeast intersection is prioritized in the CRTPA's Safe Streets and Roads for All Safety Action Plan and identified as a High Hazard Street within the region's High Injury Network. This request seeks a portion of the total project costs which the County continues to pursue through grant opportunities. This project is one of two projects included under Tier 1 of

the County's Community Sidewalk Enhancement projects which are currently in progress. Funding is available through the County's CSE program budget to provide a competitive local funding match.

Community Partner Organization Requests

In addition to advancing funding requests for County projects, the Board may wish to support legislative line-item appropriation requests submitted by community partner organizations for projects that align with the County's strategic and legislative priorities. Unlike the County's project funding requests, which are identified in advance through the process described previously, community partner requests often emerge closer to the Legislative Session as organizations finalize their funding needs and coordinate with members of the Leon County Legislative Delegation. While these requests are submitted directly by the respective organizations through the legislative appropriations process, the Board has provided direction in past years to support community partner requests as part of the County's legislative priorities. For instance, during the 2026 Florida Legislative Session, the Board provided direction to support three community partner requests (Farm Share, Second Harvest of the Big Bend, and Lake Jackson Restoration) as part of the County's legislative priorities.

For the 2027 Legislative Session, staff recommends that the County support community partner legislative appropriation requests to the extent they align with, and do not conflict with, the County's priorities. This approach would provide flexibility to support eligible community partner requests throughout the legislative cycle without requiring each request to be separately identified as a County priority. Examples of community partner requests anticipated for submission during the 2027 Legislative Session include:

- **Lake Jackson Habitat Restoration**: During the 2026 Session, the Board supported the Cypress Chapter of the Izaak Walton League of America's funding request in support of continued habitat restoration at Lake Jackson, including removal of nutrient-rich muck and invasive vegetation. While this request was not included in the state budget last session, the Lake Jackson Habitat Restoration project request is anticipated to be resubmitted for consideration during the 2027 Legislative Session.

- **Volunteer Fire Department Critical Equipment Needs:** In recent years, Leon County's Volunteer Fire Departments (VFDs) have submitted legislative funding requests for critical emergency response equipment and facility improvements, including fire apparatus, rescue equipment, firefighter protective gear, and station upgrades. Similar requests are anticipated for the 2027 Legislative Session to supplement the County's annual $400,000 allocation to the VFDs and help address significant capital and equipment needs that exceed available local funding.

- **Farm Share and Second Harvest of the Big Bend:** Each year, Farm Share, Inc. and the Second Harvest of the Big Bend submit funding requests to support food assistance programs serving Leon County and the surrounding region, including community food distributions, daily feeding programs, and disaster relief efforts. Both organizations are anticipated to submit similar funding requests during the 2027 Legislative Session to continue addressing food insecurity and emergency food needs in the community.

- **Florida Civil Rights Museum:** Across 2022 and 2023, the Board provided $120,000 in startup funding to the Florida Civil Rights Museum, Inc. (FCRM) for a virtual civil rights museum. Since that time, the Board has also provided support of the FCRM's legislative funding requests to secure legislative line-item funding to expand its efforts statewide. Most recently, the FCRM secured $250,000 in the FY 2027 State Budget as approved during the 2026 Session. The FCRM plans on submitting a funding request during the 2027 Legislative Session in support of its statewide virtual museum.

Federal Earmark Line-Item Appropriation Requests

At the federal level, members of Congress may submit requests for direct funding of specific local projects through the annual federal appropriations process. Commonly referred to as "earmarks", these funding requests are formally known as Community Project Funding requests in the U.S. House of Representatives and Congressionally Directed Spending requests in the U.S. Senate. Similar to the state legislative appropriations process, earmarks provide an opportunity for members of Congress to seek direct, line-item funding in the federal budget for specific projects within their districts.

While these requests can be submitted by U.S. House and Senate members, Florida Senators Scott and Moody do not accept earmark requests in opposition of the earmark process. Accordingly, in recent years, the County has pursued federal earmark funding through Representative Dunn's office. Earlier this year, Representative Dunn announced that he will not seek reelection, with his current term concluding on January 3, 2027. Following the November 2026 General Election, the County's legislative team will engage with the newly elected representative for Florida's 2nd Congressional District regarding the federal earmark process and opportunities to advance the County's priority funding requests during the 120th Congress.

In the U.S. House, earmark funding requests are limited to certain appropriations accounts and subject to specific eligibility criteria established annually by the House Appropriations Committee. In past years, House members have been limited to submission of 15 requests for consideration which must be ranked upon submission. It is important to note that Florida's 2nd Congressional District is among the largest districts in the state in geographical size, with Leon County among the 16 counties represented.

Given the limited number of requests each member may submit and competing priorities within congressional districts, the County's legislative team works to identify Board-approved priority projects that meet the eligibility criteria and coordinate submission of funding requests with our local delegation. Recognizing that eligible appropriation accounts and project requirements are established annually and may change from one federal appropriations cycle to the next, the County works with The Southern Group to identify the most competitive local project requests based on the latest guidance available. In prior years, eligibility considerations (which can vary by appropriations account) have included:

- Alignment with an eligible appropriations account and its requirements (e.g., only transportation projects included in a local/regional/state Transportation Improvement Program can be eligible for certain Department of Transportation funding);

- Funding requests that do not exceed $5 million or require multi-year funding as funds must be obligated within one year; and
- Commitment of the required local cost share, which may range from 20% to 50% depending on the appropriations account.

The County will coordinate with our local delegation to identify and advance the County's highest-priority eligible project from among the projects approved by the Board. Table #3 identifies potential projects organized by federal appropriations accounts that have been eligible for earmark funding in prior years. Final eligibility and submission of any County request will be based on the requirements established for the applicable federal appropriations cycle and coordination with local delegation members.

Table #3: Proposed 2027 Federal Earmark Appropriation Funding Requests

Request:	**Amount:**	**Phase**
Department of Transportation: Highway Infrastructure Projects		
Veterans Memorial Bridge Replacement	$2.2 million	Construction
Environmental Protection Agency: Clean Water Infrastructure		
Woodville Sewer (Phase 2)	$5 million	Construction
Department of Agriculture: Natural Resources Conservation		
Antler Pond Dam Restablization	$1.25 million	Construction

Additional details on the proposed projects in Table #3 is provided as follows:

1. **Veterans Memorial Bridge Replacement:** This request will seek $2.2 million for the completion of the Veterans Memorial Drive Bridge Replacement project, which is anticipated to meet the earmark eligibility criteria of the Appropriations Subcommittee on Transportation, Housing, and Urban Development (THUD) for DOT Highway Infrastructure Project funding. In 2023, the County secured a federal earmark for the project which, together with the County's local match, provided approximately $2 million in project funding administered by FDOT. In January 2025, FDOT notified the County of a $2.8 million funding shortfall needed to complete construction of the project. Based on the project's eligibility and the County's previous success in securing federal funding for the project, it has been identified as a competitive earmark request. This funding will support a portion of the total project costs which, if funded, would be matched utilizing the County's Transportation Fund reserve.
2. **Woodville Sewer (Phase 2):** This request will seek $5 million to support the second phase of the Woodville Sewer System project which is anticipated to meet the earmark eligibility criteria of the Appropriations Subcommittee on Interior and Environment for clean water and drinking water infrastructure project funding. This funding will support a portion of

the total project costs which, if funded, would be matched with local sales tax revenues as drawn from the County's share of Sales Tax Water Quality funding.

3. **Antler Pond Dam Stabilization**: This request will seek $1.25 million to support the Antler Pond Dam Stabilization project, located in northeastern Leon County off Buck Lake Road, which is anticipated to meet the earmark eligibility criteria of the Appropriations Subcommittee on Agriculture and Rural Development for natural resources conservation project funding. This project will restabilize the deteriorating earthen dam on Antler Pond which impounds stormwater for flood control in the surrounding area. Funding is available through the County's Capital Improvement Plan to provide a competitive local funding match to support project completion.

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PROPOSED POLICY REQUESTS
2027 STATE LEGISLATIVE SESSION

Leon County's legislative policy priorities generally focus on issues specific to the County that may require sustained advocacy over multiple legislative sessions, as well as emerging issues affecting County programs, services, and operations. Throughout the year, staff evaluates the trends and issues affecting all County programs and services to identify potential legislative policy priorities for the Board's consideration. The County's legislative team will monitor the budgetary and programmatic decisions made by the Legislature to determine the impact, if any, on local governments in the form of cost shifts or unfunded mandates.

In addition to priorities specific to Leon County, a significant portion of the County's legislative advocacy focuses on issues of statewide importance in coordination with the Florida Association of Counties (FAC). The County's legislative team works closely with FAC and other counties to advocate on significant issues affecting local governments, including preservation of local home rule authority, opposition to unfunded mandates and cost shifts, and protection of the local revenue sources necessary to provide essential and state-mandated services. During the 2026 Session, for example, the County worked closely with FAC in opposition to property tax proposals that would significantly reduce local government revenues and directly engaged legislators regarding their potential impacts on Leon County.

These statewide advocacy efforts will remain particularly important during the 2027 legislative cycle as counties continue to navigate significant changes to Florida's property tax structure and other legislative proposals affecting local revenues and home rule authority. Accordingly, the County will continue to coordinate closely with FAC to provide a unified county perspective on legislation affecting local governments while also advancing the specific policy priorities established by the Board.

The proposed policy priorities for the 2027 State Legislative Session are as follows:

- Support the 2027 FAC legislative program unless specific issues conflict with Leon County's interests.
- Support preservation of local fiscal authority and adequate, diversified revenue sources necessary to fund state-mandated obligations and essential County services; oppose reforms that significantly reduce local revenues without providing adequate replacement funding; and actively engage in the 2027-2028 Taxation and Budget Reform Commission process to protect the long-term fiscal sustainability of county government.
- Support legislation to provide increased flexibility to counties participating in the State Housing Initiative program (SHIP) to utilize funding for rental housing developments.
- Support targeted statutory revisions to Section 125.595, Florida Statutes, to preserve local governments' ability to recognize longstanding community observances, such as Emancipation Day, Pride Month, Black History Month, and Women's History Month, and seek targeted statutory clarification to allow local support of single-sex sporting events, community services, and other activities.

- Support legislation establishing clear and consistent firearm restrictions for sensitive government and community spaces identified in Section 790.06, Florida Statutes, including application of such restrictions to all firearms, including openly carried rifles and shotguns.
- Support the continuation of comprehensive federal PFAS standards and, where federal standards are not established or maintained, support appropriate statewide PFAS standards to protect drinking water and address PFAS contamination.
- Support the establishment of statewide standards governing law enforcement agencies' use of Automated License Plate Recognition Systems and associated data, including appropriate safeguards for access, retention, sharing, security, and use, and preservation of home rule authority to regulate or prohibit such systems within the County's rights-of-way.
- Support the protection of the state workforce and oppose any reductions to state employee benefits.
- Support efforts to restore passenger rail service along the Gulf Coast region through Leon County and urge the State of Florida to join the Southern Rail Commission.
- Support legislation to expand the notice and first right of refusal requirements for the sale of manufactured-mobile home parks to include unsolicited offers by a third party so that property owners have an opportunity to counter the purchase offer and remain in their homes.
- Support a revision to Sec. 119.071(4)(d)2, F.S., to exempt personally identifying information of elections personnel from public records requests.

The following provides a summary of each proposed priority, including a brief overview of the issue and the specific legislative action recommended for Board approval. The Board may add, remove, or amend the proposed priorities as deemed appropriate.

Florida Association of Counties (FAC) Issues

Issue: The Florida Association of Counties (FAC) mission is to help Florida's counties serve and represent Floridians by preserving county home rule authority through advocacy, education, and collaboration. Representing all 67 counties before the Florida Legislature, FAC addresses issues that have broad statewide appeal such as the opposition of unfunded mandates or cost shifts to counties, preservation of home rule, growth management, annexation, revenue-sharing, and water management issues.

As every year, the County's legislative team will work closely with FAC on significant substantive issues facing counties. In many cases, the County joins FAC to advocate for or against legislation that would substantially impact counties, such as (but not limited to):

- Preserving local ad valorem taxing authority and supporting enhancement of other locally available revenue sources to meet current and future public service demands.
- Maintaining the integrity of county home rule power which allows counties to develop and implement community-based solutions to local problems, without State limitations or mandates.

- Retaining the full amount of dedicated documentary tax revenues to fund state and local affordable housing programs and providing increased flexibility to counties to maximize these funds to advance local affordable housing priorities.
- Supporting the provision of adequate state funding for constitutionally prescribed county officers that are required to perform duties on behalf of the state.
- Preserving and increasing state funding for water quality improvement projects designed to reduce nutrient pollution in impaired waterbodies from sources such as stormwater runoff, wastewater and septic systems, and industrial water use.
- Allowing for flexibility in the delivery of health and human services within communities to achieve the desired level of services based on local needs and priorities.
- Opposing policies that further shift state Medicaid costs to counties, while supporting continued evaluation of the county-state Medicaid cost-share arrangement, taking into consideration the impacts of state policies designed to contain growth in Medicaid costs.

FAC will finalize its legislative policies during the upcoming Legislative Conference scheduled for December 2-4, 2026, in St. Johns County. The statewide issues identified by the FAC membership will assist staff in identifying the most critical issues facing counties during the state legislative session.

Action: Support the 2027 FAC legislative program unless specific issues conflict with Leon County's interests.

Property Tax Reform: Preparing for the 2026 General Election and Beyond

Issue: On June 2, 2026, the Legislature passed a proposed constitutional amendment on property tax reform to be placed on the November 2026 ballot as "Amendment #3". Amendment #3, titled "Increased Homestead Exemption; Lower Cap on Increases in Non-Homesteaded Property Assessments" would raise the homestead exemption from $50,000 to $150,000 in 2027 and $250,000 in 2028. The proposal also directs the Legislature to establish uniform procedures for counties to eliminate homestead property taxes over time at their discretion. Except for school districts, the proposed reduction, and eventual elimination, would be applicable to all homestead property taxes including taxes collected through special districts (the Leon County Children's Services Council) and Municipal Services Taxing Units (the EMS MSTU). Among other provisions, the proposal would also reduce the annual assessment cap on non-homestead properties (such as rental property, second homes, and commercial real estate) from 10% to 5%.

Based on preliminary estimates prepared by the Property Appraiser, the proposed $250,000 homestead exemption and 5% cap on the assessable value increase for non-homestead properties would result in a loss of approximately $71 million, or 30%, of property tax revenue for Leon County in the first two years of implementation, including $65 million in general property tax and $6 million in EMS MSTU revenues. The revenue that remains is almost exactly what it takes to fund our state mandates and constitutional

officers at today's costs, with insufficient funding to support all the other valued services the County provides (disaster response, parks, solid waste, transportation, veterans services, libraries, etc.). The proposal is subject to voter approval (60%) during the 2026 General Election to take effect January 1, 2027. Looking ahead, the January 1st property values will provide the latest revenue projections to inform the upcoming FY 2028 budget development process.

Recognizing the potential impact to the County's primary general revenue source, the County's legislative advocacy will continue to focus on preserving local fiscal flexibility and discretionary funding, including local ad valorem taxing authority and access to other locally available revenue sources necessary to meet current and future service demands. The County will also advocate for adequate state funding for state-mandated obligations and constitutionally prescribed county officers that perform duties on behalf of the State.

2027-2028 Taxation and Budget Reform Commission. Property tax and broader local government revenue reform may remain a significant statewide issue beyond the November 2026 General Election. Florida's Taxation and Budget Reform Commission (TBRC), a constitutionally established commission that convenes every 20 years, is scheduled to reconvene beginning in 2027. The TBRC is charged with examining the State's budget and expenditure processes, Florida's tax structure, governmental productivity and efficiency, and the ability of state and local governments to tax and adequately fund governmental operations.

The TBRC provides a significant avenue for changes to Florida's tax structure because, in addition to recommending statutory changes to the Legislature, it has the authority to place proposed constitutional amendments directly before Florida voters. Of particular importance to counties, the TBRC is specifically directed to examine the ability of state and local governments to tax and adequately fund governmental operations, alternative methods of generating sufficient revenues, and constitutional limitations on state and local taxation and expenditures. The Commission may recommend statutory changes to the Legislature and, with approval of two-thirds of its full membership, directly propose constitutional revisions related to taxation or the state budgetary process for consideration by Florida voters. The upcoming TBRC process will begin in 2027 and extend into 2028, with any proposed constitutional revisions required to be filed no later than 180 days before the 2028 General Election for consideration by voters on the November 2028 ballot.

Accordingly, regardless of the outcome of the November 2026 property tax amendment, the County's legislative team will closely monitor and engage in the 2027-2028 TBRC process and advocate for reforms that preserve local fiscal flexibility, provide adequate and diversified revenue sources, and recognize the resources necessary for counties to fund state-mandated obligations and essential local services.

Action: Support preservation of local fiscal authority and adequate, diversified revenue sources necessary to fund state-mandated obligations and essential County services; oppose reforms that significantly reduce local revenues without providing adequate replacement funding; and actively engage in the 2027-2028 Taxation and Budget Reform Commission process to protect the long-term fiscal sustainability of county government.

Promotion of Affordable Rental Housing Development

Issue: According to the Shimberg Center for Housing Studies at the University of Florida (Shimberg Center), the highest affordable housing need in Leon County is rental housing for very low-income households. This challenge is not unique to Leon County, as Florida faces a statewide shortage of more than 600,000 affordable rental units. To address this need locally, however, Leon County has taken a proactive, multifaceted approach to expanding the supply of affordable rental housing, with several initiatives that have or will result in more than 1,200 new affordable rental units over the next year. A key component of these efforts has been providing gap financing to support the development of rental housing serving low- and very low-income households, including through the State Housing Initiatives Partnership (SHIP) Program.

SHIP serves as the primary funding source for the County's Housing Program, supporting activities such as down payment assistance, home rehabilitation, and affordable rental housing development. However, Florida Statutes currently limit the amount of SHIP funding that may be used for rental housing activities to 35% of a local government's annual allocation. To help address the need for gap financing for affordable rental developments, the Board established the Leon County Rental Development Program in 2023 using SHIP funding. The program provides gap financing to developers constructing new affordable rental units for very low- and low-income households. The County currently allocates approximately $125,000 annually in SHIP funding to the program, representing the maximum amount available for rental activities under the statutory limitation.

The County has also committed additional local resources to expand affordable rental housing. At the June 2025 Budget Workshop, the Board approved an annual allocation of $250,000 in general revenue to provide gap financing for affordable housing developments serving very low- and extremely low-income households. In addition, beginning in FY 2025, the Blueprint Intergovernmental Agency Board dedicated $250,000 annually—$125,000 each for the City and County—to establish the Affordable Housing Gap Finance Incentive Program administered by the Office of Economic Vitality (OEV). Collectively, the County currently commits approximately $500,000 annually toward gap financing for affordable rental housing through SHIP, general revenue, and the County's share of the OEV program.

Recognizing that increasing the supply of affordable rental housing in Leon County is a longstanding priority of the Board, this proposed priority supports increased flexibility for counties participating in SHIP to utilize a greater share of their allocations for rental housing development. Such flexibility would increase the funding available for the County's Rental Development Program in future years. Furthermore, as the County prepares for the potential impacts of property tax reform, this flexibility will allow the County to maximize its use of dedicated SHIP funding in addressing the greatest affordable housing needs while reducing reliance on limited general revenue resources. As a shared priority of FAC and the Florida League of Cities, the County will continue to work with counties and cities throughout the State in supporting legislation that would allow for greater flexibility to invest SHIP funding on affordable rental developments.

Action: Support legislation to provide increased flexibility to counties participating in the State Housing Initiative program (SHIP) to utilize funding for rental housing developments.

Statutory Exceptions for Local Government DEI Restrictions

Issue: During the 2026 Legislative Session, the Legislature passed SB 1134, which prohibits local governments from funding, promoting, or taking official action related to diversity, equity, and inclusion (DEI), as defined by the legislation. Effective January 1, 2027, Section 125.595, Florida Statutes, as amended by SB 1134, will prohibit local governments from adopting or enforcing ordinances, resolutions, programs, or policies related to DEI and restricts the use of local government funds by employees, contractors, vendors, and other entities for DEI-related activities.

As Leon County has worked to implement SB 1134, the County has identified opportunities to clarify and refine the law to allow local governments to continue supporting important community activities without conflicting with its DEI restrictions. SB 1134 notably does not restrict local governments from recognizing or honoring holidays, special observances, monuments and memorials that are recognized by state or federal law; however, there are many longstanding community observances which are not similarly protected under the law. Specifically, the County will seek legislation recognizing Emancipation Day, Pride Month, Black History Month, and Women's History Month under state law for purposes of SB 1134, thereby allowing counties to continue recognizing and promoting these longstanding observances.

Furthermore, statutory clarification is also needed regarding local support of sporting events, such as those historically supported through the County's Sports Tourism Grant Program. In particular, SB 1134 may restrict the County's ability to support single-sex athletic competitions, such as male or female sporting events. Such restrictions could affect the County's ability to attract, sponsor, and support single-sex sporting events which generate over $6 million in economic impact locally on an annual basis. Finally, although the law currently provides limited exceptions for certain nonprofit services, including single-sex programs serving persons experiencing homelessness and trauma-involved or at-risk youth, these exceptions do not encompass all community-based services that may be affected by the law. Accordingly, the proposed priority would support statutory clarification to preserve the ability of counties to support single-sex sporting events, community services, and other activities that may be affected by the law.

Action: Support targeted statutory revisions to Section 125.595, Florida Statutes, to preserve local governments' ability to recognize longstanding community observances, such as Emancipation Day, Pride Month, Black History Month, and Women's History Month, and seek targeted statutory clarification to allow local support of single-sex sporting events, community services, and other activities.

Statewide Restriction of All Firearms in Sensitive Government and Community Spaces

Issue: On September 10, 2025, the Florida First District Court of Appeal ruled the State's ban on openly carrying firearms, as set forth in Section 790.053, Florida Statutes, unconstitutional. The ruling, however, created a potential unintended loophole under a

separate section of Florida Statutes governing the carrying of concealed weapons. Specifically, Section 790.06, F.S., prohibits any person from openly carrying a handgun or carrying a concealed weapon or concealed firearm into specified places such as courthouses, meetings of legislative governing bodies, police stations, and prisons. This section, however, does not expressly address the open carrying of other types of firearms, such as rifles, shotguns, or AR-15s into places where handguns remain prohibited. Accordingly, the court ruling has resulted in a loophole effectively allowing long guns to be carried into sensitive government and community spaces.

Following the ruling, Florida Supreme Court Chief Justice Carlos Muñiz issued guidance affirming the authority of local chief judges to prohibit weapons in courthouses and courtrooms. However, similar statewide clarification has not been provided for the other sensitive government and community spaces identified in Section 790.06, F.S. During the 2026 Legislative Session, HB 321 and SB 406 sought to address this issue by expressly prohibiting all firearms in these locations; however, both bills died in committee without being heard.

Accordingly, this proposed legislative priority seeks statutory clarification that the firearm restrictions applicable to sensitive government and community spaces identified under Section 790.06, F.S., apply to all firearms, including openly carried rifles and shotguns. Such clarification would establish consistent statewide standards for local governments and law enforcement, while preserving appropriate safety protections in locations already identified by the Legislature as warranting firearm restrictions.

Action: Support legislation establishing clear and consistent firearm restrictions for sensitive government and community spaces identified in Section 790.06, Florida Statutes, including application of such restrictions to all firearms, including openly carried rifles and shotguns.

Comprehensive Standards to Address PFAS Contamination

Issue: Perfluoroalkyl and polyfluoroalkyl substances (PFAS), commonly referred to as "forever chemicals", are a broad group of synthetic chemicals that have been widely used in consumer and industrial products. As PFAS break down very slowly, these chemicals can persist and accumulate in the environment, including in water and soil, as well as the human body. In 2024, the U.S. Environmental Protection Agency (EPA) established the first enforceable federal drinking water standards for six PFAS including PFOA and PFOS, two of the most widely studied PFAS compounds. Specifically, the rule established Maximum Contaminant Levels (MCLs) of 4.0 parts per trillion for PFOA and PFOS.

In May 2026, the EPA proposed two rules that would modify these requirements. The first would rescind the existing standards for the four other PFAS substances (PFHxS, PFNA, HFPO-DA, and the Hazard Index requirement for mixtures containing these PFAS and PFBS), while the second would maintain the existing limits for PFOA and PFOS at 4.0 parts per trillion but allow eligible water systems up to two additional years, through 2031, to achieve compliance. Both proposals remain pending following the close

of the public comment period in July 2026; therefore, the existing 2024 federal standards remain in effect while the rulemaking process continues.

At the state level, Section 376.91, Florida Statutes, requires the Florida Department of Environmental Protection (FDEP) to establish statewide cleanup target levels for PFAS in drinking water, groundwater, and soil if federal standards have not been finalized by January 1, 2027. Any cleanup target levels adopted by FDEP must subsequently be ratified by the Legislature before taking effect.

As the federal rulemaking process remains ongoing, changes to federal PFAS standards could affect the need for additional state-level action. Accordingly, this priority seeks to support the continuation of protective federal PFAS standards and, where federal standards are rescinded or otherwise not established, support appropriate statewide PFAS cleanup standards. The County's legislative team will continue to monitor the evolving federal and state regulatory processes and advocate for a consistent regulatory framework that protects drinking water and provides clear standards for addressing PFAS contamination.

Action: Support the continuation of comprehensive federal PFAS standards and, where federal standards are not established or maintained, support appropriate statewide PFAS standards to protect drinking water and address PFAS contamination.

Statewide Standards for Automated License Plate Recognition Systems

Issue: Automated License Plate Recognition (ALPR) systems use cameras to capture license plate images and related vehicle and location data that can be searched and shared by law enforcement agencies. While ALPRs can serve as an effective law enforcement and public safety tool, their expanding use has raised concerns regarding privacy, data security, accuracy, appropriate access, and potential misuse of collected information.

Florida law currently regulates certain aspects of ALPR systems, including their placement within the State Highway System, confidentiality of identifying information, and retention of ALPR records. However, existing law does not establish comprehensive statewide standards governing law enforcement agencies' use of ALPR technology and access to resulting data. This is particularly significant for counties, which may regulate ALPRs within their own rights-of-way but generally cannot regulate the activities of independent law enforcement agencies or ALPRs located on state highways or municipal streets.

Accordingly, this priority seeks legislation establishing uniform statewide standards for the use of ALPR systems and associated data, including requirements governing permissible uses; access to and searches of ALPR databases; data retention and sharing; security and auditing; and law enforcement agency policies. Such standards would provide a consistent statewide framework that preserves the legitimate public safety uses of ALPR technology while establishing appropriate safeguards for privacy and the use of collected data. In addition, this priority would support the preservation of existing home rule authority to regulate or prohibit the use of ALPRs installed within the County's rights-of-way.

Action: Support the establishment of statewide standards governing law enforcement agencies' use of Automated License Plate Recognition Systems and associated data, including appropriate safeguards for access, retention, sharing, security, and use, and preservation of home rule authority to regulate or prohibit such systems within the County's rights-of-way.

Protection of the State Workforce

Issue: Recognizing that the state employees who live in Leon County are vital to our community, economy, and diversity, protecting the jobs of these workers from privatization, and advocating for fair wages has continuously been a top priority of the Board during the annual legislative process. This is an issue also strongly supported by members of Leon County's Legislative Delegation.

As approved during the 2026 Legislative Session, the final SFY 2027 state budget did not provide an across-the-board pay raise for state employees; with targeted 4% pay increases provided only for state law enforcement agents and firefighters, park rangers, and correctional officers. Salary increases in the amount of $10,000 for state attorneys and $3,500 for public defenders were also included in the budget. The County's legislative team will continue to monitor for any legislation affecting employee pay and benefits and will advocate on behalf of efforts that support state employees during the 2027 Session.

Action: Support the protection of the state workforce and oppose any reductions to state employee benefits.

Amtrak Passenger Rail Restoration

Issue: In August 2005, Amtrak's Sunset Limited passenger rail service along the Gulf Coast between New Orleans and Jacksonville, including service through Leon County, was suspended following Hurricane Katrina. Since that time, Leon County has engaged the local legislative delegation, the Florida Department of Transportation (FDOT), and state and federal partners to advocate for restoration of passenger rail service along the Gulf Coast route.

In recent years, state and local governments in Louisiana, Mississippi, and Alabama have been successful in securing federal funding to address key infrastructure needs and to support operations of passenger rail service between New Orleans, Louisiana and Mobile, Alabama. In 1982, these three states formed an interstate rail compact now known as the Southern Rail Commission (SRC) for the purpose of supporting rail service. To date, the SRC has secured funds to resume twice-daily passenger rail service between New Orleans and Mobile. Restored rail service within this segment along the Gulf Coast, named Amtrak's "Mardi Gras Service", was officially opened in August 2025 (more detail provided in the federal priorities section).

The SRC allows for membership by contiguous states; however, Florida has not elected to join the SRC or efforts to extend passenger rail service into the state. The State of Florida's participation in the SRC would strengthen efforts to secure federal funding for

passenger rail restoration throughout the remainder of the Gulf Coast region, including Leon County. During the 2026 Legislative Session, HB 53 and SB 1254 were filed which sought to authorize the State of Florida to join the SRC; however, both bills died in committee. Similar legislation is anticipated to be filed again for the 2027 Legislative Session. The County's legislative team will continue to monitor and advocate for legislation authorizing the State of Florida to join the SRC and engage the state as well as other stakeholders in supporting the restoration of Amtrak passenger rail service.

Action: Support efforts to restore passenger rail service along the Gulf Coast region through Leon County and urge the State of Florida to join the Southern Rail Commission.

Promoting Resident Ownership of Manufactured-Mobile Home Communities

Issue: According to the Manufactured Housing Institute, more than 20 million residents nationwide live in manufactured housing, also commonly referred to as mobile homes. As affordable housing needs continue to grow, manufactured-mobile homes provide a comparatively affordable housing option and are often located in land-lease communities ("manufactured-mobile home parks"), where residents own their homes but lease the land on which they are located. In recent years, increased acquisition of these communities by private investors has raised concerns regarding park closures and significant increases in lot rents, which can place residents, particularly low-income households, at risk of displacement.

During the 2026 Legislative Session, the Legislature enacted Chapter 2026-173, Laws of Florida (SB 594), which expanded the State Housing Initiatives Partnership (SHIP) Program to provide additional assistance for manufactured-mobile homeowners. Among other provisions, the legislation requires local governments to include strategies in their Local Housing Assistance Plans to address households affected by mobile home park closures and provide lot rental assistance to eligible mobile home owners. The legislation also removed the previous statutory limitation on the amount of SHIP funding that could be used for manufactured housing. These changes provide additional tools for local governments to assist manufactured-mobile homeowners facing housing instability.

Building upon these efforts, additional opportunities exist to strengthen protections for residents when a manufactured-mobile home park is sold. Chapter 723, Florida Statutes, currently provides certain purchase protections when a park owner offers the property for sale, including notice and an opportunity for an eligible homeowners' association to purchase the park. This proposed priority seeks to strengthen existing protections by extending notice to individual homeowners and providing residents with an opportunity to pursue ownership when a park owner considers an unsolicited offer, helping preserve manufactured-mobile home communities as a source of affordable housing.

Action: Support legislation to expand the notice and first right of refusal requirements for the sale of manufactured-mobile home parks to include unsolicited offers by a third party so that property owners have an opportunity to counter the purchase offer and remain in their homes.

Public Records Exemption for Election Workers

Issue: Since 2021, the Board has supported a request from the Leon County Supervisor of Elections in support of legislation establishing new exemptions from Florida's public records laws for elections personnel. The proposal, which has also been advanced by the Florida Supervisors of Elections, is intended to provide additional protections in response to threats and security concerns involving election personnel.

Florida law currently provides public records protections for specified personal information of Supervisors of Elections; however, comparable protections do not extend to all elections office employees and poll workers. Specifically, the proposal seeks to amend Section 119.071(4)(d)2, Florida Statutes, to exempt personally identifying information (home addresses, phone numbers, and dates of birth) of current and former employees of county supervisor of election offices and poll workers, as well as their spouses and children. The Board has supported this policy proposal during the past four legislative sessions, and the Supervisor of Elections Office is requesting the Board's continued support for this issue in the 2027 Session.

Action: Support a revision to Sec. 119.071(4)(d)2, F.S., to exempt personally identifying information of elections personnel from public records requests.

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PROPOSED POLICY REQUESTS
120th UNITED STATES CONGRESS, FIRST SESSION

Each year, the County's legislative team evaluates emerging federal policy, funding, and regulatory issues affecting County programs and services to identify potential legislative priorities for the Board's consideration. Given the national scope of federal policymaking, many substantive issues affecting counties are advanced collectively through the County's participation in the National Association of Counties (NACo), which advocates on behalf of county governments before Congress and federal agencies. The County also works closely with The Southern Group on select federal policy issues that have been identified as Leon County priorities by the Board.

The proposed policy priorities for the first session of the 120th Congress are as follows:

- Support NACo's federal legislative program unless specific issues conflict with Leon County's interests.
- Support comprehensive federal standards to address PFAS contamination and, should existing standards for certain PFAS be rescinded, support EPA's continued evaluation and appropriate regulation of these substances.
- Support efforts to facilitate the restoration of passenger rail service in the Gulf Coast region.
- Support federal legislation related to the decriminalization of marijuana at the federal level, including the descheduling of marijuana from the Controlled Substances Act.
- Coordinate and engage with the County's federal delegation and lobbying team in evaluating future opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services.
- Support the City of Tallahassee's application for a Foreign Trade Zone at the Tallahassee International Airport.

The following provides a summary of each proposed priority, including a brief overview of the issue and the specific legislative action recommended for Board approval. The Board may add, remove, or amend the proposed priorities as deemed appropriate.

National Association of Counties (NACo) Issues

Issue: The National Association of Counties (NACo) advocates with a collective voice on behalf of America's 3,069 county governments. Its membership includes urban, suburban, and rural counties. NACo's advocacy efforts are guided by a policy platform and single-subject policy resolutions adopted at each annual conference by policy committees and the full membership. Each year, most of the County's substantive federal priorities align with NACo's policy platform. For the first session of the 120th Congress, NACo will be advocating for or against a variety of substantive federal issues on behalf of all counties across the nation including infrastructure funding, health care and mental health reform, economic and workforce development, development of broadband technology and infrastructure, disaster relief and resilience, and more. NACo's current federal policy priorities are included as Attachment #1 to this workshop item.

Action: Support NACo's federal legislative program unless specific issues conflict with Leon County's interests.

Comprehensive Standards to Address PFAS Contamination

Issue: Perfluoroalkyl and polyfluoroalkyl substances (PFAS), commonly referred to as "forever chemicals", are a broad group of synthetic chemicals that have been widely used in consumer and industrial products. As PFAS break down very slowly, these chemicals can persist and accumulate in the environment, including in water and soil, as well as the human body. In 2024, the U.S. Environmental Protection Agency (EPA) established the first enforceable federal drinking water standards for six PFAS including PFOA and PFOS, two of the most widely studied PFAS compounds. Specifically, the rule established Maximum Contaminant Levels (MCLs) of 4.0 parts per trillion for PFOA and PFOS.

In May 2026, the EPA proposed two rules that would modify these requirements. The first would rescind the existing standards for the four other PFAS substances (PFHxS, PFNA, HFPO-DA, and the Hazard Index requirement for mixtures containing these PFAS and PFBS), while the second would maintain the existing limits for PFOA and PFOS at 4.0 parts per trillion but allow eligible water systems up to two additional years, through 2031, to achieve compliance. Both proposals remain pending following the close of the public comment period in July 2026; therefore, the existing 2024 federal standards remain in effect while the rulemaking process continues.

As reflected in The Southern Group's September 2026 "Federal PFAS Drinking Water Regulatory Update" (Attachment #2), the EPA has indicated that it intends to continue evaluating these substances for future regulation and has not ruled out establishing more stringent standards as an eventual outcome of its efforts. Accordingly, this federal legislative priority seeks to support the continuation of comprehensive federal standards to address PFAS contamination. Should EPA rescind existing standards for certain PFAS, the County will support the continued federal evaluation and appropriate regulation of these substances as EPA completes its ongoing rulemaking and scientific review. Maintaining a comprehensive federal framework will provide consistent standards for addressing PFAS contamination while reducing the potential for varying regulatory requirements among states.

Action: Support comprehensive federal standards to address PFAS contamination and, should existing standards for certain PFAS be rescinded, support EPA's continued evaluation and appropriate regulation of these substances.

Amtrak Passenger Rail Restoration

Issue: Amtrak's Sunset Limited passenger rail service for the Gulf Coast Region, between New Orleans and Jacksonville through Leon County, was suspended following Hurricane Katrina in August 2005. Since that time, Leon County has engaged the local legislative delegation, FDOT, and federal and state partners to advocate for the resumption of passenger rail service along the Gulf Coast route. In July 2017, the Gulf Coast Rail Service Working Group, established by Congress to evaluate the restoration of the Gulf

Coast rail service route, presented its final report identifying sustained financial support for capital improvement needs and projected operating losses as a key challenge to service restoration. The final report identified short-term and long-term phase projects and federal funding opportunities to support restoration efforts including the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program, and the Restoration and Enhancement Grants (REG) Program.

In recent years, state and local governments in Louisiana, Mississippi, and Alabama have been successful in securing grants through CRISI and REG to address key infrastructure needs and to support operations of passenger rail service between New Orleans, Louisiana and Mobile, Alabama. In 1982, these three states formed an interstate rail compact now known as the SRC for the purpose of supporting rail service. The SRC allows for membership by contiguous states; however, Florida has not elected to join. Working with local, state, and federal governments, the SRC has secured funds to resume twice-daily passenger rail service between New Orleans and Mobile. Restored rail service within this segment along the Gulf Coast, named Amtrak's "Mardi Gras Service", was officially opened in August 2025 with two trains daily between New Orleans and Mobile, with stops in Bay St. Louis, Gulfport, Biloxi, and Pascagoula, Mississippi. Staff will continue to advocate for the restoration of passenger rail service along the full Gulf Coast route.

Action: Support efforts to facilitate the restoration of passenger rail service in the Gulf Coast region.

Federal Reclassification and Decriminalization of Marijuana

Issue: Since 2020, the Board has maintained a federal legislative priority supporting the Marijuana Opportunity Reinvestment and Expungement (MORE) Act and similar legislation related to the decriminalization of marijuana at the federal level, including its removal from the federal Controlled Substances Act (CSA). The CSA classifies controlled substances into five schedules based on factors including accepted medical use, potential for abuse, and safety or dependence liability. Since enactment of the CSA in 1970, marijuana has been classified as a Schedule I substance, which includes substances determined to have a high potential for abuse and no accepted medical use under federal law. By contrast, substances in Schedules II through V have accepted medical uses and may be dispensed by prescription under federal law.

Although several states have passed laws in recent years authorizing the use of marijuana for medical and/or recreational use, federal law continues to govern the national scheduling and control of marijuana which remains illegal and punishable under the CSA. The placement, reclassification, or removal of a substance under the CSA can only be effectuated through either legislation or an administrative rulemaking process overseen by the Attorney General and administered through the Department of Justice (DOJ). In 2022, the U.S. House passed the MORE Act (H.R. 3617) which sought to deschedule marijuana under the CSA, and to effectively eliminate criminal penalties for the manufacturing, distribution, or possession of marijuana, among other provisions. The MORE Act, as well as other legislation introduced in recent years to deschedule and/or

decriminalize marijuana, however, have failed to advance through both chambers of Congress.

In December 2025, President Trump issued an Executive Order directing the U.S. Attorney General to expedite the rescheduling of marijuana to Schedule III under the CSA. Subsequently, on April 23, 2026, the DOJ issued a final order reclassifying FDA-approved medical marijuana products to Schedule III of the CSA. On the same day, the DOJ also initiated an expedited administrative hearing process to consider the broader reclassification of marijuana to Schedule III. Formal hearings were conducted from June 29 through July 15, 2026; however, a final rule broadly reclassifying marijuana has not yet been issued. Accordingly, the County's legislative team will continue to monitor the federal rulemaking process and related legislation and provide updates to the Board as appropriate.

Action: Support federal legislation related to the decriminalization of marijuana at the federal level, including the descheduling of marijuana from the Controlled Substances Act.

Federal Lands for Affordable Housing and Public Services

Issue: The federal government owns 99 parcels within Leon County totaling nearly 106,000 acres of land; which includes a portion of the Apalachicola National Forest, post offices, federal agency offices, Federal Correctional Institution-Tallahassee, and a U.S. Navy Reserve Station. Recognizing that the federal government owns a substantial amount of land within the County, the Board adopted the following Strategic Initiative during its January 2024 Board Retreat:

Evaluate future opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services. (2024-84)

The disposal of federal real property is governed by the Federal Management Regulation (Title 41, Section 102, Code of Federal Regulations, referred to as "FMR" under this section) and administered by the U.S. General Services Administration (GSA). Federal agencies are required to periodically evaluate their properties and identify those that are underutilized or no longer needed. Once a property is determined to be excess, it is first made available to other federal agencies. If no federal need exists, the property may be declared surplus and, where eligible, made available to state and local governments or nonprofit organizations through a public benefit conveyance. Certain federally reserved lands, including National Forest lands, generally require Congressional authorization before they may be disposed of. In support of the County's Strategic Initiative (2024-84), the County's legislative team will continue to engage with the County's federal delegation to identify and pursue opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services.

Action: Coordinate and engage with the County's federal delegation and lobbying team in evaluating future opportunities to acquire eligible, non-conservation, federal lands for the provision of affordable housing and public services.

Foreign Trade Zone Application

Issue: In 1934, the United States created the U.S. Foreign-Trade Zone (FTZ) Program to improve the competitiveness of U.S. companies engaged in international trade. An FTZ is a federally designated area where businesses can import, store, manufacture, or process foreign goods with certain customs benefits. Depending on the type of business activity and federal authorization granted, benefits may include duty exemptions or deferrals, reduced duties on certain finished products, and reduced merchandise processing fees. By allowing businesses to defer, reduce, or eliminate certain customs duties, FTZs can lower operating costs and make U.S. locations more competitive for manufacturing, distribution, and other international trade activities.

There are currently nearly 300 active FTZs nationwide, with over 20 located in Florida. However, the Tallahassee-Leon County area is not directly served by an existing FTZ, creating a service gap between Panama City and Jacksonville. In 2014, the Tallahassee City Commission authorized staff to pursue the creation of an FTZ at the Tallahassee International Airport, which would provide local and regional businesses access to these federal customs benefits while strengthening the area's ability to attract and retain companies engaged in international trade, manufacturing, and distribution. Over the past decade, the City has coordinated with U.S. Customs and Border Protection to complete the prerequisite steps necessary to establish the FTZ. In November 2023, at the Board's direction, Leon County provided a letter supporting the City's application. The City's formal application was subsequently submitted to the Foreign-Trade Zone Board and is now pending approval. The City anticipates its FTZ application will be approved concurrent with the completion of the International Processing Facility by the end of the year. Once completed, the FTZ is projected to generate over 1,660 jobs and an annual economic impact of $304 million by 2034.

Action: Support the City of Tallahassee's application for a Foreign Trade Zone at the Tallahassee International Airport.

Options:

1. Approve the 2027 state and federal legislative priorities.
2. Provide any additional direction on the County's state and federal legislative priorities.
3. Do not approve the 2027 state and federal legislative priorities.
4. Board direction.

Recommendation:

Options #1 and #2

Attachments:

1. NACo Federal Policy Priorities
2. The Southern Group's September 2026 Federal PFAS Drinking Water Regulatory Update

Leon County
Board of County Commissioners

Notes for Agenda Item #5

Leon County Board of County Commissioners

Agenda Item #5

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Fiscal Year-End 2026 Carry Forward Appropriations and Fiscal Year 2026 Year-End Adjustments

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:	Georgette Daniels, Budget Manager Eryn Calabro, Principal Budget and Grants Coordinator Michelle Johnson, Senior Management and Budget Analyst Amy Weeks, Senior Management and Budget Analyst

Statement of Issue:

This item seeks Board approval to authorize the annual carry forward of Fiscal Year-End 2026 appropriations to the Fiscal Year (FY) 2027 Budget and approve FY 2026 year-end adjustments.

Fiscal Impact:

This item has a fiscal impact, and carries forward operating, grant, and capital funds originally appropriated in the FY 2026 budget into the adopted FY 2027 budget to provide continued project funding, and approves initial FY 2026 year-end adjustments to address accounting requirements. This item also realizes a total of $2.5 million in State appropriations for three Leon County projects: Woodville Sewer System Project ($1.5 million); Backup Generators for Emergency Operations ($750,000); and Courthouse Security Improvements ($250,000).

Staff Recommendation:

Option #1: Authorize the carry forward of FY 2026 appropriations to the FY 2027 budget by approving the associated Resolution and Budget Amendment (Attachment #1).

Option #2: Approve the FY 2026 year-end budget adjustments, and the associated Resolution and Budget Amendment (Attachment #2).

Option #3: Approve the FY 2027 State of Florida appropriations for the Woodville Sewer System, Backup Generators for Emergency Operations, and Courthouse Security Improvements projects, and authorize the County Administrator to execute the Agreements and approve any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board approval to authorize the annual carry forward of FY 2026 appropriations to the FY 2027 budget. Before approving carry forward requests, the Office of Management and Budget (OMB) works with program managers to identify projects not completed by the end of the fiscal year. The funds for approved requests are then recommended for carry forward to the new fiscal year budget and made available for continued project funding. This item also seeks the approval of FY 2026 year-end adjustments to account for increased inmate medical costs at the Leon County Detention Center, additional Medicaid reimbursements for EMS, increased tax increment contribution, and Department of Juvenile Justice payments.

Analysis:

Carryforwards

The FY 2026 carry forward lists each operating, capital, and grant project to be brought forward into FY 2027 (Attachment #1). These funds will be added to the FY 2027 adopted budget for the sole purpose of completing the projects for which the funds were originally appropriated in FY 2026.

The following includes highlights of the operating budget carry forwards. A detailed list, including the corresponding requested funding amounts and footnote explanations are provided in Attachment #1.

- Facilities Management – Detention Center: $164,117 to complete repair and maintenance projects at the Leon County Detention Center.
- Public Safety – Leon County Sheriff Office (LCSO): $3.7 million for vehicle and equipment purchases and other miscellaneous projects delayed due to supply chain and scheduling difficulties; $427,143 to complete the Next Generation 9-1-1 (NG911) project; $230,000 for technical assistance associated with the JIS upgrade project; and $78,667 to complete infrastructure and technology projects at the Public Safety Complex.
- Diversionary Programs: Includes $131,453 for the Reentry Housing Assistance Program and $100,000 for the LCSO Readiness Program.
- Public Works: $250,000 to complete safety and structural repairs at the Lake Munson Dam.

The carry forward includes active grant awards and continued funding for capital improvement projects not completed in FY 2026 for transportation and stormwater, general County building maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation. Lastly, the carry forward appropriates an additional $120,000 in grant funds awarded to the Supervisor of Elections from the U.S. Department of Homeland Security, Florida Division of Emergency Management to purchase elections equipment, for a total grant award of $247,250. The Board accepted the initial grant award in the amount of $127,250 at the July 14, 2026, meeting.

Year-End Adjustments

For preliminary FY 2026 year-end adjustments, the corresponding funding amounts and summaries are provided below. These funds will be added to the FY 2026 budget to meet accounting requirements and expenditure obligations (Attachment #2).

- Appropriates $1.4 million to account for increased inmate off-site medical costs at the Leon County Detention Center, primarily due to a significant increase in the number of emergency room visits. Off-site medical expenses can vary greatly year-to-year and are difficult to forecast. To avoid an unnecessary increase in the Sheriff's funding request for medical expenses, LCSO did not increase off-site medical costs significantly for FY 2026. Rather, as is common in other Florida counties, if LCSO has extraordinary off-site medical expenses during the year that exceed the approved budget, a request is made to the county to pay this bill. Additionally, as previously reported to the Board, during FY 2026 LCSO was also forced to hire a new medical services provider for the Detention Center due to the former provider filing for bankruptcy. An additional $300,000 was required in FY 2026 to meet the contractual obligations for the new vendor to ensure operational continuity and no service level reductions related to medical care.
- Appropriates $1.5 million in EMS revenues to satisfy the County's leveraging payment for the State and Federal Medicaid Managed Care Supplemental Payment Program. The increased payment allows the County to draw down an additional $1.7 million in Medicaid reimbursement funds than originally projected.
- Appropriates $544,593 in additional revenue to cover increased expenditures associated with the Frenchtown CRA payment due to final values from the Property Appraiser exceeding original budgeted estimates and the County's Tax Increment Finance payment for the 4Forty North project.
- Appropriates $290,900 to cover actual expenses associated with the increased payments to the Department of Juvenile Justice beginning in July 2026.

FY 2027 State Appropriations

As previously reported to the Board, the State's FY 2027 Budget, as adopted by the Legislature and approved by the Governor, includes a total of $2.5 million for three Leon County projects: Woodville Sewer System Project ($1.5 million); Backup Generators for Emergency Operations ($750k); and Courthouse Security Improvements ($250k). The County is currently coordinating with the appropriate state agencies to initiate funding agreements for each of these projects. This item seeks to realize the grant funds and authorize the County Administrator to approve and execute, modify, and amend all documents and agreements associated with receiving these project funds, subject to legal review and revision by the County Attorney.

Options:

1. Authorize the carry forward of FY 2026 appropriations to the FY 2027 budget by approving the associated Resolution and Budget Amendment (Attachment #1).
2. Approve the FY 2026 year-end budget adjustments, and the associated Resolution and Budget Amendment (Attachment #2).
3. Approve the FY 2027 State of Florida appropriations for the Woodville Sewer, Backup Generators for Emergency Operations, and Courthouse Security Improvements projects, and authorize the County Administrator to execute the Agreements and approve any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.
4. Do not authorize the carry forward of FY 2026 appropriations to the FY 2027 budget.
5. Do not approve the FY 2026 year-end budget adjustments.
6. Do not approve the FY 2027 State of Florida appropriations for the Woodville Sewer, Backup Generators for Emergency Operations, and Courthouse Security Improvements projects.
7. Board direction.

Recommendation:

Options #1, #2, and #3

Attachments:

1. Resolution and Budget Amendment for FY 2026 Carry Forward Accounts
2. Resolution and Budget Amendment for FY 2026 Year-End Adjustments

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2026/2027; and,

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

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

Adopted this 13th day of October, 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:_____

FISCAL YEAR 2026/2027
BUDGET AMENDMENT REQUEST

No: BAB27001
Date: 10/2/2026

Agenda Item No:
Agenda Item Date: 10/13/2026

County Administrator
Vincent S. Long

Assistant County Administrator
Ken Morris

Request Detail

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	*Org*	*Acct*	*Prog*	*Title*			

Fiscal Year 2026 Carryforwards (See Attached)

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	*Org*	*Acct*	*Prog*	*Title*			

Subtotal: -

Purpose of Request

Division/Department
2502/25

Georgette Daniels, Budget Manager

Roshaunda Bradley, Budget Director

Approved By: **Resolution** ☒ **Motion** ☐ **Administrator** ☐

FY 2026/2027 Operating Carry Forwards

Account Description	Fund	Org	Account	Prog	Revenue	Expenditure
1 - General Fund						
Appropriated Fund Balance	001	000	399900	000	5,925,927	
Facilities						
Repairs and Maintenance	001	150	54600	519		86,921
Facilities - Detention Center						
Repairs and Maintenance	001	152	54600	519		164,117
Real Estate						
Other Current Charges & Obligations	001	156	54900	519		12,500
Human Resources						
Employee Incentives	001	160	54909	513		15,000
Staff Development & Training	001	160	54918	513		24,164
MIS						
Other Contractual Services	001	171	53400	513		230,000
Human Services						
Promotional Activities	001	370	54800	569		13,368
Housing Services						
Aids to Private Organizations	001	379	58200	554		250,000
Public Safety Complex - Facilities						
Repairs and Maintenance	001	410	54600	529		27,168
Public Safety Complex- Technology						
Other Contractual Services	001	411	53400	529		51,499
Non-Operating						
Professional Services	001	820	53100	519		77,499
Catastrophe Reserves						
Catastrophe Reserves	001	990	586002	599		4,973,691
General Fund Subtotal					**5,925,927**	**5,925,927**
2- Fine and Forfeiture						
Appropriated Fund Balance	110	000	399900	000	4,036,419	
IDA						
Other Contractual Services	110	508	53400	569		331,453
LCSO - Law Enforcement						
Budget Transfer	110	510	59304	586		3,444,288
LCSO - Detention						
Budget Transfer	110	511	59304	586		260,678
Fine and Forfeiture Fund Subtotal					**4,036,419**	**4,036,419**
3- Development Support & Environmental Services						
Appropriated Fund Balance	121	000	399900	000	68,608	
Development Services						
Professional Services	121	422	53100	537		37,600
Code Compliance Services						
Nuisance Abatement	121	423	54901	537		31,008
DSEM Subtotal					**68,608**	**68,608**

***Unless otherwise noted, all operating carry forwards funded are for projects started and funded in FY26 but not completed by September 30, 2026.**

1 - General Fund:

Facilities: $86,921 to complete repair and maintenance projects at County facilities.

Operations: $164,117 to complete repair and maintenance projects at the Detention Facility.

Real Estate: $12,500 to complete a property appraisal project at the Leon County Courthouse.

Human Resources: $39,164 to cover contractual obligations regarding employee benefits and to complete the implementation of enhanced staff development and training initiatives associated with CDL license requirements for Public Works employees.

MIS: $230,000 for technical assistance associated with the JIS upgrade project.

Human Services: $13,368 for the continued implementation of the CityStart Blueprint for the Neighborhood First Program.

Housing Services: $250,000 for the continued implementation of the affordable housing gap financing program.

Public Safety Complex: $27,168 to complete repair and maintenance projects at the Public Safety Complex; and $51,499 to complete technology projects at the Public Safety Complex

Non-Operating: $77,499 to complete the Study and implementation plan associated with the delivery of fire rescue services in unincorporated Leon County

Catastrophe Reserves: Pursuant to Board policy, through the carry forward process the catastrophe reserve funds are appropriated at a level of 2% of the total appropriations for the general/fine and forfeiture funds, or $4,973,691 for FY27.

2 - Fine and Forfeiture:

Diversionary Programs: $100,000 to continue implementation of the Landlord Risk Mitigation Fund to increase accessibility to affordable housing for individuals returning to the community from incarceration; $131,453 to continue implementation of the Reentry Housing Assistance Program; and $100,000 for the continued implementation of the LCSO Construction Readiness Program.

Sheriff Law Enforcement: $3,444,288 for operating supplies and vehicle and equipment purchases, and other miscellaneous projects delayed due to supply chain and scheduling difficulties.

Sheriff Detention: $260,678 to complete Detention Facility technology projects and purchase equipment and operating supplies delayed due to supply chain and scheduling difficulties.

3 - Development Support & Environmental Services:

Diversionary Programs: $37,600 to complete the fee rate study for Development Support and Environmental Services.

Code Compliance Services: $31,008 to complete work associated with pending nuisance abatement cases.

FY 2026/2027 Operating Carry Forwards

Account Description	Fund	Org	Account	Prog	Revenue	Expenditure	*Unless otherwise noted, all operating carry forwards funded are for projects started and funded in FY26 but not completed by September 30, 2026.
4- Public Works							**4 - Public Works:**
Appropriated Fund Balance	123	000	399900	000	365,000		Stormwater: $250,000 to complete essential safety and structural repairs at Lake Munson Dam and $115,000 to complete the stormwater assessment Rate Study.
Operations - Stormwater							
Other Contractual Services	123	433	53400	538		365,000	
Public Works Subtotal					**365,000**	**365,000**	
5- Enhanced 9-1-1							**5 - Enhanced 9-1-1:**
Appropriated Fund Balance	130	000	399900	000	415,238		E-911: $415,238 to complete the Next Generation 9-1-1 (NG911) upgrade project.
Enhanced 9-1-1							
Building Improvements	130	180	56201	525		415,238	
Enhanced 9-1-1 Subtotal					**415,238**	**415,238**	
6- Emergency Medical Services							**6 - Emergency Medical Services:**
Appropriated Fund Balance	135	000	399900	000	75,942		Emergency Medical Services: $55,042 for the purchase of EMS Bunker Gear and $20,900 for replacement medical supplies.
EMS							
Operating Supplies	135	185	55200	526		55,042	
Infrastructure Less than 200,000	135	185	55410	552		20,900	
Emergency Medical Services Subtotal					**75,942**	**75,942**	
7- Fire Rescue Services							**7- Fire Rescue Services:**
Appropriated Fund Balance	145	000	399900	000	237,122		Volunteer Fire Department: $237,122 to complete firefighting infrastructure projects in the unincorporated areas of the County.
VFD							
Infrastructure Less than 200,000	145	843	55410	522		237,122	
Fire Rescue Services Subtotal					**237,122**	**237,122**	
8- Division of Tourism							**8 - Division of Tourism:**
Appropriated Fund Balance	160	000	399900	000	505,500		Administration: $10,000 to purchase operating supplies required for Tourism's re-opening at the Amtrak Building.
Administration							
Operating Supplies	160	301	55200	552		10,000	Advertising: $80,000 for marketing and operational costs associated with new incentive programs, as authorized by the Board; $125,000 for the continued implementation of the Film and TV Incentive Program; and $250,000 for continued implementation of the IMPACT Marquee Event Incentive Program.
Advertising							
Other Contractual Services	160	302	53400	552		80,000	
Other Current Charges & Obligations	160	302	54900	552		375,000	
Marketing							
TDC Merchandise	160	303	54862	552		30,000	Marketing: $40,500 to purchase merchandise and other supplies required for re-opening the second Visitor Information Center Storefront and the Amtrak Building.
Office Supplies	160	303	55100	552		7,000	
Operating Supplies	160	303	55200	552		3,500	
Tourism Subtotal					**505,500**	**505,500**	
9- Insurance Service Fund							**9 - Insurance Service Fund:**
Appropriated Fund Balance	501	000	399900	000	42,232		Risk Management: $42,232 in insurance claims for pending repairs and replacement of damaged vehicles.
Risk Management							
At Fault Vehicle Repair Claims	501	821	54515	596		5,255	
General Liability Claims	501	821	54516	596		9,500	
Repairs & Maintenance	501	821	54600	596		32,732	
Insurance Service Fund Subtotal					**42,232**	**42,232**	
10- Communications Trust Fund							**10 - Communications Trust Fund:**
Appropriated Fund Balance	502	000	399900	000	620,632		Communications: $620,632 to complete communication network projects.
Com-Net Communications	502	900	54110	590		620,632	
Communications Trust Fund Subtotal					**620,632**	**620,632**	
FY26 to FY27 Operating Carry Forward Total					**12,292,620**	**12,292,620**	

FY 2026/2027 Capital Improvement Carry Forward

Account Description	Fund	Org	Account	Program	Revenue	Expenditure
Building Inspection: Fund 120						
Appropriated Fund Balance	120	000	399900	000	115,023	
Building Inspection Technology	120	076055	53400	524		9,343
Building Inspection Technology	120	076055	54600	524		52,261
Building Inspection Technology	120	076055	56400	524		53,419
Fund 120 Subtotal					**115,023**	**115,023**
Emergency Medical Services: Fund 135						
Appropriated Fund Balance	135	000	399900	000	5,342,794	
Emergency Medical Services Vehicles & Equipment Replacement	135	026014	56400	526		3,612,840
New Emergency Medical Services Vehicles & Equipment Replacement	135	026021	55408	526		29,008
New Emergency Medical Services Vehicles & Equipment Replacement	135	026021	56400	526		1,372,992
Emergency Medical Services Technology	135	076058	53100	526		10,880
Emergency Medical Services Technology	135	076058	53400	526		103,076
Emergency Medical Services Technology	135	076058	54600	526		12,105
Emergency Medical Services Technology	135	076058	55200	526		4,472
Emergency Medical Services Technology	135	076058	55408	526		122,421
Emergency Medical Services Technology	135	076058	56410	526		75,000
Fund 135 Subtotal					**5,342,794**	**5,342,794**
Tourism: Fund 160						
Appropriated Fund Balance	160	000	399900	000	(260,669)	
Division of Tourism Building	160	086065	54600	552		-260,669
Fund 160 Subtotal					**(260,669)**	**-260,669**
Government Annex (BOA): Fund 165						
Appropriated Fund Balance	165	000	399900	000	1,158,819	
Leon County Government Annex	165	086025	53100	519		7,970
Leon County Government Annex	165	086025	54600	519		127,126
Leon County Government Annex	165	086025	55200	519		3,469
Leon County Government Annex	165	086025	55408	519		3,957
Leon County Government Annex	165	086025	56201	519		952,284
Leon County Government Annex	165	086025	56300	519		64,013
Fund 165 Subtotal					**1,158,819**	**1,158,819**
Huntington Oaks Plaza: Fund 166						
Appropriated Fund Balance	166	000	399900	000	413,149	
Lake Jackson Town Center	166	083002	54600	519		1,663
Lake Jackson Town Center	166	083002	56201	519		348,116
Lake Jackson Town Center	166	083002	56300	519		63,370
Fund 166 Subtotal					**413,149**	**413,149**
Capital Improvement: Fund 305						
Appropriated Fund Balance	305	000	399900	000	34,225,409	
General Vehicle & Equipment Replacement	305	026003	55408	519		6,989
General Vehicle & Equipment Replacement	305	026003	56400	519		1,698,656
Stormwater Vehicle & Equipment Replacement	305	026004	55408	538		19,054
Stormwater Vehicle & Equipment Replacement	305	026004	56400	538		1,078,995
Fleet Management Shop Equipment	305	026010	55408	519		82,980
Fleet Management Shop Equipment	305	026010	56400	519		90,000
Apalachee Regional Park	305	045001	55408	572		4,928
Apalachee Regional Park	305	045001	56200	572		43,000
Apalachee Regional Park	305	045001	56300	572		682,016
Parks Capital Maintenance	305	046001	54600	572		183,198
Parks Capital Maintenance	305	046001	55200	572		28,024
Parks Capital Maintenance	305	046001	55408	572		18,853
Parks Capital Maintenance	305	046001	56300	572		888,082
Greenways Capital Maintenance	305	046009	54600	572		45,489
Greenways Capital Maintenance	305	046009	56300	572		932,250
Greenways Capital Maintenance	305	046009	56400	572		29,400
Dog Parks - Unincorporated Area	305	046013	56300	572		90,000

FY 2026/2027 Capital Improvement Carry Forward

Account Description	Fund	Org	Account	Program	Revenue	Expenditure
Lake Henrietta Renovations	305	061001	56900	538		425,000
Woodville Sewer Project	305	062003	56900	535		1,352,492
NE Lake Munson Septic to Sewer	305	062008	56900	535		358,620
Fords Arm - Lexington Pond Retrofit	305	063005	56900	538		96,513
Stormwater Pond Repairs	305	066026	54600	538		61,245
Stormwater Pond Repairs	305	066026	55410	538		766,068
Stormwater Pond Repairs	305	066026	56300	538		349,160
Financial Hardware and Software	305	076001	53400	519		757,691
Financial Hardware and Software	305	076001	54600	519		14,836
Financial Hardware and Software	305	076001	56400	519		20,000
Supervisor of Elections Technology	305	076005	54600	519		2,230
Supervisor of Elections Technology	305	076005	55200	519		4,940
Supervisor of Elections Technology	305	076005	55408	519		7,888
Supervisor of Elections Technology	305	076005	56400	519		17,000
County Compute Infrastructure	305	076008	53400	519		130,000
County Compute Infrastructure	305	076008	54600	519		34,021
County Compute Infrastructure	305	076008	55200	519		5,640
County Compute Infrastructure	305	076008	55408	519		34,407
County Compute Infrastructure	305	076008	56400	519		654,716
County Compute Infrastructure	305	076008	56480	519		200,000
Geographic Information System	305	076009	53400	539		38,000
Geographic Information System	305	076009	54600	539		26,412
Geographic Information System	305	076009	56400	539		63,000
Library Services Technology	305	076011	53400	571		67,135
Library Services Technology	305	076011	54600	571		571
Library Services Technology	305	076011	55200	571		899
Library Services Technology	305	076011	55408	571		15,360
Library Services Technology	305	076011	56400	571		56,685
Library Services Technology	305	076011	56502	571		110,030
Permit & Enforcement Tracking System	305	076015	53400	537		25,896
Permit & Enforcement Tracking System	305	076015	54600	537		2,529
Permit & Enforcement Tracking System	305	076015	56400	537		20,471
Technology In Chambers	305	076022	53400	519		840
Technology In Chambers	305	076022	54600	519		816
Technology In Chambers	305	076022	55200	519		577
Technology In Chambers	305	076022	55408	519		1,053
Technology In Chambers	305	076022	56400	519		2,000
Courtroom Technology	305	076023	53400	519		92,901
Courtroom Technology	305	076023	54400	519		4,934
Courtroom Technology	305	076023	54600	519		2,089
Courtroom Technology	305	076023	55200	519		3,895
Courtroom Technology	305	076023	55408	519		8,049
Courtroom Technology	305	076023	56400	519		127,305
User Computer Upgrades	305	076024	56400	519		4,767
Work Order Management	305	076042	55200	519		2,020
Work Order Management	305	076042	55408	519		5,000
State Attorney Technology	305	076047	53400	519		223,631
State Attorney Technology	305	076047	54400	519		4,324
State Attorney Technology	305	076047	54600	519		19,064
State Attorney Technology	305	076047	55200	519		4,492
State Attorney Technology	305	076047	56400	519		45,023
Public Defender Technology	305	076051	53400	519		30,020
Public Defender Technology	305	076051	54600	519		1,130
Public Defender Technology	305	076051	55200	519		5,987
Public Defender Technology	305	076051	55408	519		2,430
GIS Incremental Basemap Update	305	076060	53400	539		183,500
GIS Incremental Basemap Update	305	076060	54600	539		28,282

FY 2026/2027 Capital Improvement Carry Forward

Account Description	Fund	Org	Account	Program	Revenue	Expenditure
GIS Incremental Basemap Update	305	076060	56400	539		23,500
Records Management	305	076061	53400	519		25,000
Records Management	305	076061	54600	519		79,741
Justice Info System (JIS) Upgrades	305	076065	53400	519		90,978
Justice Info System (JIS) Upgrades	305	076065	54600	519		1,027
Justice Info System (JIS) Upgrades	305	076065	55200	519		1,930
Justice Info System (JIS) Upgrades	305	076065	56201	519		19,379
Justice Info System (JIS) Upgrades	305	076065	56400	519		787,822
Large Application Upgrades	305	076066	53400	519		487,500
Large Application Upgrades	305	076066	55281	519		178,412
Remote Server Center RSC Improvements	305	076067	56201	519		165,750
Public Safety Complex Technology	305	076069	53400	529		7,750
Public Safety Complex Technology	305	076069	54600	529		122,443
Public Safety Complex Technology	305	076069	55200	529		8,618
Public Safety Complex Technology	305	076069	55408	529		17,546
Public Safety Complex Technology	305	076069	56400	529		190,000
Courtroom Minor Renovations	305	086007	54600	519		13,725
Courtroom Minor Renovations	305	086007	55200	519		9,544
Courtroom Minor Renovations	305	086007	55408	519		4,251
Courtroom Minor Renovations	305	086007	56200	519		24,587
Courtroom Minor Renovations	305	086007	56201	519		5,383
Architectural Engineering Services	305	086011	56293	519		120,645
Courthouse Security	305	086016	54600	519		31,539
Courthouse Security	305	086016	55408	519		28,544
Courthouse Security	305	086016	56400	519		27,018
Common Area Furnishings	305	086017	55200	519		6,270
Common Area Furnishings	305	086017	55408	519		260,960
Common Area Furnishings	305	086017	56400	519		120,000
Courthouse Renovations	305	086027	54600	519		28,542
Courthouse Renovations	305	086027	55200	519		2,269
Courthouse Renovations	305	086027	55408	519		3,300
Courthouse Renovations	305	086027	56200	519		211,628
Courthouse Renovations	305	086027	56201	519		194,140
Jail Complex Maintenance	305	086031	54600	523		3,767,101
Jail Complex Maintenance	305	086031	55200	523		52,719
Jail Complex Maintenance	305	086031	55408	523		1,020,605
Jail Complex Maintenance	305	086031	56201	523		2,989,573
Jail Complex Maintenance	305	086031	56300	523		120,000
Jail Complex Maintenance	305	086031	56400	523		320,000
Medical Examiner Facility	305	086067	54600	527		43,052
Bldg Roofing Repairs & Maintenance	305	086076	54600	519		130,362
Bldg Roofing Repairs & Maintenance	305	086076	56201	519		163,936
Bldg Roofing Repairs & Maintenance	305	086076	56300	519		15,490
Bldg Mechanic Repairs & Maintenance	305	086077	54600	519		1,517,019
Bldg Mechanic Repairs & Maintenance	305	086077	55408	519		25,427
Bldg Mechanic Repairs & Maintenance	305	086077	56201	519		36,445
Bldg Mechanic Repairs & Maintenance	305	086077	56400	519		29,969
Bldg Infratructure Improvements	305	086078	54600	519		721,670
Bldg Infratructure Improvements	305	086078	55200	519		137,475
Bldg Infratructure Improvements	305	086078	56200	519		7,859
Bldg Infratructure Improvements	305	086078	56201	519		995,662
Bldg Infratructure Improvements	305	086078	56300	519		105,375
Bldg General Maintenance & Renovations	305	086079	54600	519		688,860
Bldg General Maintenance & Renovations	305	086079	55200	519		5,208
Bldg General Maintenance & Renovations	305	086079	55408	519		4,951
Bldg General Maintenance & Renovations	305	086079	56201	519		1,952,466
Bldg General Maintenance & Renovations	305	086079	56300	519		120,000

FY 2026/2027 Capital Improvement Carry Forward

Account Description	Fund	Org	Account	Program	Revenue	Expenditure
Essential Libraries Initiative	305	086085	54900	571		2,533
Essential Libraries Initiative	305	086085	55408	571		7,921
Essential Libraries Initiative	305	086085	56201	571		875,944
Public Safety Complex	305	096016	54600	529		122,856
Public Safety Complex	305	096016	55200	529		9,100
Public Safety Complex	305	096016	55408	529		48,830
Public Safety Complex	305	096016	56201	529		1,472,853
Public Safety Complex	305	096016	56400	529		968,909
Fund 305 Subtotal					**34,225,409**	**34,225,409**
Gas Tax: Fund 306						
Appropriated Fund Balance	306	000	399900	000	8,788,998	
Public Works Vehicles & Equipment Replacement	306	026005	55408	541		3,136
Public Works Vehicles & Equipment Replacement	306	026005	56400	541		2,072,650
Arterial/Collector Roads Pavement Markings	306	026015	55410	541		218,895
FDOT Old St. Augusting Road Sidewalk	306	051011	56900	541		210,131
Community Safety & Mobility	306	056005	55410	541		525,000
Public Works Design & Engineering Services	306	056011	55410	541		60,325
Public Works Design & Engineering Services	306	056011	56300	541		6,031
Public Works Design & Engineering Services	306	056011	56900	541		83,035
Sidewalk Program	306	056013	55410	541		854,766
Sidewalk Program	306	056013	56900	541		1,160,827
Intersection and Safety Improvements	306	057001	55410	541		41,264
Intersection and Safety Improvements	306	057001	56900	541		70,184
Lake Munson Restoration	306	062001	56900	538		800,000
Stormwater Preventative Maintenance	306	067006	56900	538		2,682,754
Fund 306 Subtotal					**8,788,998**	**8,788,998**
Local Option Sales Tax: Fund 308						
Appropriated Fund Balance	308	000	399900	000	1,906,478	
Sheriff Facilities Capital Maintenance	308	086031	54600	523		543,042
Sheriff Facilities Capital Maintenance	308	086031	56201	523		1,363,436
Fund 308 Subtotal					**1,906,478**	**1,906,478**
Extended Local Option Sales Tax: Fund 309						
Appropriated Fund Balance	309	000	399900	000	608,435	
Community Safety & Mobility	309	056005	53100	541		199,598
Community Safety & Mobility	309	056005	55410	541		13,383
Community Safety & Mobility	309	056005	56900	541		49,721
Fords Arm - Lexington Pond Retrofit	309	063005	56100	538		69,781
Fords Arm - Lexington Pond Retrofit	309	063005	56900	538		65,282
Killearn Acres Flood Mitigation	309	064001	56900	538		210,670
Fund 309 Subtotal					**608,435**	**608,435**
Supervisor of Elections Building: Fund 324						
Appropriated Fund Balance	324	000	399900	000	34,511	
SOE Building Capital Improvements	324	086084	54600	519		12,945
SOE Building Capital Improvements	324	086084	56201	519		21,566
Fund 324 Subtotal					**34,511**	**34,511**
Sales Tax Extension: Fund 351						
Appropriated Fund Balance	351	000	399900	000	10,684,153	
DOT Old Bainbridge @ CC NW	351	053011	56900	541		689,953
Arterial Collector Resurfacing	351	056001	55410	541		3,818
Arterial Collector Resurfacing	351	056001	56900	541		7,611,486
Intersection and Safety Improvements	351	057001	55410	541		732,614
Intersection and Safety Improvements	351	057001	56300	541		750,000
Intersection and Safety Improvements	351	057001	56900	541		896,282
Fund 351 Subtotal					**10,684,153**	**10,684,153**

FY 2026/2027 Capital Improvement Carry Forward

Account Description	Fund	Org	Account	Program	Revenue	Expenditure
Sales Tax Extension 2020: Fund 352						
Appropriated Fund Balance	352	000	399900	000	16,378,084	
Sidewalk Program	352	056013	55410	541		1,250,000
Sidewalk Program	352	056013	56900	541		5,008,309
Woodville Sewer Project	352	062003	56900	535		2,137,500
BP2020 Water Quality & Stormwater	352	067003	56900	538		4,237,500
L.I.F.E. Rural Rd Safety Stabilization	352	091003	54600	541		282,733
L.I.F.E. Street Lighting	352	091005	55410	541		534,571
L.I.F.E. NETS	352	091006	55410	541		300,404
L.I.F.E. Boat Landing Enhancements & Upgrades	352	091007	54600	572		106,501
L.I.F.E. Boat Landing Enhancements & Upgrades	352	091007	56300	572		105,914
L.I.F.E. Private to Public Dirt Road Improvement and Maintenance	352	091008	56900	541		535,430
L.I.F.E. Stormwater & Flood Relief	352	091009	56900	538		534,839
L.I.F.E. Recreational Amenities	352	091010	56300	572		1,344,383
Fund 352 Subtotal					**16,378,084**	**16,378,084**
Solid Waste: Fund 401						
Appropriated Fund Balance	401	000	399900	000	4,353,655	
Solid Waste Heavy Equipment/Vehicle Replacement	401	036003	55408	534		30,189
Solid Waste Heavy Equipment/Vehicle Replacement	401	036003	56400	534		212,519
Transfer Station Heavy Equipment Replacement	401	036010	56400	534		627,614
Household Hazardous Waste Improvements	401	036019	54600	534		148,266
Household Hazardous Waste Improvements	401	036019	56300	534		50,000
Transfer Station Improvements	401	036023	54600	534		547,666
Transfer Station Improvements	401	036023	56300	534		884,773
Transfer Station Improvements	401	036023	56400	534		126,282
Rural Waste Vehicle & Equipment Replacement	401	036033	56400	534		156,000
Hazardous Waste Vehicle & Equipment Replacement	401	036042	55408	534		30,000
Hazardous Waste Vehicle & Equipment Replacement	401	036042	56400	534		60,502
Landfill Closure	401	036043	56300	534		1,479,844
Fund 401 Subtotal					**4,353,655**	**4,353,655**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
Opioid Settlement						
Appropriated Fund Balance - Opioid Settlement	118	925018	399900	000	465,382	
Other Contractual Services	118	925018	53400	569		465,382
Subtotal					**465,382**	**465,382**
Opioid Settlement						
Appropriated Fund Balance - Opioid Settlement	118	925019	399900	000	1,289,873	
Other Contractual Services	118	925019	53400	569		1,289,873
Subtotal					**1,289,873**	**1,289,873**
Total Fund 118					**1,755,256**	**1,755,256**
SHIP 2024/2025 Funding						
Revenue	124	932081	345100	000	293,253	
Homeownership Development	124	932081	58333	554		150,000
Down Payment Assistance	124	932081	58334	554		43,253
Housing Rehabilitation	124	932081	585000	554		100,000
Subtotal					**293,253**	**293,253**
SHIP 2025/2026 Funding						
Revenue	124	932082	345100	000	464,861	
Other Contractual Services	124	932082	53400	554		50,000
Homeownership Development	124	932082	58333	554		150,000
Down Payment Assistance	124	932082	58334	554		50,000
Housing Rehabilitation	124	932082	585000	554		214,861
Subtotal					**464,861**	**464,861**
SHIP 2026/2027 Funding						
SHIP Loan Repayment	124	932083	345150	000	17,500	
Housing Rehabilitation	124	932083	585000	554		17,500
					17,500	**17,500**
Total Fund 124					**775,614**	**775,614**
Significant Benefit District 2						
Revenue - Capacity Fee	125	009009	363244	000	569,096	
Improvements Other than Buildings	125	009009	56300	541		569,096
Subtotal					**569,096**	**569,096**
Significant Benefit District 3						
Revenue - Capacity Fee	125	009011	363244	000	10,959	
Improvements Other than Buildings	125	009011	56300	541		10,959
Subtotal					**10,959**	**10,959**
St. Marks Headwaters						
BP 2000 St. Marks Greenway	125	047001	337702	000	1,326,034	
Improvements Other than Buildings	125	047001	56300	572		1,326,034
Subtotal					**1,326,034**	**1,326,034**
FDOT SRTS Canyon Creek Sidewalk						
FDOT - Safe Routes to School Grant	125	051010	331212	000	194,465	
Infrastructure	125	051010	55410	541		194,465
Subtotal					**194,465**	**194,465**
FDOT Old St. Augustine Road Sidewalk						
FDOT - Urban Attributable Fund	125	051011	331213	000	1,650,087	
Infrastructure	125	051011	56900	541		1,650,087
Subtotal					**1,650,087**	**1,650,087**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
SS4A N. Monroe St Safety Improvement Project						
USDOT SS4A	125	051012	331214	000	16,800,000	
Blueprint SS4A N. Monroe Project Match	125	051012	337408	000	4,200,000	
Infrastructure	125	051012	56900	541		21,000,000
Subtotal					**21,000,000**	**21,000,000**
Old Bainbridge Road Safety Improvement						
FDOT - Old Bainbridge Road @ CC NW	125	053011	331418	000	431,086	
Infrastructure	125	053011	56900	541		431,086
Subtotal					**431,086**	**431,086**
Magnolia Drive Multi-use Trail						
BP 2000-Magnolia Drive	125	055010	337406	000	879,638	
Improvements other than Buildings	125	055010	56300	541		77,937
Infrastructure	125	055010	56900	541		801,701
Subtotal					**879,638**	**879,638**
Lake Munson Slough Grant - FDEP						
Revenue - State Grant	125	062001	334359	000	800,000	
Infrastructure	125	062001	56900	538		800,000
Subtotal					**800,000**	**800,000**
Woodville Septic to Sewer						
Revenue - State Grant	125	062003	334354	000	17,848,534	
Infrastructure	125	062003	56900	535		17,848,534
Subtotal					**17,848,534**	**17,848,534**
Woodville Sewer System Project SFY27						
Revenue - State Appropriation	125	062009	334370	000	1,500,000	
Infrastructure	125	062009	56900	535		1,500,000
Subtotal					**1,500,000**	**1,500,000**
Mosquito Control Grant						
Revenue	125	214	334610	000	29,000	
Operating Supplies	125	214	55200	562		23,562
Training	125	214	55401	562		5,438
Subtotal					**29,000**	**29,000**
Library E-Rate Program						
Revenue	125	912013	369910	000	29,358	
Operating Supplies	125	912013	55200	571		29,358
Subtotal					**29,358**	**29,358**
Library Patron Donations						
Revenue - Contributions	125	913023	366000	000	43,985	
Other Contractual Services	125	913023	53400	571		6,750
Operating Supplies	125	913023	55200	571		7,485
Machinery and Equipment	125	913023	55408	571		10,000
Books, Publications, Library Materials	125	913023	56600	571		19,750
Subtotal					**43,985**	**43,985**
Friends Literacy Contract						
Revenue - Grant	125	913045	337714	000	145,131	
Postage	125	913045	54200	571		4,000
Office Supplies	125	913045	55100	571		21,131
Operating Supplies	125	913045	55200	571		50,000
Books, Publications and Library Materials	125	913045	56600	571		70,000
Subtotal					**145,131**	**145,131**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
Library of Things						
Revenue - Grant	125	913075	337712	000	2,171	
Repairs and Maintenance	125	913075	54600	571		1,815
Operating Supplies	125	913075	55200	571		356
Subtotal					**2,171**	**2,171**
City Start Grant						
Revenue	125	914025	336314	000	1,804	
Other Current Charges & Obligations	125	914025	54900	525		1,804
Subtotal					**1,804**	**1,804**
DOT - Big Bend Scenic Byway						
BBSB Grant	125	916017	331494	000	582,892	
Improvements Other Than Building	125	916017	56300	529		582,892
Subtotal					**582,892**	**582,892**
FDEP Resiliency Grant						
FDEP Resiliency Grant	125	917017	334616	000	280,253	
Other Contractual Services	125	917017	53400	538		280,253
Subtotal					**280,253**	**280,253**
Local Assistance Tribal Consistency Grant						
Revenue - Southwood Proportional Share	125	917023	331505	000	2,116	
Aid to Private Organizations	125	917023	58200	525		2,116
Subtotal					**2,116**	**2,116**
Southwood Pmt - Woodville Highway						
Revenue - Southwood Proportional Share	125	918001	363250	000	50,178	
Aid to Government Agencies	125	918001	58100	541		50,178
Subtotal					**50,178**	**50,178**
Boating Improvement						
Revenue - State Grant	125	921043	334792	000	175,519	
Improvements Other than Buildings	125	921043	56300	572		175,519
Subtotal					**175,519**	**175,519**
FDEP FY22 Springs Restoration Grant						
Revenue	125	927130	334368	000	1,205,222	
Infrastructure	125	927130	55410	535		1,205,222
Subtotal					**1,205,222**	**1,205,222**
HFA Emergency Repairs Program						
Revenue	125	932019	337502	000	36,796	
Housing Rehabilitation	125	932019	585000	554		36,796
Subtotal					**36,796**	**36,796**
Small Cities CDBG FFY23						
Revenue - Federal Grant	125	932159	331520	000	750,000	
CDBG Housing Rehabilitation	125	932159	585000	554		750,000
Subtotal					**750,000**	**750,000**
Courthouse Security Improvements						
Revenue - State Appropriation	125	952042	334221	000	250,000	
Machinery and Equipment	125	952042	56400	525		250,000
Subtotal					**250,000**	**250,000**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
Backup Generators for Emergency Operations						
Revenue - State Appropriation	125	952043	334222	000	750,000	
Machinery and Equipment	125	952043	56400	525		750,000
Subtotal					**750,000**	**750,000**
SOE SHSGP Grant						
Revenue - Federal Grant	125	953027	331275	000	247,250	
Machinery and Equipment	125	953027	55408	525		247,250
Subtotal					**247,250**	**247,250**
DCF Drug Testing						
Revenue - State Grant	125	943085	334240	000	15,891	
Other Contractual Services	125	943085	53400	622		15,891
Subtotal					**15,891**	**15,891**
EMPG Federal Grant						
Revenue - Federal Grant	125	952041	331271	000	4,655	
Regular Salaries and Wages	125	952041	51200	525		4,655
Subtotal					**4,655**	**4,655**
LCSO 26 JAG Grant						
Revenue - Federal Grant	125	954009	331284	000	26,368	
Aid to Government Organizations	125	954009	58100	521		26,368
Subtotal					**26,368**	**26,368**
FDLE JAG Grant Pretrial						
Revenue - Federal Grant	125	982069	331280	000	50,000	
Aid to Private Organizations	125	982069	58200	521		50,000
Subtotal					**50,000**	**50,000**
Total Fund 125					**50,888,488**	**50,888,488**
Sidewalk Program District 4						
Sidewalk Fees	127	004000	363243	000	26,367	
Road Materials and Supplies	127	004000	55300	541		26,367
Subtotal					**26,367**	**26,367**
Friends Library Endowment						
Revenue - Donation	127	913115	337716	000	164,300	
Other Contractual Services	127	913115	53400	571		10,000
Promotional Activities	127	913115	54800	571		10,000
Operating Supplies	127	913115	55200	571		19,300
Machinery and Equipment	127	913115	55408	571		25,000
Books, Publications and Library Materials	127	913115	56600	571		100,000
Subtotal					**164,300**	**164,300**
Tree Bank						
Tree Bank Donations	127	921053	337410	000	23,085	
Pool Interest Allocation	127	921053	361111	000	1,243	
Road Materials and Supplies	127	921053	55300	541		24,328
Subtotal					**24,328**	**24,328**
Miccosukee Community Center						
Parks and Recreation	127	921116	347200	000	22,159	
Pool Interest Allocation	127	921116	361111	000	442	
Improvements Other than Buildings	127	921116	56300	572		22,601
Subtotal					**22,601**	**22,601**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
Chaires Community Center Fees						
Parks and Recreation	127	921126	347200	000	42,050	
Pool Interest Allocation	127	921126	361111	000	517	
Improvements Other than Buildings	127	921126	56300	572		42,567
Subtotal					**42,567**	**42,567**
Woodville Community Center Fees						
Parks and Recreation	127	921136	347200	000	35,915	
Pool Interest Allocation	127	921136	361111	000	377	
Improvements Other than Buildings	127	921136	56300	572		36,292
Subtotal					**36,292**	**36,292**
Ft. Braden Community Center Fees						
Parks and Recreation	127	921146	347200	000	18,559	
Pool Interest Allocation	127	921146	361111	000	399	
Improvements Other than Buildings	127	921146	56300	572		18,958
Subtotal					**18,958**	**18,958**
Bradfordville Community Center Fees						
Parks and Recreation	127	921156	347200	000	51,883	
Pool Interest Allocation	127	921156	361111	000	724	
Improvements Other than Buildings	127	921156	56300	572		52,607
Subtotal					**52,607**	**52,607**
Lake Jackson Community Center Fees						
Parks and Recreation	127	921166	347200	000	41,730	
Pool Interest Allocation	127	921166	361111	000	476	
Improvements Other than Buildings	127	921166	56300	572		42,206
Subtotal					**42,206**	**42,206**
US Treasury Emergency Rental Assistance 2						
Revenue - Federal Grant	127	932079	331612	000	44,594	
Emergency Assistance	127	932079	58345	554		44,594
Subtotal					**44,594**	**44,594**
EMS/DOH - EMS Equipment						
Revenue - DOH State EMS	127	961071	334201	000	25,503	
Machinery and Equipment	127	961071	56400	526		25,503
Subtotal					**25,503**	**25,503**
EMS/DOH - EMS Equipment						
Revenue - DOH State EMS	127	961085	334201	000	22,921	
Machinery and Equipment	127	961085	56400	526		22,921
Subtotal					**22,921**	**22,921**
EMS/DOH Matching Grant M2437 AEDs						
Pool Interest	127	961086	361111	000	2,048	
Operating Supplies	127	961086	55200	526		2,048
Subtotal					**2,048**	**2,048**
EMS/DOH Matching Grant M2438 CPR Training						
Pool Interest	127	961087	361111	000	1,569	
Operating Supplies	127	961087	55200	526		1,569
Subtotal					**1,569**	**1,569**

FY 2026/2027 Grant Carry Forward

Account Description	Fund	Org	Acct	Prog	Revenue	Expenditure
EMS/DOH - EMS Equipment						
Revenue - DOH State EMS	127	961088	334201	000	60,000	
Machinery and Equipment	127	961088	56400	526		60,000
Subtotal					**60,000**	**60,000**
EMS/DOH Matching Grant M2531 CPR Training						
Pool Interest	127	961089	361111	000	2,661	
Promotional Activities	127	961089	54800	526		2,661
Subtotal					**2,661**	**2,661**
EMS/DOH Matching Grant M2648 CPR Training						
Revenue - DOH State EMS Matching Grant	127	961091	334202	000	13,648	
Appropriated Fund Balance	127	961091	399900	000	4,550	
Operating Supplies	127	961091	55200	526		18,198
					18,198	**18,198**
Total Fund 127					**607,720**	**607,720**
American Rescue Plan Act						
Appropriated Fund Balance	137	952021	399900	000	155,766	
Homelessness Support	137	952021	58317	525		155,766
Subtotal					**155,766**	**155,766**
Total Fund 137					**155,766**	**155,766**
Grand Total					**54,182,844**	**54,182,844**

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2025/2026; and,

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

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

Adopted this 13th day of October, 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:_____

FISCAL YEAR 2025/2026

BUDGET AMENDMENT REQUEST

No: BAB26027 **Agenda Item No:**

Date: 10/1/2026 **Agenda Item Date:** 10/13/2026

County Administrator **Assistant County Administrator**

Vincent S. Long **Ken Morris**

Request Detail

1

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	*Org*	*Acct*	*Prog*	*Title*			
110	000	311120	000	Property Tax Revenue	130,698,962	1,401,055	132,100,017
				Expenditures			
110	511	59304	586	LCSO - Detention	52,363,431	1,401,055	53,764,486

2

Revenues

135	000	342607	000	Medicaid Fee for Service	2,906,565	1,457,662	4,364,227
				Expenditures			
135	185	54900	526	Other Current Charges/Oblig	2,000,000	1,457,662	3,457,662

3

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	*Org*	*Acct*	*Prog*	*Title*			
001	000	311110	000	Property Tax Revenue	85,268,884	544,593	85,813,477
				Expenditures			
001	972	54900	559	Other Current Charges/Oblig	4,018,816	544,593	4,563,409

4

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	*Org*	*Acct*	*Prog*	*Title*			
110	000	311120	000	Property Tax Revenue	130,698,962	290,900	130,989,862
				Expenditures			
110	620	58100	689	Juvenile Detention Payment	1,110,359	290,900	1,401,259

Purpose of Request

This budget amendment appropriates: 1.) $1,401,055 in additional property tax revenues received in FY 2026 to account for increased inmate medical costs at the Leon County Detention Center; 2.) $1,457,662 in EMS revenues to satisfy the County's leveraging payment for the State and Federal Medicaid Managed Care Supplemental Payment Program; 3.) $544,593 in additional property tax revenues received in FY 2026 to account for increased Frenchtown CRA payments and the County's Tax Increment Finance payment for 4Forty North properties; and 4.) $290,900 in additional property tax revenues received in FY 2026 to account for increased juvenile justice payments.

Division/Department **Georgette Daniels, Budget Manager**

Roshaunda Bradley, Budget Director

Approved By: **Resolution** [X] **Motion** [ ] **Administrator** [ ]

Leon County
Board of County Commissioners

Notes for Agenda Item #6

Leon County Board of County Commissioners

Agenda Item #6

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Proposed Revisions to Policy 19-5, "Government Capital Asset Policy"

Review and Approval:	Vincent S. Long, County Administrator Gwen Knight, Clerk of Circuit Court and Comptroller
Department / Division Review:	Ken Morris, Assistant County Administrator Thomas Kauffman, Finance Director Roshaunda Bradley, Director, Office of Management and Budget
Lead Staff / Project Team:	Timothy Shopmyer, Assistant Finance Director Georgette Daniels, Budget Manager

Statement of Issue:

In accordance with Governmental Accounting Standards Board best practices and recent guidance from the County's external auditors, this item seeks Board approval of proposed revisions to Policy No. 19-5, "Government Capital Asset Policy", to formally account for Lease and Subscription Based Information Technology Arrangement (SBITA) tracking and recording. The proposed revisions will best position the County to mitigate future audit findings regarding SBITA tracking.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Adopt the revised County Policy No. 19-5, "Government Capital Asset Policy" (Attachment #1).

Report and Discussion

Background:

In accordance with Governmental Accounting Standards Board (GASB) best practices and recent guidance from the County's external auditors, this item seeks Board approval of proposed revisions to Policy No. 19-5, "Government Capital Asset Policy", to formally account for Lease and Subscription Based Information Technology Arrangement (SBITA) tracking and recording. The proposed revisions will best position the County to mitigate future audit findings regarding SBITA tracking.

In 2002, the Governmental Accounting Standards Board (GASB) issued Statement Number 34 "Basic Financial Statements – And Management's Discussion and Analysis – for State and Local Governments", which established new financial reporting standards for local government capital asset purchases in the government-wide financial statements. As a result, Leon County established and maintains a fixed asset accounting system to properly classify individual asset classes (e.g., machinery and equipment, land, buildings, improvements other than buildings, intangible assets and various infrastructure assets) and properly report these assets in accordance with GASB standards.

In 2019, to ensure consistency in how the assets are valued and recorded, the County's external auditor recommended the Board adopt a formal capital asset policy to govern the recording of County assets. In September 2019, the Board adopted the Governmental Capital Asset Policy in accordance with Generally Accepted Accounting Principles (GAAP) and GASB Statement Number 34 and set forth parameters for government accounting of capital assets. A capital asset includes, but is not limited to, machinery and equipment, land, buildings, etc. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

Recent changes in accounting standards (GASB 87 and GASB 96) now require more robust tracking and recording for certain leases and SBITAs on the County's financial statements. To ensure consistency in how these assets are recorded, the County's most recent audit recommended improved policies and procedures to properly identify leases and SBITAs for reporting on the governmentwide financial statements. Finance has updated its internal policies and procedures to ensure completeness going forward, including a modification to the County's internal contract routing form to include SBITAs as a "contract type" to ensure SBITAs are more clearly identifiable for auditing purposes.

To further resolve the recent audit finding, this item seeks Board approval of revisions to the Government Capital Asset Policy to add the SBITAs and leases to the list of other capital assets to provide for proper tracking in accordance with GASB.

Analysis:

Recent changes in GASB accounting standards now require more robust tracking for certain leases and subscription-based IT agreements. The most recent (FY 2025) financial audit noted improvements in the process of calculating and reporting leases and SBITAs based on Finance's

previous corrective action plan stemming from the FY 2024 audit. However, the audit still found opportunities for improvement. The recommended policy revisions will formally add the SBITAs and leases to the Government Capital Asset Policy. These changes are recommended in accordance with industry best practices and GASB 87 and GASB 96, and best position the County to mitigate future audit findings regarding SBITA tracking.

Options:

1. Adopt the revised County Policy No. 19-5, "Government Capital Asset Policy" (Attachment #1).
2. Do not adopt the revised County Policy No. 19-5, "Government Capital Asset Policy."
3. Board direction.

Recommendation:

Option #1

Attachment:

1. Revised Government Capital Asset Policy – Policy No. 19-5

Board of County Commissioners
Leon County, Florida

Policy No. 19-5

Title:	Government Capital Asset Policy
Date Adopted:	~~September 24, 2019~~ October 13, 2026
Effective Date:	~~September 24, 2019~~ October 14, 2026
Reference:	Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement Number 34, GASB Statement Number 87, and GASB Statement Number 96
Policy Superseded:	Policy No. 19-5, "Government Capital Asset Policy, adopted September 24, 2019

It shall be the Policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 19-5 "Government Capital Asset Policy" ~~is hereby~~ adopted on September 24, 2019, is hereby amended, and a revised policy is adopted in its place, to wit:

Section I: Purpose

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement Number 34, Number 87, and Number 96, to set forth the parameters of the government accounting for capital assets. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

Section II: Capital Asset Definition

The term capital asset includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

(GASB S34, par. 19)

(GASB Codification Section 1400.103)

Section III: Capital Asset Valuation

Capital assets are reported at historical costs. This cost should include any charges that will be necessary to get the capital asset to usable condition and to its intended location. Items to be included in cost of capital asset:

- Original contract or invoice price
- Legal and title fees
- Closing costs

- Appraisal and negotiation fees
- Surveying fees
- Land preparation costs
- Demolition costs
- Developer costs
- Audit and accounting fees
- Transportation charges
- Freight and handling costs
- Storage costs necessary to transport an asset to the intended location

In the absence of the historical cost, the asset's estimated cost may be used to value the asset.

Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, should not be capitalized. Donated capital assets should be reported at the fair market value.

Section IV: Depreciation Method

Depreciation and amortization are expenditures recorded to allocate an asset's cost over its useful life. Capital assets should be depreciated or amortized over their estimated useful lives unless they are:

- Inexhaustible (e.g., land)
- Construction in progress
- Considered to have an indefinite useful life

Leon County uses straight-line depreciation (historical cost divided by the useful life and expensed evenly over the useful life) applying the half year convention method for all capital assets. This means that a half year's worth of depreciation will be taken the year the asset is acquired, and a half year's worth of depreciation will be taken in the year the asset is disposed of. It is the County's policy that capital assets have no residual value at the end of their useful life.

Depreciation does not affect the removal of a capital asset from inventory. A capital asset will remain on inventory until the end of useful life and disposed of.

Section V: Land

It is the County's policy to capitalize all acquired land. Land will never be depreciated unless evaluating is needed in the rare case of depletion of resources in the land purchased.

Items to be capitalized with the land will be:

- Purchase price or the determined fair market value if land is donated
- Preparation costs (if indefinite useful life) of basic site improvements
- Land excavation, fill, grading, drainage
- Demolition of existing buildings and improvements (less salvage)
- Removal, relocation, or reconstruction of other property on the land

- Includes related rights (unless acquired separately)
- Commissions, professional fees (title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.)

Section VI: Buildings and Building Improvements

It is the County's policy to capitalize all acquired buildings and depreciate over forty years.

Items to be capitalized as part of the building will be:

- Original purchase price and any other costs associated with getting the building ready for use
- All costs associated with the original construction of a building

Leon County requires that any improvements over $100,000 will be added to the cost of the building it is improving and depreciated over five to thirty years with the average being twenty years.

Improvements are defined as an additional value adding to the length of the useful life or increasing the service capabilities. Repairs and maintenance are not capitalized, as they only serve to retain value and as such will be expensed in the period it occurs.

Section VII: Improvements Other Than Buildings

The capitalization minimum levels for Improvements Other Than Buildings will be $50,000 and depreciated over twenty years, if the improvement is structure related, or thirty years, if the improvement is ground work related. Improvements related specifically to buildings will be evaluated under the building improvements section of capital assets and will be added to the basis of the building asset class.

Items to be capitalized with the improvements other than buildings will be:

- Fences and gates
- Parking lots
- Landscaping
- Retaining walls
- Park peripherals
- Paths and trails
- Gazebo
- Pavilions
- Recreation areas and athletic fields
- Basketball courts, playground equipment, swimming pools and tennis courts
- Shade structures
- Signals and signage
- Boat docks and ramps

Section VIII: Machinery, Vehicle, and Equipment

Equipment will be recorded on the General Property List for all amounts greater than $1,000, but equipment will be capitalized at the level of $20,000. Equipment will be depreciated over the life of the asset, which should be from five to twenty years. Currently all laptops and computers are being recorded on the general property list and expensed in the year of purchase for tracking purposes.

Items to be capitalized with the machinery, vehicle, and equipment will be, but not limited to:

- Machinery
- Computers
- Printers
- Vehicles
- Furniture

Section IX: Works of Art, Historical Treasures, and Similar Assets

Any future acquired works of art, historical treasures, or similar assets shall be capitalized if an accurate value can be determined in a cost beneficial manner, and the value of the asset is greater than $50,000. Items greater than $750 and less than $50,000 can be listed on the property list for tracking purposes.

Divisions acquiring the asset must notify the Finance Office about the asset value and estimated useful life along with a description. If the information is not available, but the asset may be of significant and historic value, the Finance Office must still be informed; a note disclosure is required. Works of art, historical treasures, or similar assets will be depreciated unless it is determined the item has an inexhaustible life. The Purchasing Division will determine the life of the asset, which for art should range from twenty to fifty years. For donated assets, fair market value will be used to determine the asset value. Due to the nature of the asset there will not be an official list of example items to be capitalized with works of art, historical treasures, and similar assets.

Section X: Infrastructure

Infrastructure is defined by GASB 34 as a long-lived capital asset that is normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets (paragraph 19). Leon County is not going to use the modified approach and as such will be depreciating the infrastructure assets over its useful life. The capitalization minimum levels for infrastructure will be $200,000 per project and depreciated over twenty to fifty years. Items greater than $100,000 and less than $200,000 will be recorded on the Infrastructure List for tracking purposes and expensed in the year of purchase. Any land that is associated with infrastructure will be recorded separately under the land section of capital assets.

Items to be capitalized with the infrastructure will include, but not limited to:

- Roads and streets including peripherals such as landscaping, curbs, gutters, sidewalks and streetlights, when incorporated into the construction project
- Bridges
- Driveways and parking barriers

- Stormwater drainage improvements
- Water and sewer utility plant, piping equipment
- Water and wastewater transmission and distribution systems

Section XI: Construction in Progress

Construction in Progress will be used as a placeholder for future asset items that have not yet been completed such as buildings, infrastructure, additions, alterations, reconstruction, and installation. Assets to be capitalized with the Construction in Progress will be determined by their asset classifications listed in this policy and will be considered capitalizable upon meeting one of the following requirements:

- The asset is placed into service
- Final acceptance from the contractor (defined below)

Final Acceptance from the Contractor

After a project has been completed, tested and inspected in accordance with contract requirement, the contract has been completed by the contractor and maintenance of the asset has switched from contractor to Leon County.

Section XII: Other Capital Assets

The Other Capital Asset category is used for assets that do not easily fit into a category listed above. Capitalization minimum levels for Other Capital Assets will be $150,000, and each asset on the list will be individually evaluated for a useful life.

Items to be capitalized with Other Capital Assets will be, but not limited to:

- Patents: A patent safeguards an original invention for a certain period of time and is granted by the United States Patent and Trademark Office. It allows for the exclusive right granted by a government to an inventor to manufacture, use, or sell an invention for a certain number of years.
- Copyrights: Copyrights protect "works of authorship," such as writings, art, architecture and music. For as long as the copyright is in effect, the copyright owner has the sole right to display, share, perform or license the material.
- Trademarks: A trademark is any word, name, symbol, or design, or any combination thereof, used in commerce to identify and distinguish the goods of one manufacturer or seller from those of another and to indicate the source of the goods.
- Use Rights: Use rights are defined as the right to utilize that land in accordance with its zoning, including any lawful departure or Consent use. "Utilization" in relation to land, means the use of land for a purpose and includes the extent of such use.
- Easements: Easements are defined as a right to cross or otherwise use someone else's land for a specified purpose. Easements are used for roads, for example, or given to utility companies for the right to bury cables or access utility lines.
- Software: Software, in a general sense, a program used to perform tasks and specific functions. The costs included in software will be the acquisition cost of software purchased "off the shelf" or software created by the government itself (internally generated) by a

contracting party acting on the government's behalf. The County will capitalize the application development stage, coding, instillation of hardware, testing costs, and data conversion to make sure the new software has everything needed to run as intended. The County will not capitalize the preliminary project stage of acquiring or creating software nor will the County capitalize the post implementation costs of training and software maintenance.

- SBITAs & Leases: Subscription-based Information Technology Arrangements and contracts that convey control of the right to use another entity's non-financial assets for a certain period of time.

Section XII: Summary of Asset Classification and Threshold

Asset	Threshold	Useful Life
Land	Capitalize All	Indefinite
Buildings	Capitalize All	40 Years
Building Improvements (Will be Capitalized as Part of Buildings)	$100,000	5 to 30 Years
Improvements Other Then Buildings	$50,000	20 to 30 Years
Machinery, Vehicle, and Equipment	$20,000	5 to 20 Years
Works of Art, Historical Treasures, and Similar Assets	$50,000	20 to 50 Years
Infrastructure	$200,000	20 to 50 Years
Construction in Progress	Use Final Intended Asset Class Threshold	Use Final Intended Asset Class Useful Life
Other Capital Asset	$150,000	Will be Individually Evaluated

Revised 10/13/2026

Leon County
Board of County Commissioners

Notes for Agenda Item #7

Leon County Board of County Commissioners

Agenda Item #7

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Opioid Litigation Settlement Funds for Fiscal Year 2027

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:	Abigail Thomas, Director, Human Services and Community Partnerships Chad Abrams, Chief, Emergency Medical Services Teresa Broxton, Director, Office of Intervention and Detention Alternatives Marcus West, Neighborhood Engagement and Community Partnerships Manager

Statement of Issue:

This item seeks Board acceptance of opioid litigation settlement funds for Fiscal Year (FY) 2027. This item also seeks authorization to approve and execute agreements with eligible treatment and support services providers and to purchase emergency equipment for opioid overdose response, consistent with State program guidance.

Fiscal Impact:

This item has a fiscal impact. For FY 2027, the County has been allocated $757,030 in opioid litigation settlement funds. A Resolution and associated Budget Amendment (Attachment #1) is provided to realize the funds into the budget.

Staff Recommendations:

Provided on the following page.

Staff Recommendation:

Option #1: Accept the $757,030 in direct and State of Florida-allocated opioid litigation settlement funds and authorize the County Administrator to approve and execute the agreement and any necessary modifications, amendments, or associated agreements with Big Bend Community Based Care, LLC, doing business as Northwest Florida Health Network, all subject to legal review and revision by the County Attorney, to utilize settlement funds for the provision of substance abuse treatment services resulting from opioid abuse and the purchase of EMS equipment to address opioid use disorders in the community.

Option #2: Approve the Resolution and associated Budget Amendment necessary to realize the funds into the budget (Attachment #1).

Option #3: Authorize the County Administrator to approve and execute an agreement and any necessary modifications, amendments, or associated agreements with DISC Village, Inc., all subject to legal review and revision by the County Attorney, to provide substance abuse treatment and ancillary services resulting from opioid abuse.

Option #4: Authorize the County Administrator to approve and execute an agreement and any necessary modifications, amendments, or associated agreements with 2-1-1 Big Bend, Inc., all subject to legal review and revision by the County Attorney, to provide transportation to individuals seeking treatment for substance abuse through the Lyft Transportation Program.

Report and Discussion

Background:

This item seeks Board acceptance of opioid litigation settlement funds for FY 2027. This item also seeks authorization to approve and execute agreements with eligible treatment and support services providers and to purchase emergency equipment for opioid overdose response, consistent with State program guidance.

This item advances the following FY 2022 – FY 2026 Strategic Initiatives:

- *Support law enforcement and community partners' programs and initiatives to address the causes and impacts of drug related crimes in our community. (2022-34)*
- *Implement efforts to enhance access and delivery of human services in the community in partnership with 2-1-1 Big Bend through the 24-hour Helpline, Lyft Transportation Program, Community Information System and other efforts. (2024-71)*
- *Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)*

These particular Strategic Initiatives align with the Board's Quality of Life Strategic Priorities:

- *(Q3) Provide essential public infrastructure and services while supporting early intervention and prevention strategies.*
- *(Q4) Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need.*

In 2018, the Board authorized the County's participation in multidistrict opioid litigation against opioid manufacturers, resulting in significant settlement funds allocated to mitigate opioid impacts. On September 14, 2021, the Board approved a Memorandum of Understanding with the Attorney General to participate in settlement negotiations collectively with the State and other local governments. Based on the litigation and subsequent settlements, the Attorney General's Office provided notification in April 2023 that the County would receive approximately $1.9 million over an 18-year period directly from opioid manufacturers and pharmaceutical companies.

In addition, Northwest Florida Health Network (NWFHN) notified the County in the fall of 2023 that the County would receive an additional $11.6 million in settlement funds through the State over an 18-year period for a total of $13.5 million. Pursuant to the settlement agreement, all proceeds are restricted to the abatement and treatment of opioid use disorder and other limited uses such as mental health and substance abuse recovery and support. NWFHN is allocating the funds on behalf of the Department of Children and Families (DCF). Pursuant to Florida Statutes, NWFHN serves as the local managing entity to plan, coordinate, and contract for the delivery of community mental health and substance abuse services across an 18-county region in Northwest Florida, including Leon County.

Over the past four years, the County has received nearly $4.2 million in direct and State opioid settlement funds. Consistent with the permissible uses of these funds, the Board has allocated funding to expand medication-assisted treatment (MAT) and counseling services for long-term recovery; provide substance abuse treatment and ancillary support for justice-impacted individuals; provide transportation to individuals seeking treatment and support services; and upgrade EMS equipment to improve emergency response to opioid overdoses.

At the October 14, 2025, meeting, the Board allocated $926,843 for FY 2026, which included funds for the provision of substance abuse treatment and ancillary services resulting from opioid abuse, the purchase of EMS equipment to address opioid use disorders, and transportation assistance for individuals seeking treatment. Further, at the June 9, 2026, meeting, the Board accepted $10,790 in additional opioid settlement funds for FY 2026 to be allocated to DISC Village, Inc. (DISC Village) for treatment services to individuals with opioid and substance use disorders. At that time, the Board also approved the extension of the current opioid contracts through September 30, 2027, with DISC Village, Leon County Sheriff's Office (LCSO), and 2-1-1 Big Bend, Inc. (2-1-1 Big Bend).

The following Analysis section provides an update on the FY 2026 funds that were allocated by the Board and recommendations for the expenditure of FY 2027 funds. The recommendations include continuing to contract with DISC Village to provide MAT, substance abuse treatment, and ancillary services to individuals with opioid and substance use disorders. DISC Village is recognized by the State to provide substance abuse prevention and treatment services in the Big Bend Region. In addition, consistent with the County's Strategic Initiative, it is recommended that the County continue to contract with 2-1-1 Big Bend to address the transportation needs of residents with opioid use disorders. It is also recommended to continue to utilize funds for critical updates to EMS equipment to better respond to opioid overdoses.

Analysis:

Update on FY 2026 Opioid Settlement Funding

The opioid overdose rate in Leon County continues to remain low compared to the State. Overall, opioid overdoses in the County per 10,000 individuals have decreased from 3.93 to 3.79 between August 2025 and July 2026. Statewide overdoses per 10,000 individuals have also decreased from 9.64 to 8.30 over the same time period. While overdoses are trending downward, the County and its partners remain committed to addressing the needs of individuals with opioid and substance use disorders by providing treatment and ancillary services to further reduce overdoses in the community. As previously mentioned, to support this work the County allocated $926,843 in FY 2026, which included $751,843 for the provision of substance abuse treatment and ancillary services resulting from opioid abuse, $100,000 for the purchase of EMS equipment to address opioid use disorders, and $75,000 to provide transportation assistance for individuals seeking treatment.

Disc Village

As directed by the Board, the County contracted with DISC Village for treatment of substance use disorders through medication-assisted treatment, counseling, prevention, and support services, including peer support groups, recovery coaching, access to housing, job training, and educational resources. DISC Village is a not-for-profit agency recognized by the State to provide substance abuse prevention and treatment services in the Big Bend Region. DISC Village is also recognized by the State as a certified Substance Abuse Treatment provider, is the only local provider of MAT, and currently contracts with NWFHN to provide services throughout the Big Bend Region.

MAT is the use of medications in combination with counseling and behavioral therapies, which the U.S. Food and Drug Administration has reported is effective in the treatment of opioid use disorders and can assist in long-term recovery. In FY 2026, DISC Village provided 2,813 sessions of MAT medical and other outpatient services to approximately 1,360 Leon County residents, including criminal justice involved individuals.

Also, as part of the Board's direction, the County, in partnership with criminal justice partners such as the State Attorney's Office, the Public Defender's Office, and Leon County Court Administration, launched substance abuse services through DISC Village in the fall of 2024 for Leon County residents involved in the criminal justice system (i.e., pre-trial release, probation, etc.). In FY 2026, DISC provided 1,111 sessions of MAT medical and other outpatient services to 102 unduplicated justice-involved clients. These services included detailed substance abuse evaluations, counseling, prevention, and other support services. Further, in FY 2026, DISC Village also began conducting MAT treatment within the Leon County Detention Facility (LCDF), allowing eligible individuals to initiate treatment while incarcerated and connect with needed services prior to reentry into the community.

EMS Equipment Upgrade

The Board has also allocated $100,000 for the coordination of emergency response related to opioid overdoses to upgrade EMS equipment to better respond to opioid overdose calls. This funding was utilized to purchase four transport ventilators. This equipment provides mechanical breathing support for patients who are unable to adequately breathe on their own, ensuring consistent oxygen delivery during transport and stabilizing respiratory function in critical situations such as opioid-induced respiratory depression. These upgrades aim to improve patient outcomes by enabling more efficient management of opioid overdoses during critical emergencies.

LCSO

The County contracted with LCSO to provide substance abuse treatment for incarcerated individuals in the LCDF. In January 2026, LCSO launched a 12-week substance use treatment program in coordination with DISC Village for incarcerated individuals in the LCDF, focused on recovery and reducing recidivism. So far, the program has provided weekly group therapy sessions. Individuals returning from incarceration can continue treatment with DISC Village. LCSO will continue to use previously allocated funding throughout FY 2027 to support the substance use treatment program at the LCDF.

2-1-1 Lyft Program

The County also contracted with 2-1-1 Big Bend for the Lyft Transportation Program to provide transportation assistance to individuals seeking treatment services at DISC Village or other substance treatment facilities. The expansion of the Lyft Transportation Program aligned with recommendations from NWFHN to enhance the emergency response network by ensuring individuals seeking treatment had transportation access to obtain treatment. In FY 2026, the Lyft Transportation Program provided over 575 rides for individuals receiving substance use treatment and ancillary services.

Recommendations for FY 2027 Opioid Settlement Funding

As mentioned earlier, for FY 2027, the County has received or been allocated $757,030 directly from opioid manufacturers and pharmaceutical companies ($135,244) and through the State of Florida ($621,786). The opioid litigation settlement funds allocated to the County must be utilized to specifically address substance abuse and mental health issues resulting from opioid abuse and for coordination of emergency response related to opioid overdoses. The County must submit an implementation plan annually on the proposed use of opioid settlement funds. The County meets regularly with NWFHN to ensure proposed recommendations for the use of the opioid settlement funds are aligned with the settlement agreements. Therefore, as advised by NWFHN and based on funding restrictions, it is recommended that the County utilize the FY 2027 funding for the following:

- Contract with DISC Village, Inc., for Substance Abuse Treatment and Ancillary Services

  It is recommended that the County continue to contract with DISC Village to provide substance abuse treatment and ancillary services that would include MAT, counseling, and behavioral therapy to address opioid withdrawal, peer support, and group therapy. DISC Village would also provide substance abuse treatment, as well as ancillary recovery and support services to people involved in the criminal justice system in coordination with the County and criminal justice partners. Similar to previous agreements, the FY 2027 agreement with DISC Village would detail the anticipated number of clients to be served, the required coordination with community partners, and referral process through first responders, criminal justice partners, and self-referrals. The County would contract with Disc Village in an amount up to $583,890.

- Update EMS vehicle equipment to better respond to opioid overdose calls

  It is recommended that the County allocate $128,140 specifically for the coordination of emergency response related to opioid overdoses to be utilized for continued upgrades to EMS equipment and the purchase of suction units and cardiac monitors to better respond to opioid overdose calls. Suction units clear physical blockages in a patient's airway to restore proper airflow and cardiac monitors track heart rates during opioid overdose to detect drops in heart rate or cardiac arrest. These upgrades are part of a multi-year investment to outfit all EMS vehicles with advanced tools to respond more effectively to opioid overdose calls and ensure smoother transitions to treatment services. The County will utilize the funds to purchase approximately 20 suction units and two cardiac monitors with funds allocated in FY 2027.

- Contract with 2-1-1 Big Bend, Inc., for Transportation to Substance Abuse Treatment

  It is recommended that the County continue to contract with 2-1-1 Big Bend to utilize opioid settlement funding to provide free transportation through the Lyft Transportation Program to ensure individuals with opioid and substance use disorders have access to critical treatment services. 2-1-1 Big Bend coordinates with homeless outreach teams, DISC Village, LCSO, and other partners to increase utilization and ensure that residents are aware of and have access to the expanded transportation resource. The County would contract up with 2-1-1 Big Bend in an amount up to $45,000.

Conclusion

The County has been steadfast in utilizing settlement funds to ensure residents with opioid and substance use disorder have access to critical treatment and ancillary services. As described throughout this agenda item, continued partnership with DISC Village to provide prevention and intervention resources as well as upgrades to EMS equipment and transportation assistance through 2-1-1 Big Bend have been essential to responding to the complex needs of individuals with opioid and substance use disorders. Agenda items will continue to be brought back to the Board annually to provide an update on the County investment with the settlement funds to combat opioid and substance abuse in the community.

Options:

1. Accept the $757,030 in direct and State of Florida-allocated opioid litigation settlement funds and authorize the County Administrator to approve and execute the agreement and any necessary modifications, amendments, or associated agreements with Big Bend Community Based Care, Inc., doing business as Northwest Florida Health Network, all subject to legal review and revision by the County Attorney, to utilize settlement funds for the provision of substance abuse treatment services resulting from opioid abuse and the purchase of EMS equipment to address opioid use disorders in the community.
2. Approve the Resolution and associated Budget Amendment necessary to realize the funds into the budget (Attachment #1).
3. Authorize the County Administrator to approve and execute an agreement and any necessary modifications, amendments, or associated agreements with DISC Village, Inc., all subject to legal review and revision by the County Attorney, to provide substance abuse treatment and ancillary services resulting from opioid abuse.
4. Authorize the County Administrator to approve and execute an agreement and any necessary modifications, amendments, or associated agreements with 2-1-1 Big Bend, Inc., all subject to legal review and revision by the County Attorney, to provide transportation to individuals seeking treatment for substance abuse through the Lyft Transportation Program.
5. Board direction.

Recommendation:

Options #1 through #4

Attachment:

1. Resolution and Budget Amendment

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2026/2027; and,

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

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

Adopted this 13th day of October, 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:_____

FISCAL YEAR 2026/2027
BUDGET AMENDMENT REQUEST

No: BAB27002
Date: 10/2/2026

Agenda Item No:
Agenda Item Date: 10/13/2026

County Administrator
Vincent S. Long

Assistant County Administrator
Ken Morris

Request Detail

Revenues

Account Information							
Fund	*Org*	*Acct*	*Prog*	*Title*	Current Budget	Change	Adjusted Budget
118	925018	399900	000	Opioid Settlement DIRECT	-	135,244	135,244
118	925019	369351	000	Opioid Settlement NWFHN	-	621,786	621,786
				Subtotal:		757,030	

Expenditures

Account Information							
Fund	*Org*	*Acct*	*Prog*	*Title*	Current Budget	Change	Adjusted Budget
118	925018	53400	569	Other Contractual Services	-	135,244	135,244
118	925019	53400	569	Other Contractual Services	-	493,646	493,646
118	925019	55408	569	Machinery & Equipment	-	128,140	128,140
				Subtotal:		757,030	

Purpose of Request

This budget amendment realizes $757,030 in Opioid Litigation Settlement funds. The funds will be utilized for contractual services for substance abuse treatment services and upgraded EMS equipment to address opioid use disorders in the community.

Division/Department
2308/23

Georgette Daniels, Budget Manager

Roshaunda Bradley, Budget Director

Approved By: **Resolution** [X] **Motion** [ ] **Administrator** [ ]

Leon County
Board of County Commissioners

Notes for Agenda Item #8

Leon County Board of County Commissioners

Agenda Item #8

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Child Protection Examinations Agreement with the University of Florida

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:	Abigail Thomas, Director, Office of Human Services and Community Partnerships

Statement of Issue:

As required by Florida Statutes, this item seeks Board authorization to approve and execute an agreement with the University of Florida Board of Trustees for the provision of state-mandated child protection examinations for Fiscal Year (FY) 2027.

Fiscal Impact:

This item has a fiscal impact. The annual cost of child protection examinations mandated by the State is $35,000, which is included in the FY 2027 budget.

Staff Recommendation:

Option #1: Authorize the County Administrator to approve and execute an agreement with the University of Florida Board of Trustees for the provision of state-mandated child protection examinations for FY 2027, and to approve and execute any necessary modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

As required by Florida Statutes, this item seeks Board authorization to approve and execute an agreement with the University of Florida Board of Trustees (UF) for the provision of state-mandated child protection examinations for FY 2027. In accordance with Section 39.304(5), Florida Statutes, counties are required to incur the initial costs of the examination of children who are alleged to have been abused, abandoned, or neglected. The examinations are conducted by a Child Protection Team (CPT) designated and overseen by the Florida Department of Health (DOH).

In Leon County, UF is designated by DOH as the CPT to conduct the child protection examinations. CPTs receive referrals from the Department of Children and Families (DCF) and/or law enforcement and provide specialized and supportive services in processing child abuse, abandonment, or neglect cases, including forensic, medical and psychological exams. CPTs are required by law to perform physical examinations and conduct forensic interviews for each child referred by DCF and/or law enforcement to supplement the investigations of child abuse, abandonment, or neglect.

Analysis:

Under Section, 39.304(5), Florida Statutes, the County must pay the CPT designated by DOH for the initial cost incurred for child protection examinations. Therefore, the County will enter into an agreement with UF as the designated CPT. Under the terms of the Agreement, the County will pay a flat rate of $250 to UF for each examination performed on a child that resides in Leon County. The flat rate of $250 is consistent with previous years. To receive payment, UF must submit monthly invoices and reports to the County noting the dates of service, demographic information, and types of abuse cases examined, while ensuring compliance with Health Insurance Portability and Accountability Act of 1996 (HIPAA) and any other state and federal privacy laws.

In FY 2026, 105 examinations were conducted, and the County paid a total of $26,250. The number of examinations varies annually, depending on cases resulting from reports to the Florida Abuse Hotline or to law enforcement. The annual budget is developed based on an estimated number of examinations to be performed, as the actual number of examinations that will occur is unknown. On September 22, 2026, the Board approved the County's FY 2027 budget which included $35,000 for the examinations.

Upon Board authorization, the County Administrator will enter into a one-year agreement with UF for the provision of state-mandated child protection examinations for FY 2027. As mentioned earlier, UF will submit monthly invoices and reports to the County on the number of examinations conducted.

Options:

1. Authorize the County Administrator to approve and execute an agreement with the University of Florida Board of Trustees for the provision of state-mandated child protection examinations for FY 2027, and to approve and execute any necessary modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.
2. Do not authorize the County Administrator to approve and execute an agreement with the University of Florida Board of Trustees for the provision of state-mandated child protection examinations for FY 2027.
3. Board direction.

Recommendation:

Option #1

Leon County
Board of County Commissioners

Notes for Agenda Item #9

Leon County Board of County Commissioners

Agenda Item #9

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval of Certificate of Public Convenience and Necessity

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Shington Lamy, Assistant County Administrator Chad Abrams, Chief, Emergency Medical Services
Lead Staff / Project Team:	Timothy Carlson, Financial Compliance Manager

Statement of Issue:

This item seeks Board approval for the renewal of an Advanced Life Support Non-Transport Services Certificate of Public Convenience and Necessity issued to the City of Tallahassee Fire Department to provide advanced life support, first response, and non-transport services in Leon County.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Approve the renewal of the Advanced Life Support, First Responder, Non-Transport Certificate of Public Convenience and Necessity issued to the Tallahassee Fire Department (Attachment #1).

Report and Discussion

Background:

This item seeks Board approval for the renewal of an Advanced Life Support (ALS) Non-Transport Services Certificate of Public Convenience and Necessity (COPCN) to the City of Tallahassee Fire Department (TFD) (Attachment #1) to provide advanced life support, first response, and non-transport services in Leon County.

Approval of this COPCN advances the following FY 2022 – FY 2026 Strategic Initiative:

- *Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)*

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

- *(Q3) Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.*

In accordance with Section 401.25, Florida Statutes, all entities seeking to deliver emergency medical response in a county must receive a COPCN from that county. A COPCN sets standards and regulations for the provision of emergency medical services in the jurisdiction and is established by county ordinance.

Pursuant to the County Code of Laws, COPCNs are issued for three-year periods. Additionally, COPCNs require review by the County's Emergency Medical Services Advisory Council (EMSAC). The EMSAC, which membership includes County staff and medical staff from the local hospitals, is responsible for reviewing and investigating the application, along with any associated written comments, and making a recommendation to the Board.

For more than two decades, TFD has been issued a COPCN to provide ALS non-transport services in both the incorporated and unincorporated areas of the County. The current COPCN issued to TFD expires on November 8, 2026. Therefore, on June 12, 2026, the County received the TFD application for renewal of an ALS non-transport services COPCN (Attachment #2). TFD is seeking to renew the COPCN to continue providing ALS non-transport services under the same limitations established on the existing COPCN. An ALS non-transport service provides patient assessment, stabilization, medication administration, cardiac monitoring, airway management, and other emergency interventions prior to the arrival of an ambulance.

Following the review of the application, the EMSAC makes a recommendation to the Board for their consideration. A COPCN is issued upon approval of the Board. The EMSAC met on August 18, 2026, and recommends approval of the COPCN.

Analysis:

Since 2004, TFD has provided ALS non-transport services countywide with the approval of the County. As mentioned earlier, a COPCN from the County is required for TFD to deliver ALS non-transport services. In addition, the County and City Interlocal Agreement for the provisions

of Fire and Emergency Medical Services requires the City to provide ALS non-transport services in Leon County. Therefore, the Board has regularly approved the COPCN for the City. Most recently, the Board approved and issued the current ALS non-transport services COPCN to TFD at the September 12, 2023 meeting. TFD is seeking renewal of the COPCN to continue providing ALS, first responder, non-transport services, twenty-four hours per day / seven days a week, from City of Tallahassee fire apparatus (i.e. fire trucks, etc.) under the current certificate.

In accordance with Chapter 8, Article III, of the Code of Laws of Leon County, Florida (Code), the application was transmitted on June 17, 2026, to the EMSAC and to the following entities specifically listed in the ordinance: the City of Tallahassee; the Tallahassee Fire Department; Leon County Emergency Management; and, the Medical Directors of the Emergency Departments of Florida Capital Hospital and Tallahassee Memorial Hospital for review. Throughout the review process, the County received no written or public comments.

Subsequently, on August 18, 2026, the EMSAC met to review the TFD application and to formulate a recommendation to the Board for consideration. The EMSAC voted unanimously to recommend the issuance of the COPCN. Upon Board approval, the COPCN to TFD would be issued for an additional three-year period (through November 7, 2029) consistent with the County Code of Laws.

Options:

1. Approve the renewal of the Advanced Life Support, First Responder, Non-Transport Certificate of Public Convenience and Necessity issued to the Tallahassee Fire Department (Attachment #1).
2. Do not approve the renewal of the Advanced Life Support, First Responder, Non-Transport Certificate of Public Convenience and Necessity issued to the Tallahassee Fire Department.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Proposed Certificate of Public Convenience and Necessity issued to Tallahassee Fire Department
2. Application for renewal of COPCN from Tallahassee Fire Department

LEON COUNTY

Certificate of Public Convenience and Necessity

Emergency Medical Services

Whereas, the City of Tallahassee has made application for the grant of authority to provide advanced life support, first responder, non-transport services, twenty-four hours per day / seven days per week, from City of Tallahassee fire apparatus located at identified fire stations; and

Whereas, the above-named service provider affirms that it will maintain compliance with the requirements of the Raymond H. Alexandar, M.D., Emergency Medical Services Act (Chapter 401, Part III, F.S.) and rules (Chapter 64J-1, F.A.C.); and

Whereas, the above-named service provider affirms that it will comply with Chapter 8, Article III of the Code of Laws of Leon County, Florida; and

Whereas, the governing body of Leon County has considered recommendations of the Emergency Medical Services Advisory Council.

Now therefore, the Board of County Commissioners of Leon County hereby issues a Certificate of Public Convenience and Necessity to the City of Tallahassee to provide the following services only: Advanced Life Support, first responder, non-transport services, twenty-four hours per day / seven days per week from City of Tallahassee fire apparatus located at identified fire stations with limitations as prescribed on the Certificate. Advanced Life Support, first responder, non-transport services may be expanded to additional fire apparatus and stations upon the coordination of such expansion with the County. The service shall be provided within the territorial limits of Leon County, Florida. The Certificate holder shall maintain the level of service as outlined in their application throughout the term of this Certificate and shall conform and comply with all rights and duties granted by the Certificate.

Date Issued: November 8, 2026
Date of Expiration: November 7, 2029
(Unless Certificate is sooner revoked or suspended)

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: _____

TALLAHASSEE FIRE DEPARTMENT



APPLICATION FOR

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

JUNE 2026

CITY OF TALLAHASSEE

June 3, 2026

The Tallahassee Fire Department is submitting this application for renewal of our Certificate of Public Convenience and Necessity-Advanced Life Support Non-Transport to continue to provide an increased level of service to our community.

Since 1988 TFD has provided Basic Life Support to the citizens of Tallahassee and Leon County. The *Interlocal Agreement Regarding the Provision of Fire and Emergency Medical Services* allows the City of Tallahassee and Leon County to continue to utilize an existing governmental resource to provide advanced pre-hospital care to our community.

TFD looks forward to continuing working hand-in-hand with Leon County Emergency Medical Services in a positive teamwork fashion that benefits our citizens.

Respectfully,

Gene Sanders

Gene Sanders, Fire Chief
Tallahassee Fire Department
911 Easterwood Drive
Tallahassee, Florida 32311
(850) 891-6600

Posted on October 7, 2026

All-America City NATIONAL CIVIC LEAGUE

CITY HALL
300 S. Adams St.
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 • Talgov.com

JOHN E. DAILEY, Mayor
CURTIS RICHARDSON, Mayor Pro Tem
JACQUELINE "JACK" PORTER, Commissioner
JEREMY MATLOW, Commissioner
DIANNE WILLIAMS-COX, Commissioner

REESE GOAD, City Manager
AMY M. TOMAN, City Attorney
JAMES O. COOKE IV, City Treasurer-Clerk
DENNIS R. SUTTON, Inspector General

Leon County

Tallahassee, Florida 32311

Application for Certificate of Public Convenience and Necessity

Type of Application: Renewal

Advanced Life Support response – Non-Transport

1) Applicant is an unincorporated municipality:

City of Tallahassee
911 Easterwood Drive
Tallahassee, Florida 32311
850.891.6600

List of Officers and Directors:

Name	Address	Position
John E. Daily	300 South Adams Street Tallahassee, FL 32301	Mayor
Dianne Williams-Cox	300 South Adams Street Tallahassee, FL 32301	Commissioner
Jeremy Matlow	300 South Adams Street Tallahassee, FL 32301	Commissioner
Jacqueline "Jack" Porter	300 South Adams Street Tallahassee, FL 32301	Commissioner
Curtis Richardson	300 South Adams Street Tallahassee, FL 32301	Commissioner
Reese Goad	300 South Adams Street Tallahassee, FL 32301	City Manager
Gene Sanders	911 Easterwood Drive Tallahassee, FL 32311	Fire Chief

2) Type and Number of Shares Outstanding:

   Not Applicable

3) Date of Incorporation:

   Established 1825 (per Tallahassee-Leon County Planning Department 2003 Statistical Digest)

4) The City of Tallahassee has authorized the Tallahassee Fire Department to provide First Response Advanced Life Support from ten stations located within the incorporated boundaries of Tallahassee. In addition, Tallahassee Fire Department has one EMS Supervisor and the capacity to provide one additional quick response ALS non-transport vehicle when available. The City and County have mutually agreed upon these ALS station locations.

5) List all ALS stations:

   See Attachment 1 – List of Stations

6) Names and Certification numbers of all Paramedics, Emergency Medical Technicians, First Responders, or other attendants employed by the applicant.

   See Attachment 2 – Personnel EMT/PM Certification Numbers

7) Vehicle Information

   See Attachment 3 – Vehicle VIN Information

8) Ground transport written plan for vehicle replacement.

   Not Applicable

9) Ground transport service plan for non-disposable equipment replacement.

   Not Applicable

10) Air ambulance provider operation manual and FAA Part 135 Certificate.

    Not Applicable

11) Description of the applicant's communication system:

See Attachment 4 – Communications System Description
See Attachment 5 – Radio Licenses
See Attachment 7 – Leon County COPCN
See Attachment 8 – Controlled Substance Registration Certificate
See Attachment 9 – Florida EMS ALS License

12) Proposed operating budget

See Attachment 6 – Comprehensive Annual Financial Report 2021

13) Verified proof that the applicant and its employees possess all required federal and state licenses and permits:

See Attachment 2 – Personnel EMT/PM Certification Numbers
See Attachment 5 – Radio Licenses
See Attachment 7 – Leon County COPCN
See Attachment 8 – Controlled Substance Registration Certificate
See Attachment 9 – Florida EMS ALS License
See Attachment 10 – Florida EMS Vehicle Permits

14) The name of the municipalities and the description of all the geographic areas that the applicant has previously been authorized to serve, including Leon County, and any other county in Florida, or any State:

The Tallahassee Fire Department began providing Basic Life Support First Response in the unincorporated areas of Leon County in 1988 due to the Interlocal Fire Services Agreement between the City of Tallahassee and Leon County. Additionally, in 1988, TFD started BLS First Response medical care within the incorporated Tallahassee city limit. Through the interlocal City/County ALS Agreement, TFD has been providing ALS Response from 13 intercity fire apparatus since April 2004.

Advanced Life Support is provided 24 hours per day/seven days per week from 13 City of Tallahassee Fire apparatus located at various stations within the incorporated city boundaries. ALS station locations were decided upon in cooperation with Leon County.

Medical services are provided from the designated station primary response area in both the incorporated and unincorporated areas of Leon County.

See Attachment 7 – Leon County COPCN

15) List of current patient fee charges:

Not Applicable. The Tallahassee Fire Department's funding for Advanced Life Support First Response medical services is being funded through an interlocal contractual agreement between the City of Tallahassee and Leon County. TFD will not be billing patients for care provided.

16) A sworn statement signed by the applicant or his/her authorized representative stating that all the information in the application is true and correct.

See Attachment 11 – Sworn statement from Fire Chief Gene Sanders.

17) A list of medical equipment and supplies to be supplied, equipped, and maintained in each emergency medical services vehicle:

See Attachment 12 – Apparatus Inventory Sheets (ALS/BLS)

18) A statement, policy, certificate, or irrevocable letter of commitment to insure:

See Attachment 13 – Evidence of Self-Insurance (vehicle)
See Attachment 14 – Professional Liability

19) Compilation statement showing assets and liabilities prepared by a certified public accountant.

See Attachment 6 – Comprehensive Annual Financial Report 2021

20) A copy of the applicant's management plan, which shall include a copy of standard operating procedures.

See Attachment 15 - Management Plan/ Organizational Chart

21) Proof that the applicant has employed or contracted with the qualified Medical Director.

See Attachment 16 – Interlocal Agreement Regarding the Provision of Fire and Emergency Medical Services.

List of Tallahassee Fire Department ALS Fire Stations

Fire Station 1
327 North Adams Street
Tallahassee, FL 32301

Fire Station 2
2805 Sharer Road
Tallahassee, FL 32312

Fire Station 3
3005 South Monroe Street
Tallahassee, FL 32303

Fire Station 4
2899 West Pensacola Street
Tallahassee, FL 32304

Fire Station 6
2901 Apalachee Parkway
Tallahassee, FL 32301

Fire Station 7
2805 Shamrock South
Tallahassee, FL 32309

Fire Station 8
2423 Hartsfield Road
Tallahassee, FL 32303

Fire Station 9
3205 Thomasville Road
Tallahassee, FL 32312

Fire Station 10
5323 Tower Road
Tallahassee, FL 32303

Fire Station 15
1445 Bannerman Road
Tallahassee, FL 32312

Fire Station 16
913 Easterwood Drive
Tallahassee, FL 32311

The locations above were mutually agreed upon as required in the interlocal *Agreement Providing for Advanced Life Support Services*. Any additional ALS units are also addressed in this agreement and require negotiation between the City and County.

Personnel Name	Employee Number	Certification or License Name	Certification or License Number	Issue Date	Expiration Date
ACRES, TAYLOR	21687	Emergency Medical Technician (EMT)	EMT592561	3/26/2025	12/1/2026
AHERN, ALEXANDER	20544	Emergency Medical Technician (EMT)	EMT564035	10/11/2024	12/1/2026
ALLEN, JAMES O. III	96754	Emergency Medical Technician (EMT)	EMT307345	10/2/2024	12/1/2026
ANDERSEN, JOSEPH	15189	Emergency Medical Technician (EMT)	EMT521359	10/23/2024	12/1/2026
ANDERSON, JOSEPH(MIKE)	95899	Emergency Medical Technician (EMT)	EMT307497	9/6/2024	12/1/2026
ANDERSON, LEVI	21934	Emergency Medical Technician (EMT)	EMT597618	12/10/2025	12/1/2026
ANDERSON, REGAN	13566	Emergency Medical Technician (EMT)	EMT518576	9/14/2024	12/1/2026
ANDERSON, RYAN	19040	Emergency Medical Technician (EMT)	EMT578511	9/20/2024	12/1/2026
ATKINSON, WILLIAM	13745	Emergency Medical Technician (EMT)	EMT591441	2/11/2025	12/1/2026
BAILEY, ADAM	16934	Emergency Medical Technician (EMT)	EMT565265	9/18/2024	12/1/2026
BAILEY, ANDRE	21944	Emergency Medical Technician (EMT)	EMT599485	2/28/2026	12/1/2026
BARFIELD, LEE	99266	Emergency Medical Technician (EMT)	EMT516106	10/15/2024	12/1/2026
BARKER, VERNON DAVID	16937	Emergency Medical Technician (EMT)	EMT561472	9/6/2024	12/1/2026
BARLOWE, TRAVIS	16938	Emergency Medical Technician (EMT)	EMT565110	10/3/2024	12/1/2026
BARRINEAU, COLIN	19055	Emergency Medical Technician (EMT)	EMT568226	9/6/2024	12/1/2026
BARRINER, LAURENTIUS	17576	Emergency Medical Technician (EMT)	EMT569902	9/24/2024	12/1/2026
BAYNON, MICHAEL	21875	Emergency Medical Technician (EMT)	EMT586380	8/17/2024	12/1/2026
BEAM, ERICK	99441	Emergency Medical Technician (EMT)	EMT521906	9/17/2024	12/1/2026
BECKETT, DALLAS	16081	Emergency Medical Technician (EMT)	EMT552536	9/13/2024	12/1/2026
BELLAMY, MICHAEL	92255	Emergency Medical Technician (EMT)	EMT86754	9/15/2024	12/1/2026
BLESSING, DAVID	21933	Emergency Medical Technician (EMT)	EMT597616	12/10/2025	12/1/2026
BOLDT, BRADLEY	99264	Emergency Medical Technician (EMT)	EMT518924	10/1/2024	12/1/2026
BOWERS, WARREN	10213	Emergency Medical Technician (EMT)	EMT531393	9/12/2024	12/1/2026
BOYD, KERRY	96968	Emergency Medical Technician (EMT)	EMT307359	11/8/2024	12/1/2026
BOZEMAN, CHASE	18935	Emergency Medical Technician (EMT)	EMT571749	9/14/2024	12/1/2026
BRADY, JEFFREY	99267	Emergency Medical Technician (EMT)	EMT524128	9/18/2024	12/1/2026
BROWN, KAMARI	21319	Emergency Medical Technician (EMT)	EMT595797	8/30/2025	12/1/2026
BROWN, TYSON	21727	Emergency Medical Technician (EMT)	EMT594663	6/26/2025	12/1/2026
BROYLES, DYLAN	17577	Emergency Medical Technician (EMT)	EMT544887	10/3/2024	12/1/2026
BRUBACHER, MILES	22143	Emergency Medical Technician (EMT)	EMT596479	9/26/2025	12/1/2026
BRUHN, SAMUEL	21703	Emergency Medical Technician (EMT)	EMT591673	2/18/2025	12/1/2026
BRUNER, DEVIN	10571	Emergency Medical Technician (EMT)	EMT554273	10/30/2024	12/1/2026
BURNETT, KAITLYN	14291	Emergency Medical Technician (EMT)	EMT537679	9/6/2024	12/1/2026
BURNS, THOMAS	12838	Emergency Medical Technician (EMT)	EMT541554	11/19/2024	12/1/2026
BUTLER, BRITTANY	98425	Emergency Medical Technician (EMT)	EMT517630	9/19/2024	12/1/2026
CAMP, CASEY	18933	Emergency Medical Technician (EMT)	EMT553590	9/4/2024	12/1/2026
CARLSON-MOORE, DAN	13565	Emergency Medical Technician (EMT)	EMT545972	10/17/2024	12/1/2026
CARNEY, STEPHEN	13563	Emergency Medical Technician (EMT)	EMT547006	10/16/2024	12/1/2026
CARPENTER, BRANDON	97217	Emergency Medical Technician (EMT)	EMT510475	9/10/2024	12/1/2026
CHEN, ERIC	21191	Emergency Medical Technician (EMT)	EMT593521	5/10/2025	12/1/2026
CIARLARIELLO, JOSHUA	13928	Emergency Medical Technician (EMT)	EMT587161	3/2/2024	12/1/2024
CLARY, ROBERT	98424	Emergency Medical Technician (EMT)	EMT512076	10/2/2024	12/1/2026
COBB, CONNOR	18998	Emergency Medical Technician (EMT)	EMT597692	12/13/2025	12/1/2026
COE, MATTHEW	96971	Emergency Medical Technician (EMT)	EMT510284	9/14/2024	12/1/2026
COE, MICHAEL	92596	Emergency Medical Technician (EMT)	EMT510285	9/20/2024	12/1/2026
COLAIRE, BRANDON	96090	Emergency Medical Technician (EMT)	EMT508584	9/18/2024	12/1/2026
COLIN, JEAN-PIERRE	13567	Emergency Medical Technician (EMT)	EMT546031	9/10/2024	12/1/2026
COLON, JUAN	12658	Emergency Medical Technician (EMT)	EMT544472	10/17/2024	12/1/2026
COOKSEY, TOM	94844	Emergency Medical Technician (EMT)	EMT78665	9/10/2024	12/1/2026
CORLEY, BRANDON	18397	Emergency Medical Technician (EMT)	EMT573558	9/24/2024	12/1/2026
CORRIVEAU, CHAD	13678	Emergency Medical Technician (EMT)	EMT593653	5/15/2025	12/1/2026

CORTES, ERIN	21943	Emergency Medical Technician (EMT)	EMT597637	12/17/2025	12/1/2026
CUEVAS, MARK	96965	Emergency Medical Technician (EMT)	EMT556229	11/12/2024	12/1/2026
CUEVAS, MATTHEW	99443	Emergency Medical Technician (EMT)	EMT522306	10/17/2024	12/1/2026
CULP, LOGAN	21728	Emergency Medical Technician (EMT)	EMT599117	2/5/2026	12/1/2026
CULP, SCOTT	93122	Emergency Medical Technician (EMT)	EMT85654	11/19/2024	12/1/2026
CURRY, WILLIAM	11966	Emergency Medical Technician (EMT)	EMT532284	9/4/2024	12/1/2026
DAVIS, DIANTE'	20004	Emergency Medical Technician (EMT)	EMT578493	10/16/2024	12/1/2026
DAVIS, ELIZABETH	16069	Emergency Medical Technician (EMT)	EMT547230	11/15/2024	12/1/2026
DAVIS, JONATHAN	20327	Emergency Medical Technician (EMT)	EMT519692	9/7/2024	12/1/2026
DAVIS, LANDON	11970	Emergency Medical Technician (EMT)	EMT535657	9/18/2024	12/1/2026
DAWSON, JA'REL	15187	Emergency Medical Technician (EMT)	EMT555010	11/8/2024	12/1/2026
DAZEVEDO, MARK	20931	Emergency Medical Technician (EMT)	EMT80077	9/10/2024	12/1/2026
DEHANEY, DION	16932	Emergency Medical Technician (EMT)	EMT564418	10/8/2024	12/1/2026
DESIR, DARREN	18931	Emergency Medical Technician (EMT)	EMT571375	9/19/2024	12/1/2026
DICKINSON, GAVIN	11634	Emergency Medical Technician (EMT)	EMT548291	9/17/2024	12/1/2026
DOUGLAS, JACOB	21192	Emergency Medical Technician (EMT)	EMT590606	12/12/2024	12/1/2026
DROESSLER, CHARLES	13489	Emergency Medical Technician (EMT)	EMT531101	11/8/2024	12/1/2026
DUDLEY, DARRIUS	11163	Emergency Medical Technician (EMT)	EMT529358	9/19/2024	12/1/2026
EASTMAN, BRANDON	99662	Emergency Medical Technician (EMT)	EMT553557	9/6/2024	12/1/2026
ESPINOSA, ANTHONY	97801	Emergency Medical Technician (EMT)	EMT514640	9/5/2024	12/1/2026
EVANS, CHANDLER	10690	Emergency Medical Technician (EMT)	EMT527256	9/7/2024	12/1/2026
FARRELL, SEAN	21188	Emergency Medical Technician (EMT)	EMT590676	12/18/2024	12/1/2026
FERNANDEZ, ZACH	13478	Emergency Medical Technician (EMT)	EMT529919	10/12/2024	12/1/2026
FINKLEA, KYNDELL	18398	Emergency Medical Technician (EMT)	EMT557632	9/26/2024	12/1/2026
FLANDERS, JERRY	15186	Emergency Medical Technician (EMT)	EMT546381	11/27/2024	12/1/2026
FLEMING, JEFFREY	92261	Emergency Medical Technician (EMT)	EMT86969	10/10/2024	12/1/2026
FLETCHER, TRAVIS	12170	Emergency Medical Technician (EMT)	EMT529210	10/25/2024	12/1/2026
FRY, KIERAN	18649	Emergency Medical Technician (EMT)	EMT576167	10/19/2024	12/1/2026
GAINES, KAYLA	21871	Emergency Medical Technician (EMT)	EMT579245	9/4/2024	12/1/2026
GALLAGHER, BRENDON	21316	Emergency Medical Technician (EMT)	EMT587644	4/26/2024	12/1/2026
GARCIA, ROBERTO	99271	Emergency Medical Technician (EMT)	EMT524554	9/7/2024	12/1/2026
GATLIN, JOHN M	14292	Emergency Medical Technician (EMT)	EMT552637	11/9/2024	12/1/2026
GAVIN, JAMEL	16940	Emergency Medical Technician (EMT)	EMT555225	11/8/2024	12/1/2026
GAW, KASSIDY	21189	Emergency Medical Technician (EMT)	EMT590861	1/7/2025	12/1/2026
GORDON, ADAM	14294	Emergency Medical Technician (EMT)	EMT552890	10/1/2024	12/1/2026
GRANT, JAYE	98820	Emergency Medical Technician (EMT)	EMT519824	9/6/2024	12/1/2026
GRAY, ELIZAH	94490	Emergency Medical Technician (EMT)	EMT566261	10/24/2024	12/1/2026
GREISL, JASON	35458	Emergency Medical Technician (EMT)	EMT79481	10/1/2024	12/1/2026
GRIFFIN, DYLAN	18651	Emergency Medical Technician (EMT)	EMT573490	11/27/2024	12/1/2026
GRIGG, LOGAN	13482	Emergency Medical Technician (EMT)	EMT548296	9/7/2024	12/1/2026
GRUVER, STEVEN	12837	Emergency Medical Technician (EMT)	EMT539088	9/6/2024	12/1/2026
GUZMAN, ANGEL	10691	Emergency Medical Technician (EMT)	EMT528265	10/8/2024	12/1/2026
HALL, BRANDON	96967	Emergency Medical Technician (EMT)	EMT506636	9/7/2024	12/1/2026
HALL, BRODY	21729	Emergency Medical Technician (EMT)	EMT597589	12/9/2025	12/1/2026
HANCOCK, ASHLEY	12171	Emergency Medical Technician (EMT)	EMT536933	9/18/2024	12/1/2026
HARRIS, PATRICK	21688	Emergency Medical Technician (EMT)	EMT593544	5/15/2025	12/1/2026
HAUSHERR, BRIAN	21199	Emergency Medical Technician (EMT)	EMT526431	8/17/2024	12/1/2026
HAYES, PHILLIP	15329	Emergency Medical Technician (EMT)	EMT552137	10/1/2024	12/1/2026
HAYNES, TREVINO	99444	Emergency Medical Technician (EMT)	EMT517243	10/8/2024	12/1/2026
HELTON, LEVI	21692	Emergency Medical Technician (EMT)	EMT593633	5/15/2025	12/1/2026
HENDERSON, CLINTON	10693	Emergency Medical Technician (EMT)	EMT530634	9/25/2024	12/1/2026
HERNANDEZ, SANTIAGO	21190	Emergency Medical Technician (EMT)	EMT593509	5/10/2025	12/1/2026
HILL, BRIAN	94012	Emergency Medical Technician (EMT)	EMT303149	9/10/2024	12/1/2026
HINDLE, CHRISTOPHER	10214	Emergency Medical Technician (EMT)	EMT530161	10/8/2024	12/1/2026
HINDLE, KURT	95177	Emergency Medical Technician (EMT)	EMT88638	9/4/2024	12/1/2026

Posted on October 5, 2026

HOLLAND, BRENT	10221	Emergency Medical Technician (EMT)	EMT519496	9/10/2024	12/1/2026
HUNT, CHRISTOPHER	10695	Emergency Medical Technician (EMT)	EMT526647	9/17/2024	12/1/2026
INSERRA, TODD	99761	Emergency Medical Technician (EMT)	EMT519537	9/14/2024	12/1/2026
JENKINS, CHADDRICK	19043	Emergency Medical Technician (EMT)	EMT578669	9/6/2024	12/1/2026
JENKINS, DICARRIO	12656	Emergency Medical Technician (EMT)	EMT542904	10/2/2024	12/1/2026
JOHNSON, CHRISTOPHER	13568	Emergency Medical Technician (EMT)	EMT544837	8/29/2024	12/1/2026
JOHNSON, DONALD	14296	Emergency Medical Technician (EMT)	EMT552750	9/6/2024	12/1/2026
JONES, RICHARD	15133	Emergency Medical Technician (EMT)	EMT565617	10/1/2024	12/1/2026
JONES, ROMAN	11971	Emergency Medical Technician (EMT)	EMT537437	9/24/2024	12/1/2026
JORGENSEN, JAMES	21693	Emergency Medical Technician (EMT)	EMT593518	5/10/2025	12/1/2026
JOYNER, BAYLEE	21950	Emergency Medical Technician (EMT)	EMT593923	5/24/2025	12/1/2026
KERCHER, TIM	93115	Emergency Medical Technician (EMT)	EMT79496	10/5/2024	12/1/2026
KHALIL, ABDEL	20543	Emergency Medical Technician (EMT)	EMT583107	9/19/2024	12/1/2026
KIMBREL, JONATHAN	97803	Emergency Medical Technician (EMT)	EMT511797	10/29/2024	12/1/2026
KING, TIMOTHY	20537	Emergency Medical Technician (EMT)	EMT578605	10/22/2024	12/1/2026
KNOWLES, GRANVILLE	95211	Emergency Medical Technician (EMT)	EMT69437	9/13/2024	12/1/2026
KOCH, BLAKE	22140	Emergency Medical Technician (EMT)	EMT595041	7/22/2025	12/1/2026
KOCH, VICTOR	99760	Emergency Medical Technician (EMT)	EMT505772	9/4/2024	12/1/2026
KOHLER, ROBERT	98926	Emergency Medical Technician (EMT)	EMT572041	10/31/2024	12/1/2026
KOSTIC, DANIEL	11337	Emergency Medical Technician (EMT)	EMT534619	10/2/2024	12/1/2026
LABRADOR, LUKE	21873	Emergency Medical Technician (EMT)	EMT581415	11/30/2024	12/1/2026
LAMB, REID	11338	Emergency Medical Technician (EMT)	EMT524262	9/13/2024	12/1/2026
LASTINGER, COOPER	20844	Emergency Medical Technician (EMT)	EMT588129	5/24/2024	12/1/2026
LAWHON, JEFF	94320	Emergency Medical Technician (EMT)	EMT303376	11/1/2024	12/1/2026
LAWHON, JONAH	20006	Emergency Medical Technician (EMT)	EMT580139	9/7/2024	12/1/2026
LAWHON, TRENTON	20002	Emergency Medical Technician (EMT)	EMT583814	10/2/2024	12/1/2026
LAYNE, BENJAMIN	99759	Emergency Medical Technician (EMT)	EMT523955	11/16/2024	12/1/2026
LEBOEUF, MICHAEL	21337	Emergency Medical Technician (EMT)	EMT590644	12/13/2024	12/1/2026
LEJEUNE, ZACHARY	13570	Emergency Medical Technician (EMT)	EMT539314	9/6/2024	12/1/2026
LELAND, GEORGE	17740	Emergency Medical Technician (EMT)	EMT568171	10/8/2024	12/1/2026
LENTZ, NICHOLAS	19382	Emergency Medical Technician (EMT)	EMT571543	9/10/2024	12/1/2026
LIFORD, GENE	10865	Emergency Medical Technician (EMT)	EMT571750	9/18/2024	12/1/2026
LIHACH, MICHAEL	13481	Emergency Medical Technician (EMT)	EMT530544	10/31/2024	12/1/2026
LOPEMAN, JUSTIN	21695	Emergency Medical Technician (EMT)	EMT594305	6/10/2025	12/1/2026
LUCAS, TROY	21874	Emergency Medical Technician (EMT)	EMT599050	2/3/2026	12/1/2026
MAINWOOD, JEFFREY	19386	Emergency Medical Technician (EMT)	EMT573068	11/26/2024	12/1/2026
MANFRE, ZACHARY	21321	Emergency Medical Technician (EMT)	EMT583708	12/3/2024	12/1/2026
MANN, KYLE	20265	Emergency Medical Technician (EMT)	EMT572209	9/7/2024	12/1/2026
MANNING, GARRETT	18400	Emergency Medical Technician (EMT)	EMT571776	9/24/2024	12/1/2026
MARKS, TROY	96755	Emergency Medical Technician (EMT)	EMT307423	10/4/2024	12/1/2026
MARTINEZ, ENRIQUE	21696	Emergency Medical Technician (EMT)	EMT583921	10/15/2024	12/1/2026
MARTINI, GAGE	19041	Emergency Medical Technician (EMT)	EMT568425	10/4/2024	12/1/2026
MCADAM, ALEX	20845	Emergency Medical Technician (EMT)	EMT588973	7/27/2024	12/1/2026
MCADAMS, TYLER	16942	Emergency Medical Technician (EMT)	EMT552313	9/24/2024	12/1/2026
MCCAMMON, RODNEY	17738	Emergency Medical Technician (EMT)	EMT536937	9/11/2024	12/1/2026
MCCLELLAN, LUTHER	10698	Emergency Medical Technician (EMT)	EMT564433	11/7/2024	12/1/2026
MCCLOUD, TERRELL	97807	Emergency Medical Technician (EMT)	EMT515546	9/5/2024	12/1/2026
MCCOWN, ROBERT	98673	Emergency Medical Technician (EMT)	EMT532809	10/31/2024	12/1/2026
MCCOY, DANIEL	11165	Emergency Medical Technician (EMT)	EMT133433	9/10/2024	12/1/2026
MCCREA, TIEBOUT	14297	Emergency Medical Technician (EMT)	EMT551311	9/19/2024	12/1/2026
MCINTIRE, CHRISTOPHER	21036	Emergency Medical Technician (EMT)	EMT586743	9/12/2024	12/1/2026
MCKENZIE, JARED	15185	Emergency Medical Technician (EMT)	EMT556575	9/11/2024	12/1/2026
MCLAIN, ADRIAN	21745	Emergency Medical Technician (EMT)	EMT594559	6/21/2025	12/1/2026
MCNABB, ANDREW	99448	Emergency Medical Technician (EMT)	EMT505997	11/7/2024	12/1/2026
MCRAE, LUCAS	99767	Emergency Medical Technician (EMT)	EMT546192	10/8/2024	12/1/2026

Posted on October 5, 2026

MENDEZ, RHENY	21389	Emergency Medical Technician (EMT)	EMT601266	5/27/2026	12/1/2028
MERCADO, LIAN	18950	Emergency Medical Technician (EMT)	EMT578311	11/13/2024	12/1/2026
MEYER, ANDREW	94843	Emergency Medical Technician (EMT)	EMT304637	9/3/2024	12/1/2026
MEYER, TYSON	18296	Emergency Medical Technician (EMT)	EMT593634	5/15/2025	12/1/2026
MILLER, MARY	20003	Emergency Medical Technician (EMT)	EMT583731	9/12/2024	12/1/2026
MONK, MITCHELL	21689	Emergency Medical Technician (EMT)	EMT592515	3/22/2025	12/1/2026
MOORE, FREDDIE	15326	Emergency Medical Technician (EMT)	EMT549469	10/8/2024	12/1/2026
MORGAN, STEVEN	12835	Emergency Medical Technician (EMT)	EMT526836	10/1/2024	12/1/2026
MORRISON, DAVID	97804	Emergency Medical Technician (EMT)	EMT307625	9/10/2024	12/1/2026
MORRISON, TANNER	17974	Emergency Medical Technician (EMT)	EMT594045	5/29/2025	12/1/2026
MRAZEK, WILLIAM	19052	Emergency Medical Technician (EMT)	EMT577643	9/17/2024	12/1/2026
NEVIN-HORNYAK, GAGE	21869	Emergency Medical Technician (EMT)	EMT594770	7/1/2025	12/1/2026
OAKS, SHANE	96966	Emergency Medical Technician (EMT)	EMT508252	9/26/2024	12/1/2026
O'BRIEN, MATTHEW	10224	Emergency Medical Technician (EMT)	EMT551262	9/5/2024	12/1/2026
O'CALLAGHAN, PAYTON	18666	Emergency Medical Technician (EMT)	EMT573588	11/5/2024	12/1/2026
ORLANDO, DOUG	92104	Emergency Medical Technician (EMT)	EMT21951	9/6/2024	12/1/2026
PACE, KYLE	99758	Emergency Medical Technician (EMT)	EMT528127	9/10/2024	12/1/2026
PARKER, BRIAN	11344	Emergency Medical Technician (EMT)	EMT536192	9/24/2024	12/1/2026
PARKER, MESHEAUX	21746	Emergency Medical Technician (EMT)	EMT597696	12/13/2025	12/1/2026
PARKER, NICOLAS	21747	Emergency Medical Technician (EMT)	EMT593889	5/23/2025	12/1/2026
PATER, CHAD	96963	Emergency Medical Technician (EMT)	EMT308234	9/21/2024	12/1/2026
PATRICK, ALEX	17362	Emergency Medical Technician (EMT)	EMT588776	7/9/2024	12/1/2026
PAXTON, AYDEN	21326	Emergency Medical Technician (EMT)	EMT593421	5/7/2025	12/1/2026
PENDLETON JETT, THOMAS	20264	Emergency Medical Technician (EMT)	EMT584129	10/8/2024	12/1/2026
PERDUE, JENA	12654	Emergency Medical Technician (EMT)	EMT305641	9/5/2024	12/1/2026
PERSING, CHAD	98423	Emergency Medical Technician (EMT)	EMT306135	9/5/2024	12/1/2026
PICINIC, THOMAS	17573	Emergency Medical Technician (EMT)	EMT562828	8/21/2024	12/1/2026
PICKELS, BEN	12174	Emergency Medical Technician (EMT)	EMT536831	11/9/2024	12/1/2026
PIERRE, SOCRATES	14299	Emergency Medical Technician (EMT)	EMT549295	10/25/2024	12/1/2026
PINNOCK, NICHOLAS	18951	Emergency Medical Technician (EMT)	EMT576847	10/1/2024	12/1/2026
PINTO, JOSHUA	97215	Emergency Medical Technician (EMT)	EMT511054	9/5/2024	12/1/2026
PITTINGER, JASON	95901	Emergency Medical Technician (EMT)	EMT501481	9/18/2024	12/1/2026
PORCHER, CORDELL	21694	Emergency Medical Technician (EMT)	EMT593438	5/8/2025	12/1/2026
PRIDDY, JOHN	10700	Emergency Medical Technician (EMT)	EMT527001	9/20/2024	12/1/2026
PRITCHARD, NOAH	20550	Emergency Medical Technician (EMT)	EMT586445	10/11/2024	12/1/2026
PULLEN, CHRIS	15324	Emergency Medical Technician (EMT)	EMT530180	10/2/2024	12/1/2026
RADER, NATALIE	18952	Emergency Medical Technician (EMT)	EMT578114	11/12/2024	12/1/2026
RAINS, LANCE	98232	Emergency Medical Technician (EMT)	EMT531228	10/8/2024	12/1/2026
RAJOTTE, MADISON	16078	Emergency Medical Technician (EMT)	EMT559126	10/5/2024	12/1/2026
REGISTER, PHILLIP	97221	Emergency Medical Technician (EMT)	EMT510366	10/10/2024	12/1/2026
REID, GRAHAM	70276	Emergency Medical Technician (EMT)	EMT78575	10/8/2024	12/1/2026
RENO, KYLEE	22153	Emergency Medical Technician (EMT)	EMT601264	5/27/2026	12/1/2028
RICHARDS, JUSTIN	15322	Emergency Medical Technician (EMT)	EMT542759	10/18/2024	12/1/2026
RICHARDSON, DAN	97039	Emergency Medical Technician (EMT)	EMT573928	9/6/2024	12/1/2026
RIVERA, EMILIANO	19042	Emergency Medical Technician (EMT)	EMT578428	9/10/2024	12/1/2026
RODRIGUEZ, EMILIO	13571	Emergency Medical Technician (EMT)	EMT541723	11/30/2024	12/1/2026
ROEDER, NICHOLAS	21065	Emergency Medical Technician (EMT)	EMT598836	1/24/2026	12/1/2026
ROLLINS, TIONNE	14812	Emergency Medical Technician (EMT)	EMT601125	5/22/2026	12/1/2028
RUSCITTO, SHANNON	11967	Emergency Medical Technician (EMT)	EMT531103	11/12/2024	12/1/2026
RUTLEDGE, LEE	92260	Emergency Medical Technician (EMT)	EMT81585	9/24/2024	12/1/2026
SANDERS, EUGENE	72069	Emergency Medical Technician (EMT)	EMT74216	9/24/2024	12/1/2026
SANGREGORIO, GREGORI	15184	Emergency Medical Technician (EMT)	EMT552933	10/22/2024	12/1/2026
SCRIVENS, THOMAS	20263	Emergency Medical Technician (EMT)	EMT581931	11/5/2024	12/1/2026
SHEALY, RYAN	11168	Emergency Medical Technician (EMT)	EMT531975	11/7/2024	12/1/2026
SIMPSON, JAMAL	11972	Emergency Medical Technician (EMT)	EMT578695	10/12/2024	12/1/2026

Posted on October 5, 2026

SIMS, CHAD	98824	Emergency Medical Technician (EMT)	EMT507336	10/22/2024	12/1/2026
SMITH, CHAD	96325	Emergency Medical Technician (EMT)	EMT306283	9/14/2024	12/1/2026
SMITH, JEREMIAH	22141	Emergency Medical Technician (EMT)	EMT601364	6/2/2026	12/1/2026
SMYLY, HUNTER	11879	Emergency Medical Technician (EMT)	EMT566004	10/10/2024	12/1/2026
SORRELL, MICHAEL	96962	Emergency Medical Technician (EMT)	EMT308810	11/20/2024	12/1/2026
SPEARS, CODY	17736	Emergency Medical Technician (EMT)	EMT554646	11/22/2024	12/1/2026
SPEIGHTS, ALEX	13572	Emergency Medical Technician (EMT)	EMT544895	10/12/2024	12/1/2026
SPOONER, BRENT	11973	Emergency Medical Technician (EMT)	EMT539901	9/5/2024	12/1/2026
ST CHARLES, KIRSHNER	99273	Emergency Medical Technician (EMT)	EMT526769	10/12/2024	12/1/2026
STEELE, JESSE	11721	Emergency Medical Technician (EMT)	EMT544839	10/16/2024	12/1/2026
STEPHENS, KELSEY	21194	Emergency Medical Technician (EMT)	EMT591179	1/31/2025	12/1/2026
STEVENS, ROBERT	14298	Emergency Medical Technician (EMT)	EMT544941	10/1/2024	12/1/2026
STROMAN, CHRISTOPHER	14293	Emergency Medical Technician (EMT)	EMT549364	10/2/2024	12/1/2026
SULLIVAN, CLAYTON	20846	Emergency Medical Technician (EMT)	EMT587018	9/3/2024	12/1/2026
SULLIVAN, ROGER	79202	Emergency Medical Technician (EMT)	EMT82292	9/7/2024	12/1/2026
TAYLOR, BRIANA	99692	Emergency Medical Technician (EMT)	EMT546372	11/14/2024	12/1/2026
TAYLOR, WILLIAM	19383	Emergency Medical Technician (EMT)	EMT543985	9/3/2024	12/1/2026
TAYLOR, ZACHARY	17581	Emergency Medical Technician (EMT)	EMT552744	11/15/2024	12/1/2026
TENORIO, SAM	99450	Emergency Medical Technician (EMT)	EMT521171	10/19/2024	12/1/2026
THOMPSON, LEGEND	21748	Emergency Medical Technician (EMT)	EMT597608	12/9/2025	12/1/2026
THOMPSON, WILLIAM	16080	Emergency Medical Technician (EMT)	EMT547426	10/2/2024	12/1/2026
TILLOTSON, BRETT	98822	Emergency Medical Technician (EMT)	EMT513399	9/20/2024	12/1/2026
TILLOTSON, JOHN	10702	Emergency Medical Technician (EMT)	EMT531352	9/21/2024	12/1/2026
TIMMONS, CALEB	17582	Emergency Medical Technician (EMT)	EMT569821	11/27/2024	12/1/2026
TIMMONS, GAGE	16089	Emergency Medical Technician (EMT)	EMT558561	10/22/2024	12/1/2026
TRAMMELL, ROBERT	97581	Emergency Medical Technician (EMT)	EMT531419	9/4/2024	12/1/2026
TRYON, THOMAS	98458	Emergency Medical Technician (EMT)	EMT520308	9/10/2024	12/1/2026
VARN, RYAN	83617	Emergency Medical Technician (EMT)	EMT308285	9/12/2024	12/1/2026
VERNON, TIMOTHY	16082	Emergency Medical Technician (EMT)	EMT558121	9/25/2024	12/1/2026
VO, DUONG	17572	Emergency Medical Technician (EMT)	EMT555512	9/11/2024	12/1/2026
WALKER, JASON	92916	Emergency Medical Technician (EMT)	EMT534229	9/14/2024	12/1/2026
WARNER, GARRETT	95179	Emergency Medical Technician (EMT)	EMT306169	10/29/2024	12/1/2026
WASHINGTON, THELMON	98432	Emergency Medical Technician (EMT)	EMT307366	10/26/2024	12/1/2026
WEISS, MANUEL	99274	Emergency Medical Technician (EMT)	EMT526562	9/24/2024	12/1/2026
WELLS, JOSHUA	13573	Emergency Medical Technician (EMT)	EMT538298	9/4/2024	12/1/2026
WEST, GAGE	18673	Emergency Medical Technician (EMT)	EMT576224	9/7/2024	12/1/2026
WILKINS, CHARLES	21325	Emergency Medical Technician (EMT)	EMT592437	3/19/2025	12/1/2026
WILLIAMS, KYLE	21732	Emergency Medical Technician (EMT)	EMT599022	1/30/2026	12/1/2026
WILLIS, ALLEN	94841	Emergency Medical Technician (EMT)	EMT303668	10/22/2024	12/1/2026
WILLIS, DANIEL	96964	Emergency Medical Technician (EMT)	EMT308297	9/12/2024	12/1/2026
WOLFBERG, KEEGAN	13483	Emergency Medical Technician (EMT)	EMT535342	9/14/2024	12/1/2026
WOLFBERG, ZACHARY	11974	Emergency Medical Technician (EMT)	EMT534745	9/30/2024	12/1/2026
WOODSON, JOSEPH	16939	Emergency Medical Technician (EMT)	EMT551340	10/22/2024	12/1/2026
WRIGHT, KAFELE	95010	Emergency Medical Technician (EMT)	EMT544152	9/20/2024	12/1/2026
YATES, BRAD	11975	Emergency Medical Technician (EMT)	EMT533806	8/30/2024	12/1/2026
YORK, WILLIAM	18672	Emergency Medical Technician (EMT)	EMT576068	10/1/2024	12/1/2026
ZOTTOLI, WILLIAM	20847	Emergency Medical Technician (EMT)	EMT585762	11/20/2024	12/1/2026

Personnel Name	Employee Number	Certification or License Name	Certification or License Number	Issue Date	Expiration Date
GRANT, JAYE	98820	Paramedic	PMD522624	9/6/2024	12/1/2026
GILLETTE, IVEY	99272	Paramedic	PMD19320	9/14/2024	12/1/2026
GRAY, JEFFREY LUKE	16074	Paramedic	PMD518438	10/2/2024	12/1/2026
DUGGAR, JARROD	98430	Paramedic	PMD511710	11/23/2024	12/1/2026
DAVIS, LANDON	11970	Paramedic	PMD531121	9/18/2024	12/1/2026
MCADAMS, TYLER	16942	Paramedic	PMD532968	9/24/2024	12/1/2026
PINTO, JOSHUA	97215	Paramedic	PMD516892	9/5/2024	12/1/2026
PICKELS, BEN	12174	Paramedic	PMD526124	11/9/2024	12/1/2026
KOEGEL, ROBERT	96970	Paramedic	PMD19177	9/5/2024	12/1/2026
MILLER, CALEB	16943	Paramedic	PMD540245	10/8/2024	12/1/2026
MRAZEK, WILLIAM	19052	Paramedic	PMD544923	9/17/2024	12/1/2026
MARINI, GREG	54335	Paramedic	PMD18770	10/15/2024	12/1/2026
MCCLELLAN, LUTHER	10698	Paramedic	PMD520360	11/7/2024	12/1/2026
O'CALLAGHAN, PAYTON	18666	Paramedic	PMD546139	9/4/2024	12/1/2026
KIMBREL, JONATHAN	97803	Paramedic	PMD516278	10/29/2024	12/1/2026
HALL, BRANDON	96967	Paramedic	PMD524523	9/7/2024	12/1/2026
MORRIS, BRAD	96326	Paramedic	PMD17155	9/12/2024	12/1/2026
PICHARD, TRAVIS	96961	Paramedic	PMD511808	9/11/2024	12/1/2026
HADDEN, MICHAEL	35714	Paramedic	PMD17125	9/18/2024	12/1/2026
LAMB, REID	11338	Paramedic	PMD524821	9/13/2024	12/1/2026
MOORE, BRETT	98821	Paramedic	PMD520309	9/6/2024	12/1/2026
SIMMONS, SCOTT	93796	Paramedic	PMD10608	9/14/2024	12/1/2026
WOLFBERG, KEEGAN	13483	Paramedic	PMD533923	9/14/2024	12/1/2026
SPILLE, BRIAN	18665	Paramedic	PMD545557	5/3/2024	12/1/2026
CAMP, CASEY	18933	Paramedic	PMD539811	9/4/2024	12/1/2026
SMYLY, HUNTER	11879	Paramedic	PMD544744	10/10/2024	12/1/2026
ROBERTS, JACOB	11167	Paramedic	PMD527017	11/21/2024	12/1/2026
TAYLOR, BRIANA	99692	Paramedic	PMD544892	11/14/2024	12/1/2026
REESE, JASON	96978	Paramedic	PMD515382	9/6/2024	12/1/2026
SPEARS, CODY	17736	Paramedic	PMD535744	11/22/2024	12/1/2026
RAJOTTE, MADISON	16078	Paramedic	PMD537392	1/15/2025	12/1/2026
WATKINS, TODD	99754	Paramedic	PMD524514	11/20/2024	12/1/2026
REED, MICHAEL	11334	Paramedic	PMD519410	10/30/2024	12/1/2026
WHITE, JOHN	17568	Paramedic	PMD545093	10/11/2024	12/1/2026
WOLFBERG, ZACHARY	11974	Paramedic	PMD523555	8/30/2024	12/1/2026
RUSCITTO, SHANNON	11967	Paramedic	PMD529711	11/12/2024	12/1/2026
SPEIGHTS, ALEX	13572	Paramedic	PMD534015	10/12/2024	12/1/2026
MEEKS, CHRISTOPHER	95900	Paramedic	PMD200973	9/7/2024	12/1/2026
MCCAMMON, RODNEY	17738	Paramedic	PMD524966	9/11/2024	12/1/2026
MAPES, SHAWN	99447	Paramedic	PMD522564	9/3/2024	12/1/2026
KNOWLES, GRANVILLE	95211	Paramedic	PMD206799	9/13/2024	12/1/2026
LANDAVERDE, JONATHAN	16941	Paramedic	PMD539867	9/10/2024	12/1/2026
HAUSHERR, BRIAN	21199	Paramedic	PMD541159	8/17/2024	12/1/2026
PULLEN, CHRIS	15324	Paramedic	PMD524816	10/2/2024	12/1/2026
JENKINS, CHADDRICK	19043	Paramedic	PMD546445	10/2/2024	12/1/2026
LIFORD, GENE	10865	Paramedic	PMD543719	9/16/2024	12/1/2026
KOSTIC, DANIEL	11337	Paramedic	PMD526962	10/3/2024	12/1/2026
HUNT, CHRISTOPHER	10695	Paramedic	PMD526965	9/17/2024	12/1/2026
PITTINGER, JASON	95901	Paramedic	PMD518432	9/18/2024	12/1/2026
PACE, KYLE	99758	Paramedic	PMD526099	9/10/2024	12/1/2026

DAWSON, JA'REL	15187	Paramedic	PMD536484	11/8/2024	12/1/2026
COLIN, JEAN-PIERRE	13567	Paramedic	PMD534019	9/10/2024	12/1/2026
DOLLAR, TREY	17583	Paramedic	PMD206362	9/5/2024	12/1/2026
BRUNER, DEVIN	10571	Paramedic	PMD540476	10/30/2024	12/1/2026
BLESSING, SETH	96969	Paramedic	PMD520308	10/31/2024	12/1/2026
BRENNAN, LOGAN	20005	Paramedic	PMD522618	11/6/2024	12/1/2026
CASEY, SEAN	99442	Paramedic	PMD510318	9/17/2024	12/1/2026
ANDERSEN, JOSEPH	15189	Paramedic	PMD523793	10/23/2024	12/1/2026
ANDERSON, MARCUS	11335	Paramedic	PMD514646	9/3/2024	12/1/2026
ANZALONE, TROY	03421	Paramedic	PMD200711	10/5/2024	12/1/2026
BUTLER, LANCE	12839	Paramedic	PMD540208	10/12/2024	12/1/2026
YORK, WILLIAM	18672	Paramedic	PMD544332	10/1/2024	12/1/2026
WATSON, JAKOB	17571	Paramedic	PMD535717	11/8/2024	12/1/2026
SIMPSON, JAMAL	11972	Paramedic	PMD529321	10/12/2024	12/1/2026
SHAFFER, ROBERT	92257	Paramedic	PMD18789	9/12/2024	12/1/2026
WASHINGTON, THELMON	98432	Paramedic	PMD515754	10/26/2024	12/1/2026
ROBINSON, KRISTOPHER	18954	Paramedic	PMD539644	9/10/2024	12/1/2026
VARN, RYAN	83617	Paramedic	PMD515462	9/12/2024	12/1/2026
WALKER, TRAVIS	93117	Paramedic	PMD18830	9/14/2024	12/1/2026
SACCO, MICHAEL	95331	Paramedic	PMD19072	9/10/2024	12/1/2026
ATKINSON, ROMNEY	94016	Paramedic	PMD504624	9/5/2024	12/1/2026
CUEVAS, MARK	96965	Paramedic	PMD505376	11/12/2024	12/1/2026
GATLIN, JOHN M	14292	Paramedic	PMD535639	11/9/2024	12/1/2026
DAVIS, ELIZABETH	16069	Paramedic	PMD540484	11/15/2024	12/1/2026
COOKSEY, TOM	94844	Paramedic	PMD16308	9/10/2024	12/1/2026
FLANDERS, JERRY	15186	Paramedic	PMD539748	11/27/2024	12/1/2026
CORLEY, BRANDON	18397	Paramedic	PMD543828	9/24/2024	12/1/2026
FRY, KIERAN	18649	Paramedic	PMD548994	9/19/2025	12/1/2026
FINKLEA, KYNDELL	18398	Paramedic	PMD534471	9/26/2024	12/1/2026
DROESSLER, CHARLES	13489	Paramedic	PMD529270	11/8/2024	12/1/2026
DAVIS, JOSEPH	99268	Paramedic	PMD519149	10/15/2024	12/1/2026
EASTMAN, MICHAEL	93033	Paramedic	PMD17839	8/29/2024	12/1/2026
GRIFFIN, DYLAN	18651	Paramedic	PMD546497	10/8/2024	12/1/2026
ALLEN, GREGORY	99750	Paramedic	PMD517565	9/5/2024	12/1/2026
SCRIVENS, THOMAS	20263	Paramedic	PMD548568	8/14/2025	12/1/2026
RODRIGUEZ, EMILIO	13571	Paramedic	PMD529250	11/30/2024	12/1/2026
TILLOTSON, JOHN	10702	Paramedic	PMD526914	9/21/2024	12/1/2026
KLINE, KRISTIN	99446	Paramedic	PMD524578	9/17/2024	12/1/2026
PERSING, CHAD	98423	Paramedic	PMD505117	9/5/2024	12/1/2026
JONES, ROMAN	11971	Paramedic	PMD536426	9/24/2024	12/1/2026
O'BRIEN, MATTHEW	10224	Paramedic	PMD523303	9/5/2024	12/1/2026
MILEY, CHASE	12836	Paramedic	PMD525856	11/27/2024	12/1/2026

Unit	Unit#	Year	Make and Model	Type	DOH Permit #	VIN
STATION 1						
E1	15034	2023	E-ONE Typhoon	Engine	25977	4ENLAAA89R1005869
E101	15030	2022	E-ONE Typhoon	Engine	25049	4EN6AAA84P1005191
Truck1	15028	2021	E-ONE AERIAL 100	Truck		4ENLABA89M1003618
TA1	14004	2022	E-ONE TANKER	Tanker		4EN6AAA88N1004445
FM1	12049	2020	Chevy Tahoe	Tahoe	27917	1GNLCDEC0LR183535
FM2	12047	2018	Chevy Tahoe	Tahoe	22181	1GNLCDEC1JR310287
Res. Tahoe	12039	2017	Chevy Tahoe	Tahoe	22599	1GNLCDEC5HR286683
STATION 2						
E2	15022	2017	E-ONE Typhoon	Engine	20773	4EN6AAA85H1001121
Truck2	15024	2018	E-ONE AERIAL 100	Truck		4ENLABA87J1001989
STATION 3						
E3	15019	2017	E-ONE Typhoon	Engine	20774	4EN6AAA87H1000696
Truck3	15031	2022	E-ONE H/R 100 AERIAL	Truck		4EN6ABA8OP1005193
STATION 4						
E4	15038	2023	E-ONE Typhoon	Engine	25739	4EN6AAA84P1006387
Truck4	15025	2018	E-ONE AERIAL 100			4ENLABA83J1001990
STATION 5						
AP-51	15016	2016	Oshkosh Stinger	Airport		1FDOX5HT9GEB56926
AP-52	12013	2010	E-ONE Titan	Airport		4EN9AAA8091004930
AP-53	15005	2014	Oshkosh Striker	Airport		1OTADLIF5EA770673
STATION 6						
E6	15021	2017	E-ONE Typhoon	Engine	20775	4EN6AA83H1001120
STATION 7						
E7	15026	2019	E-ONE Typhoon	Engine	22795	4EN6AAA82K1002895
STATION 8						
E8	15020	2017	E-ONE Typhoon	Engine	22088	4EN6AAA88H1000741
STATION 9						
E9	15035	2023	E-ONE Typhoon	Engine	26097	4ENLAAA85R1005870
STATION 10						
E10	15012	2014	PIERCE Empel	Engine	24183	4P1BAHFFXFA014966
STATION 11						
TA11	14001	2019	E-ONE HV International Tanker	Tanker		3HAEKTATOLL858792
RESCUE 11	15036	2023	Ford F-550XLT	Rescue		1FD0X5HT0PED18345
STATION 12						
TA12	14000	2019	E-ONE TANKER	Tanker		3HAETAT1LL858784
RESCUE 12	15037	2023	Ford F-550XLT	Rescue		1FD0X5HT9PED18344
STATION 13						
TA13	14002	2006	International	Tanker		3HAEKTATXML304340
RESCUE 13	15014	2015	Ford F-550XLT	Rescue		1FD0XHT4FEA0408
STATION 14						
TA14	14003	2020	E-ONE HV International Tanker	Tanker		3HAEKTAT1ML304341
RESCUE 14	15018	2016	Ford F-550XLT	Rescue		1FD0X5HT5GEB56924

STATION 15						
E15	15010	2014	PEIRCE Empel	Engine	23120	4PBAHFF4FA015031
STATION 16						
E16	15059	2025	E-ONE Typhoon	Engine	28053	4ENLAAA8XT1007136
Truck16	15008	2014	PIERCE Velocity	Truck		4P1BCHGF5FAO14933

Attachment 4
COPCN Application
June 2026

Communication System Description

The Tallahassee Fire Department communication system is an 800 MHz digital radio system with a Motorola P25 digital simulcast system.

There are eight (8) transmit/receive sites providing coverage in Leon County:

- TPD (prime)
- Hopkins
- Crooked Road
- Panther Creek
- Blocker
- Spray field
- Myers Park
- Easterwood

The radio system provides coverage to 99.97% of our Leon County response area plus 3 miles outside the county boundary.

Frequencies: See Attachment 5 "Radio Station License"

Primary communications will occur on 800 MHz band for all communications. As a measure to further improve communications in Leon County, the City of Tallahassee has installed 800 MHz radios in Capital Regional Medical, Tallahassee Memorial Healthcare emergency room and Tallahassee Memorial Healthcare Northeast. This improvement was at a 50/50 cost to the City and County and benefits both TFD and ambulance communications.

We currently operate with 180 portables (151 APX Next or 29 XTS 2500), 140 mobile radios (XTL 5000 or XTL 2500) and 16 base radios. The Tallahassee Fire Department included AES encryption on all TFD talk groups for increased security, and for federal HIPAA confidentiality requirements.

TFD apparatus each have a mounted mobile 800 MHz radio. As well, each position on every apparatus is issued a portable radio for on-scene communications.

TFD currently utilize Mobile Data Computers (MDC) in every TFD apparatus to streamline and create an even higher level of communication. These systems are protected by a two-step user authentication, meeting Criminal Justice Information Services (CJIS) requirements.

Supervisory personnel carry 800 MHz portable radios and cell phones for communication access.

Attachment 5
COPCN Application
JUNE 2026

CHANNEL	FREQUENCY TX	FREQUENCY RX	License WQJQ232	WQMF293
1	857.4625	812.4625		
2	857.3375	812.3375		
3	857.2125	812.2125		
4	856.9125	811.9125		
5	856.8125	811.8125		
6	856.4625	811.4625		
7	855.5125	810.5125		
8	856.2875	811.2875		
9	855.9625	810.9625		
10	855.9125	810.9125		
11	855.8125	810.8125		
12	855.6375	810.6375		
13	855.4125	810.4125		
14	855.3375	810.3375		
15	855.8875	810.8875		
16	855.1625	810.1625		
17	855.0875	810.0875		
18	855.0375	810.0375		
19	854.8625	809.8625		
20	855.7625	810.7625		
21	857.3125	812.3125		
22	854.4375	809.4375		

CITY OF TALLAHASSEE, FLORIDA

Annual Comprehensive Financial Report

For The Fiscal Year Ended
September 30, 2024

CITY OF TALLAHASSEE

Prepared By:
Financial Reporting Division
Financial Services Department

City of Tallahassee, Florida

City Commission
John E. Dailey
Mayor

Dianne Williams-Cox
Mayor Pro Tem

Jeremy Matlow
Commissioner

Curtis Richardson
Commissioner

Jacqueline Porter
Commissioner

Reese Goad
City Manager

Cynthia Barber
Deputy City Manager

Christian Doolin
Assistant City Manager

Wayne Tedder
Assistant City Manager

Karen Jumonville
Assistant City Manager

Abena Ojetayo
Assistant City Manager

Dennis R. Sutton
Inspector General

Jim Cooke
City Treasurer-Clerk

Amy Toman
City Attorney

Table of Contents
CITY OF TALLAHASSEE, FLORIDA

Introductory Section

Letter of Transmittal 10
Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting 14
Organizational Chart 15
List of City Officials and Directors 16
List of Financial Services Staff 17

Financial Section

Independent Auditor's Report 20
Management's Discussion and Analysis 23
Basic Financial Statements
- Government-wide Financial Statements:
  - Statement of Net Position 38
  - Statement of Activities 40
- Fund Financial Statements:
- Governmental Funds Financial Statements:
  - Balance Sheet 42
  - Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position 43
  - Statement of Revenues, Expenditures and Changes in Fund Balance 44
  - Reconciliation of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities 45
- Proprietary Funds Financial Statements:
  - Statement of Net Position 46
  - Statement of Revenues, Expenses and Changes in Net Position 48
  - Statement of Cash Flows 50
- Fiduciary Funds Financial Statements:
  - Statement of Net Position 52
  - Statement of Changes in Net Position 53
- Notes to Financial Statements:
  - Notes to the Financial Statements 56

Required Supplementary Information (Other than MD&A):
- Budgetary Comparison Schedule - General Fund 114
- Note to Required Supplementary Information - General Fund 115
- Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - General 116
- Schedule of Net Position Liability by Employees - General Employees 117
- Schedule of Contributions - General Employees 118
- Notes Schedule of Contributions - General Employees 118
- Schedule of Changes in the Employer's Net Position Liability and Related Ratios - Police Officers 119
- Schedule of Contributions - Police Officers 120
- Notes to Schedule of Contributions - Police Officers 120
- Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - Firefighters 121
- Schedule of Contributions - Firefighters 122

Notes to Schedule of Contributions - Firefighters....122
Schedule of Investment Returns - Pension Plans....123
Schedule of Changes in Net OPEB Liability and Related Ratio....124
Schedule of Net OPEB Liability....125
Notes to Schedule of Net OPEB Liability....125
Schedule of Contributions - OPEB....126
Notes to Schedule of Contributions - OPEB....126
Schedule of Investment Returns - OPEB....127

Combining Financial Statements:

Nonmajor Governmental Funds:
- Balance Sheet....132
- Statement of Revenues, Expenditures, and Changes in Fund Balance....134

Nonmajor Enterprise Funds:
- Statement of Net Position....137
- Statement of Revenues, Expenses, and Changes in Net Position....138
- Statement of Cash Flows....139

Internal Service Funds:
- Statement of Net Position....142
- Statement of Revenues, Expenses, and Changes in Net Position....144
- Statement of Cash Flows....146

Pension and Other Employee Benefit Trust Funds:
- Statement of Net Position....150
- Statement of Changes in Net Position....151

Supplemental Information:

Capital Refunding Revenue Bonds, Series 2009....154
Capital Bonds, Series 2018....155
Capital Bonds, Series 2021....156
Capital Refunding Bonds, Series 2022....157
Capital Bonds, Series 2024....158
Energy System Refunding Revenue Bonds, Series 2017....159
Energy System Refunding Revenue Bonds, Series 2020....160
Energy System Refunding Revenue Bonds, Series 2023....161
Energy System Refunding Revenue Bonds, Series 2024....162
Consolidated Utility System Revenue Bonds, Series 2018....163
Consolidated Utility System Refunding Revenue Bonds, Series 2020....164
Consolidated Utility System Refunding Revenue Bonds, Series 2023....165
Consolidated Utility System Refunding Revenue Bonds, Series 2024....166
Consolidated Utility System Refunding Revenue Bonds, Series 2024A....167
Transportation Improvement Bond, Series 2019....168

Table of Contents
CITY OF TALLAHASSEE, FLORIDA

Statistical Section

Net Position by Component 172
Changes in Net Position 173
Fund Balances, Governmental Funds 176
Changes in Fund Balances, Governmental Funds 177
Assessed Value and Estimated Actual Value of Taxable Property 178
Direct and Overlapping Property Tax Rates 179
Principal Property Taxpayers 180
Property Tax Levies and Collections 181
Assessed Valuations, Millage, and Taxes Levied and Collected 182
Ratios of Outstanding Debt by Type 183
Ratios of General Bonded Debt Outstanding 184
Direct and Overlapping Governmental Activities Debt 185
Legal Debt Margin 186
Revenue Bond Coverage - Energy Revenue Bonds 187
Revenue Bond Coverage - Consolidated Utility Revenue Bonds 188
Demographic Statistics 189
Principal Employers 190
Full-time Equivalent City Government Employees by Function/Program 191
Operating Indicators by Function/Program 192
Capital Asset Statistical by Function/Program 193
Miscellaneous Statistical Data 194
Schedule of Insurance 195

Single Audit and Other Reports

Independent Auditor's Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards 200
Independent Auditor's Report on Compliance for Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program and on Internal Control Over Compliance and Report on Schedule of Expenditures of Federal Awards and State Financial Assistance and Schedule of Passenger Facility Charges Required by the Uniform Guidance, Chapter 10.550, Rules of the Auditor General, and Passenger Facility Charge Audit Guide for Public Agencies 202
Schedule of Expenditures of Federal Awards and State Financial Assistance 208
Schedule of Expenditures of Passenger Facility Charges 213
Independent Accountants' Report 214
Independent Auditors' Management Letter 215

CITY OF TALLAHASSEE

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INTRODUCTORY SECTION



CITY OF TALLAHASSEE

April 30, 2025

Honorable Mayor, Commissioners, City Manager, and the citizens of the City of Tallahassee, Florida

The Annual Comprehensive Financial Report of the City of Tallahassee, Florida, for the fiscal year ended September 30, 2024 , is hereby submitted pursuant to Section 11.45, Florida Statutes and Chapter 10.550 of the Rules of the Auditor General of the State of Florida. This report represents the official report of the City's financial operations and condition to the citizens, City Commission, City management, rating agencies, and other interested persons.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, but not absolute, assurance that the financial statements are free of any material misstatements.

The certified public accounting firm of Forvis Mazars, LLP has issued an unmodified opinion on the City's financial statements for the year ended September 30, 2024. The independent auditors' report is located at the front of the financial section of this report.

The City is also required to undergo an annual audit to obtain reasonable assurance about compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs and state projects. These independent auditors' reports are presented in the single audit section of this report.

Management's Discussion and Analysis (MD&A) immediately follows the independent auditors' report and provides a narrative introduction, overview, and analysis of the basic financial statements. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it.

Profile of the City

Tallahassee, the capital city of Florida, was incorporated in 1825, twenty years before Florida was admitted to the Union. The city is governed by a mayor and four Commissioners elected at-large.

The City Commission appoints the City Manager, the City Treasurer-Clerk, the City Inspector General, and the City Attorney. Collectively the appointed officials are responsible for all administrative aspects of the government, with most falling under the purview of the City Manager.

The city provides a full range of municipal services. These services include public safety (police and fire), construction and maintenance of streets and sidewalks, stormwater management, recreation, planning and zoning, general administrative services, five utilities (electric, gas, water, sewer, and solid waste collection), a mass transit bus system, and an international airport.

The Commission is required to adopt a final budget no later than the close of the fiscal year. This annual budget serves as the foundation for the City's financial planning and control. The budget is approved at the fund level. Transfers between funds require approval by the Commission.

The budget process is a formalized annual occurrence that involves input, collaboration, and coordination between the respective City departments, the Office of Resource Management, the executive team, the City Commission, and the citizens of Tallahassee.

CITY HALL
300 South Adams Street
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 * Talgov.com

JOHN E. DAILEY
Mayor

REESE GOAD
City Manager

DIANNE WILLIAMS-COX
Mayor Pro Tem

AMY M. TOMAN
City Attorney

JACQUELINE "JACK" PORTER
Commissioner

JAMES O. COOKE, IV
City Treasurer-Clerk

CURTIS RICHARDSON
Commissioner

DENNIS R. SUTTON
Inspector General

JEREMY MATLOW
Commissioner

A budget review team composed of various members of the leadership and executive teams is established to set budget direction and priorities for the City. Annually, issues are selected by the City Commission to represent those programs and community needs, which are to be given priority attention during the year.

Prior to the development of the budget, citizen input is solicited using a citizen survey, on any program changes as well as on performance of all major programs.

Factors Affecting Financial Condition

The economy of Leon County is strongly influenced by governmental and educational activities. The presence of the State Capital and two major universities help to shape Leon County's population as relatively young, well educated, and affluent.

Leon County is a racially diverse community. Minorities account for 39% of the population, with African-Americans comprising 32.1%.

Leon County residents have historically attained a very high level of education. Approximately forty-nine percent of area residents aged 25 or older have completed at least four years of college.

The 2020-2024 American Community Survey 5-year estimates report median family income in Leon County is $65,074, which is comparable to the national median.

The level of governmental employment has a stabilizing effect on the economy and helps to minimize unemployment. In December 2024, the unemployment rate was 3.2% in the city as compared to the State's unemployment rate of 3.4%. The percentage of employees employed by local, state, and federal government is approximately 31.48% of the work force. The unemployment rate is one of many economic indicators utilized to evaluate the condition of the economy.

Population Growth

Population growth trends for Leon County are presented in the following table:

Year	Tallahassee	Unincorporate	Leon
1960	48,174	26,051	74,225
1970	71,897	31,150	103,047
1980	81,548	67,107	148,655
1990	124,773	67,720	192,493
2000	150,624	88,828	239,452
2010	181,736	94,111	275,487
2020	196,169	96,029	292,198
2025	208,600	98,000	306,600
2030	217,800	99,400	317,200
2035	225,400	100,700	326,100
2040	231,100	101,600	332,700
2045	236,000	102,300	338,300
2050	240,300	103,000	343,300

Construction Trends

Residential Construction

Single-family residential building permits in Leon County were down 9% in fiscal year 2024, following a 7% increase in fiscal year 2023. Permits for multi-family units were down 73% in fiscal year 2024 following an 81% increase in fiscal year 2023. Year-over-year new multi-family construction can be volatile given the number of units included in each development.

Commercial Development

In fiscal year 2024 more than $279 million in new commercial construction was permitted in Leon County, above the approximately $116 million permitted in fiscal year 2023.

The largest new commercial construction permits in fiscal year 2024 include the estimated $135 million, 208,400 square foot State Emergency Operations Center and the $10 million, 42,028 square foot Aero Center FBO Hangar at Tallahassee International Airport.

Millage Rates

As indicated below, the city had the lowest millage rate of the comparable largest cities in Florida for 2024 and 2023. Tallahassee's low and stable millage rate should act as an incentive to economic growth and stability.

	Millage Rates	
Comparable City	**2024**	**2023**
Clearwater	5.89	5.89
Daytona	5.43	5.43
Fort Lauderdale	4.40	4.40
Gainesville	6.43	5.50
Hollywood	7.47	7.47
Lakeland	5.43	5.43
Largo	5.52	5.52
Orlando	6.65	6.65
Pensacola	4.29	4.29
Tallahassee	**4.45**	**4.10**
West Palm Beach	8.20	8.20

Long-Term Financial Planning

The financial viability of the City continues to be a high priority for the City Commission and management. An integral part of the budgeting process is the development of the City's Five-Year Financial Plan (the Plan). The Plan is updated annually during the budget process and serves as a blueprint for decision-making and allows for flexibility to address issues as they arise.

The Plan resulted in an approved fiscal year 2024 operating budget of $868.4 million and an approved capital budget of $253.1 million. The Plan for the ensuing five years (including 2024) results in projected capital expenditures of approximately $1.1 billion.

Awards and Acknowledgement

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Tallahassee, Florida for its Annual Comprehensive Financial Report for the fiscal year ended September 30, 2023. The Certificate of Achievement is a prestigious national award that recognizes conformance with the highest standards for preparation of state and local government financial reports. To be awarded a Certificate of Achievement, the City must publish an annual comprehensive financial report, whose contents satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to Certificate of Achievement Program requirements, and we are submitting it to the GFOA to determine its eligibility for a new certificate.

The preparation of this report on a timely basis could not be accomplished without the efficient and dedicated services of the entire staff of the Financial Reporting Division who participated in the compilation of the report. We would also like to thank the members of the City Commission for their interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,



Abena Ojetayo
Assistant City Manager



Patrick Twyman
Director of Financial Services

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

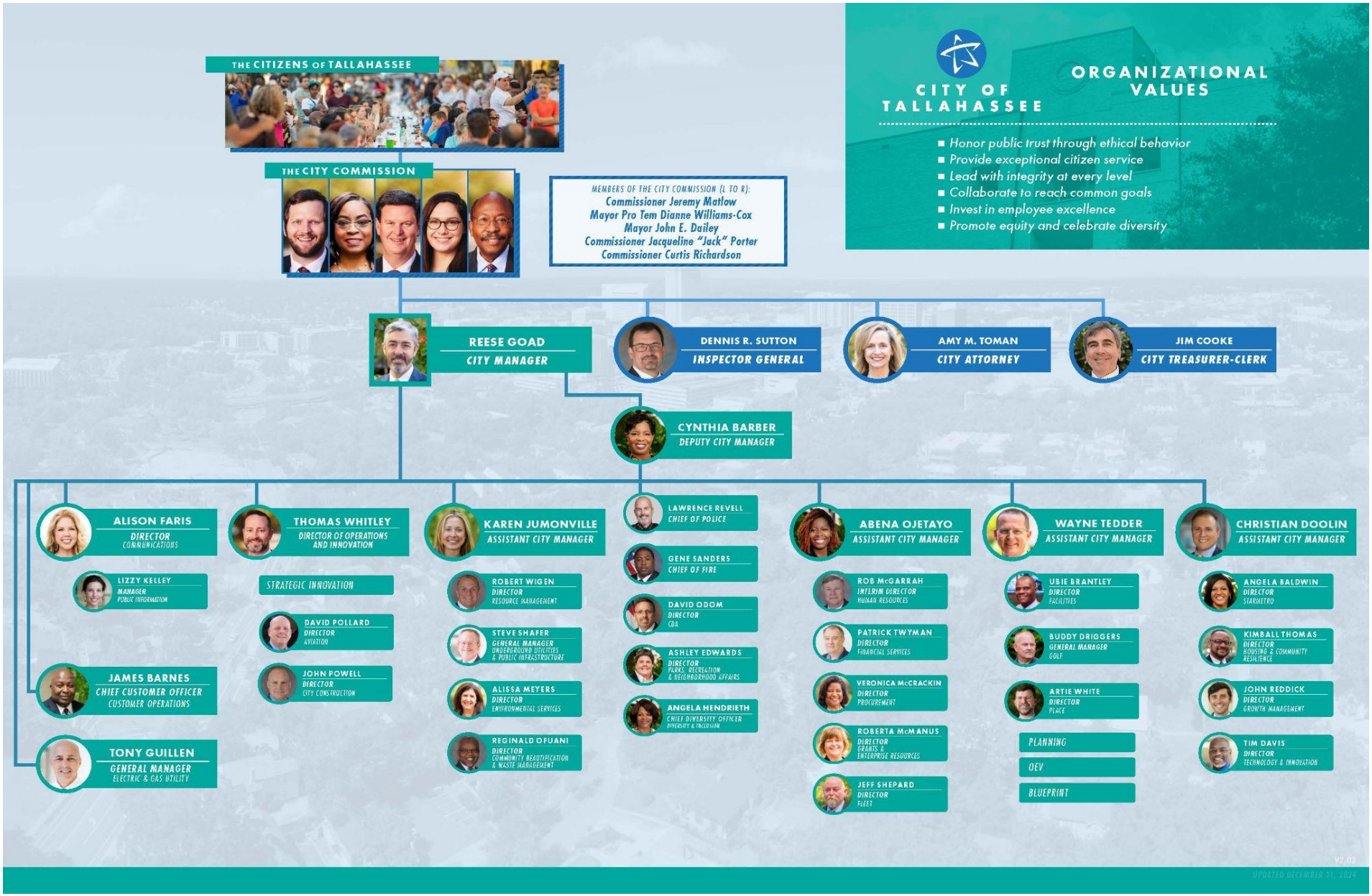
City of Tallahassee
Florida

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2023

Christopher P. Morrill

Executive Director/CEO


THE CITIZENS OF TALLAHASSEE
THE CITY COMMISSION
MEMBERS OF THE CITY COMMISSION (L TO R):
Commissioner Jeremy Matlow
Mayor Pro Tem Dianne Williams-Cox
Mayor John E. Dailey
Commissioner Jacqueline "Jack" Porter
Commissioner Curtis Richardson
CITY OF TALLAHASSEE
ORGANIZATIONAL VALUES
Honor public trust through ethical behavior
Provide exceptional citizen service
Lead with integrity at every level
Collaborate to reach common goals
Invest in employee excellence
Promote equity and celebrate diversity
REESE GOAD
CITY MANAGER
DENNIS R. SUTTON
INSPECTOR GENERAL
AMY M. TOMAN
CITY ATTORNEY
JIM COOKE
CITY TREASURER-CLERK
CYNTHIA BARBER
DEPUTY CITY MANAGER
ALISON FARIS
DIRECTOR
COMMUNICATIONS
LIZZY KELLEY
MANAGER
PUBLIC INFORMATION
JAMES BARNES
CHIEF CUSTOMER OFFICER
CUSTOMER OPERATIONS
TONY GUILLEN
GENERAL MANAGER
ELECTRIC & GAS UTILITY
THOMAS WHITLEY
DIRECTOR OF OPERATIONS AND INNOVATION
STRATEGIC INNOVATION
DAVID POLLARD
DIRECTOR
AVIATION
JOHN POWELL
DIRECTOR
CITY CONSTRUCTION
KAREN JUMONVILLE
ASSISTANT CITY MANAGER
ROBERT WIGEN
DIRECTOR
RESOURCE MANAGEMENT
STEVE SHAFER
GENERAL MANAGER
UNDERGROUND UTILITIES & PUBLIC INFRASTRUCTURE
ALISSA MEYERS
DIRECTOR
ENVIRONMENTAL SERVICES
REGINALD OFUANI
DIRECTOR
COMMUNITY BEAUTIFICATION & WASTE MANAGEMENT
LAWRENCE REVELL
CHIEF OF POLICE
GENE SANDERS
CHIEF OF FIRE
DAVID ODOM
DIRECTOR
CDA
ASHLEY EDWARDS
DIRECTOR
PARKS, RECREATION & NEIGHBORHOOD AFFAIRS
ANGELA HENDRIETH
CHIEF DIVERSITY OFFICER
DIVERSITY & INCLUSION
ABENA OJETAYO
ASSISTANT CITY MANAGER
ROB McGARRAH
INTERIM DIRECTOR
HUMAN RESOURCES
PATRICK TWYMAN
DIRECTOR
FINANCIAL SERVICES
VERONICA McCRACKIN
DIRECTOR
PROCUREMENT
ROBERTA McMANUS
DIRECTOR
GRANTS & ENTERPRISE RESOURCES
JEFF SHEPARD
DIRECTOR
FLEET
WAYNE TEDDER
ASSISTANT CITY MANAGER
UBIE BRANTLEY
DIRECTOR
FACILITIES
BUDDY DRIGGERS
GENERAL MANAGER
GOLF
ARTIE WHITE
DIRECTOR
PLACE
PLANNING
OEV
BLUEPRINT
CHRISTIAN DOOLIN
ASSISTANT CITY MANAGER
ANGELA BALDWIN
DIRECTOR
STARMETRO
KIMBALL THOMAS
DIRECTOR
HOUSING & COMMUNITY RESILIENCE
JOHN REDDICK
DIRECTOR
GROWTH MANAGEMENT
TIM DAVIS
DIRECTOR
TECHNOLOGY & INNOVATION
V2.03
UPDATED DECEMBER 31, 2024

List of City Officials and Directors

Elected Officials

Mayor	John E. Dailey
Mayor Pro Tem	Dianne Williams-Cox
Commissioner	Curtis Richardson
Commissioner	Jacqueline “Jack” Porter
Commissioner	Jeremy Matlow

Appointed Officials

City Manager	Reese Goad
City Treasurer-Clerk	Jim Cooke
City Attorney	Amy Toman
Inspector General	Dennis R. Sutton

Deputy City Manager and Assistant City Managers

Deputy City Manager	Cynthia Barber
Assistant City Manager	Christian Doolin
Assistant City Manager	Karen Jumonville
Assistant City Manager	Abena Ojetayo
Assistant City Manager	Wayne Tedder

Department Directors

Aviation - Director	David Pollard
City Construction - Director	John Powell
Communications - Director	Alison Faris
Community Beautification & Waste Management - Director	Reginald Ofuani
Community Redevelopment Agency - Director	Stephen Cox
Customer Operations - Chief Customer Officer	James Barnes
Diversity & Inclusion - Chief Diversity Officer	Angela Hendrieth
Electric & Gas Utility - General Manager	Tony Guillen
Environmental Services - Director	Alissa Meyers
Financial Services - Director	Patrick Twyman
Facilities - Director	Ubie Brantley
Fire Chief	Gene Sanders
Fleet - Director	Jeff Shepard
Golf Courses - General Manager	Buddy Driggers
Grants & Enterprise Resources - Director	Roberta McManus
Growth Management - Director	John Reddick
Housing & Community Resilience - Director	Kimball Thomas
Human Resources - Interim Director	Rob McGarrah
Parks, Recreation & Neighborhood Affairs - Director	Ashley Edwards
PLACE - Director	Artie White
Police Chief	Lawrence Revell
Procurement - Director	Veronica McCrackin
Resource Management - Director	Robert Wigen
StarMetro - Director	Angela Baldwin
Strategic Innovation - Director	Thomas Whitley
Technology & Innovation - Director	Tim Davis
Underground Utilities & Public Infrastructure - Director	Steve Shafer

The Annual Comprehensive Financial Report for the City of Tallahassee, Florida was produced by the combined efforts of the Financial Reporting Division of the Financial Services Department as well as the accounting staff of the Tallahassee International Airport and the Grants Management Division. The following staff had primary responsibility for preparing and ensuring the accuracy of this report.

Assistant City Manager
Abena Ojetayo

Director of Financial Services
Patrick Twyman

Director of Grants & Enterprise Resources
Roberta McManus, CPA

Manager, Financial Reporting
Rita Stevens, CPA

Financial Reporting Staff

Linda Caines, CGFM	Kereen Jones	Lajja Patel, CPA,CGFM,CPM	Deanne Foy
Lynda Hutto	Latrenda Johnson	Amber Malloy	Vernessa McMillon
Julie Paniucki	Brandon Perry	Angela Roberts	Emerson Thompson
Josalind Williams	Vanessa Williams, CPA^	Shenika McNear^	Kristina Seymour^
Laquinda Williams^	Ben Halvorsen, CPA*		

* Tallahassee International Airport Staff
^ Grants Management Staff

CITY OF TALLAHASSEE

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FINANCIAL SECTION



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forvismazars.us

Independent Auditor's Report

The Honorable Mayor and City Commission
City of Tallahassee, Florida
Tallahassee, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Tallahassee, Florida (the "City") as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of September 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Forvis Mazars, LLP is an independent member of Forvis Mazars Global Limited

The Honorable Mayor and City Commission
City of Tallahassee, Florida

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during that audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedule – general fund, pension and the other postemployment benefit information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Honorable Mayor and City Commission
City of Tallahassee, Florida

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements as a whole. The combining fund financial statements, the supplemental information schedules and the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the financial statements. The combining and individual fund financial statements and schedules are the responsibility of management and were derived from, and relate directly to, the underlying accounting and other records used to prepare the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS In our opinion, the combining and individual fund statements and schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual comprehensive financial report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 30, 2025, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Forvis Mazars, LLP

Tallahassee, Florida
April 30, 2025

Management's Discussion and Analysis

(unaudited)

As management of the City of Tallahassee (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year that ended September 30, 2024. Management's Discussion and Analysis is designed to: (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the City's financial activities, (c) identify changes in the City's financial position, and (d) identify individual fund concerns or issues. It should be read in conjunction with the Transmittal Letter at the front of this report and the City's financial statements, which follow this section. Notes mentioned below are Notes to the Financial Statements, which follow the statements.

Financial Highlights

- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources as of September 30, 2024 by $2.0 billion. After accounting for net position reserved for Investment in Capital Assets and for other restrictions, the unrestricted net position is $16.8 million.
- The City's total net position increased by $37.1 million as a result of fiscal year 2024 operations.
- As of September 30, 2024, the City's governmental funds reported combined ending fund balances of $180.7 million, an increase of $84.3 million from the prior year. This increase is primarily the result of the City issuing a $65 million bond for capital improvements and a $25 million loan to construct a new senior center. There was no governmental funds fund balance available for spending at the City's discretion.
- At the end of the fiscal year, unassigned fund balance for the general fund was $1.2 million, or 0.7% of general fund expenditures.
- As of September 30, 2024, the City's enterprise funds reported a combined net position of $1.31 billion, an increase of $34.3 million from the prior year. This increase is the net result from current year operations. Approximately $145.4 million of the net position is unrestricted.
- Capital assets, net of accumulated depreciation, as of September 30, 2024, totaled $2.51 billion, a decrease of $7.5 million in comparison with prior year (Note IV.D.).
- The City's outstanding long-term debt (Note IV.H.) increased from $1.19 billion to $1.34 billion, or 12.7%.

An Overview of the Financial Statements

The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to report information about the City as a whole using accounting methods similar to those used by private-sector companies. Two statements, the statement of net position and the statement of activities, are utilized to provide information on a government-wide basis.

The statement of net position presents financial information on all of the City's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported for some items that will result in cash flows in future periods.

The government-wide financial statements of the City are divided into three categories:

Governmental activities - These include the basic services provided by the City including police, parks and recreation, public works, and general administration. Property, sales, and other taxes finance the majority of these activities.

Business-type activities - These include services for which the City charges specific fees which are meant to cover the cost of providing the services. These services include electric, gas, airport, fire protection, solid waste collection, water, sewer, stormwater management, transit services, and the Hilaman Golf Course.

Component units - These are legally separate organizations for which the City Commission appoints the governing board and the City has financial reporting responsibilities. The City has one discretely presented component unit, the Downtown Improvement Authority, which is an agency created by the Florida Legislature to regulate downtown growth. The City also has a blended component unit, the Community Redevelopment Agency, which is blended as a nonmajor special revenue fund into the primary government (see Note I-A for more details).

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The focus is on major funds, which provides detailed information about the most significant funds. The City, like other governmental entities, uses funds to ensure and demonstrate compliance with financial requirements imposed by law, bond covenants, and local administrative and legislative actions. All of the City's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds - Governmental funds are used to account for essentially the same functions as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of government-wide financial statements, it is useful to compare information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains thirteen (13) individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General Fund. The data for the other twelve funds are combined into a single, aggregate presentation.

Proprietary Funds - The City maintains two different types of proprietary funds, enterprise and internal service.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City maintains ten (10) individual enterprise funds. Information is presented separately in the proprietary funds statement of net position and in the proprietary funds statement of revenues, expenses, and changes in net position for the Electric, Gas, Sewer, Water, Airport, and Stormwater Management Funds, all of which are considered major funds. Data from the other four nonmajor funds are combined into a single, aggregate presentation.

Internal Service Funds are used to account for activities that provide goods and services to the City's other programs and activities. The City maintains fifteen (15) individual internal service funds. These internal service funds are allocated between governmental activities and business-type activities in the government-wide financial statements based upon the activity that receives the predominant benefit. Internal service funds are combined into a single, aggregate presentation in the proprietary fund financial statements.

Fiduciary Funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the City. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's programs and activities. The City reports four fiduciary funds, three of which are combined into a single, aggregate presentation in the fiduciary fund statements.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

This report additionally includes required supplementary information (RSI) including a budget comparison schedule, with related notes, for the General Fund and information concerning the City's progress in funding its obligation to provide pension and other post employment benefits to its employees.

The combining statements in connection with nonmajor governmental funds, nonmajor enterprise funds, internal service funds, and pension and other employee benefit fiduciary funds are presented in the combining statements section of the report.

Information regarding the City's debt service requirements, statistical information, and economic data is also presented to give report users a historical perspective of the City and to allow for broader understanding of the economic and social environment in which the City operates.

Government-Wide Financial Analysis

The following table is a summary of the fiscal year 2024 Statement of Net Position with comparative information for fiscal year 2023.

Table 1
Statement of Net Position
As of September 30
(in millions)

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Assets						
Current and Other Assets	$ 244.2	$ 125.5	$ 655.1	$ 598.2	$ 899.3	$ 723.7
Capital Assets	736.8	788.5	1,770.6	1,726.4	2,507.4	2,514.9
Total Assets	981.0	914.0	2,425.7	2,324.6	3,406.7	3,238.6
Deferred Outflow of Resources	103.7	84.5	53.0	38.5	156.7	123.0
Total Assets and Deferred Outflows	1,084.7	998.5	2,478.7	2,363.1	3,563.4	3,361.6
Liabilities						
Current and Other Liabilities	289.9	259.3	268.0	218.7	557.9	478.0
Long-term Debt Outstanding	150.4	69.7	805.9	785.7	956.3	855.4
Total Liabilities	440.3	329.0	1,073.9	1,004.4	1,514.2	1,333.4
Deferred Inflows of Resources	33.2	42.0	38.6	45.9	71.8	87.9
Total Liabilities and Deferred Inflows	473.5	371.0	1,112.5	1,050.3	1,586.0	1,421.3
Net Position						
Net Investment in Capital Assets	560.8	696.0	927.9	884.4	1,488.7	1,580.4
Restricted	179.1	96.4	292.8	288.3	471.9	384.7
Unrestricted	(128.7)	(164.9)	145.5	140.1	16.8	(24.8)
Total Net Position	611.2	627.5	1,366.2	1,312.8	1,977.4	1,940.3
Total Liabilities, Deferred Inflows and Net Position	$ 1,084.7	$ 998.5	$ 2,478.7	$ 2,363.1	$ 3,563.4	$ 3,361.6

Changes in net position over time can be one of the best and most useful indicators of financial position. Total net position of the City increased from $1,940.3 million in 2023 to $1,977.4 million in 2024, an increase of $37.1 million or 1.91%.

The largest portion of the City's net position, $1.49 billion or 75.3%, reflects its substantial investment in capital assets (e.g., land, buildings, equipment, etc.), less the related outstanding debt used to acquire or construct those assets. The City uses these capital assets to provide services to residents; consequently, these assets are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

In addition, a portion of the City's net position, $471.8 million or 23.9%, represents resources that are subject to external restrictions or restrictions imposed by formal action of the City Commission on how they may be used.

After accounting for net position related to Investments in Capital Assets and other restrictions and commitments on net position, the City has an unrestricted net position of $16.8 million.

At the end of the fiscal year, the City is able to report positive balances in all reported categories of net position for the government as a whole with the exception of the unrestricted net position in governmental activities. This negative net position is primarily as a result of City's net pension and OPEB liabilities and their related deferred inflows. The remaining net position categories for governmental activities and all of the net position for business-type activities have positive balances.

The following table is a summary of the fiscal year 2024 Statement of Activities with comparative information for fiscal year 2023.

Table 2
Statement of Activities
For the Year ended September 30
(in millions)

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Revenues						
Program revenues						
Charges for Services	$ 19.4	$ 15.8	$ 621.0	$ 621.3	$ 640.4	$ 637.1
Operating Grants and Contributions	24.5	23.3	6.2	21.1	30.7	44.4
Capital Grants and Contributions	5.0	4.4	24.9	37.4	29.9	41.8
General revenues						
Property Taxes	67.2	57.9	-	-	67.2	57.9
Public Service Taxes	28.0	25.7	-	-	28.0	25.7
Grants and Contributions	41.8	41.0	4.4	2.1	46.2	43.1
Net Investment Revenues	7.2	3.1	51.7	15.1	58.9	18.2
Other Revenues	28.8	20.0	21.2	3.0	50.0	23.0
Total Revenues	221.9	191.2	729.4	700.0	951.3	891.2
Expenses						
General Government	39.8	28.1	-	-	39.8	28.1
Public Safety	99.5	75.1	-	-	99.5	75.1
Transportation	31.4	24.7	-	-	31.4	24.7
Cultural and Recreation	29.8	25.0	-	-	29.8	25.0
Depreciation on Infrastructure	35.8	35.4	-	-	35.8	35.4
Other Primary Government	49.2	41.2	-	-	49.2	41.2
RTU Amortization Expense	0.3	0.3	-	-	0.3	0.3
SBITA Amortization Expense	0.2	0.2	-	-	0.2	0.2
Interest on Long-Term Debt	4.9	3.5	-	-	4.9	3.5
Electric	-	-	290.8	283.3	290.8	283.3
Gas	-	-	23.7	23.6	23.7	23.6
Sewer	-	-	82.4	78.5	82.4	78.5
Water	-	-	44.9	42.1	44.9	42.1
Airport	-	-	24.5	22.2	24.5	22.2
StarMetro	-	-	34.4	35.1	34.4	35.1
Solid Waste	-	-	43.9	32.3	43.9	32.3
Golf	-	-	1.2	1.4	1.2	1.4
Stormwater Management	-	-	22.6	20.8	22.6	20.8
Fire Services	-	-	54.9	52.3	54.9	52.3
Total Expenses	290.9	233.5	623.3	591.6	914.2	825.1
Increase (Decrease) in Net Position Before Transfers	(69.0)	(42.3)	106.1	108.4	37.1	66.1
Transfers	52.7	47.2	(52.7)	(47.2)	-	-
Increase (Decrease) in Net Position From Operations	(16.3)	4.9	53.4	61.2	37.1	66.1
Net Position - October 1	627.5	622.6	1,312.8	1,251.6	1,940.3	1,874.2
Net Position - September 30	$ 611.2	$ 627.5	$ 1,366.2	$ 1,312.8	$ 1,977.4	$ 1,940.3

Governmental Activities

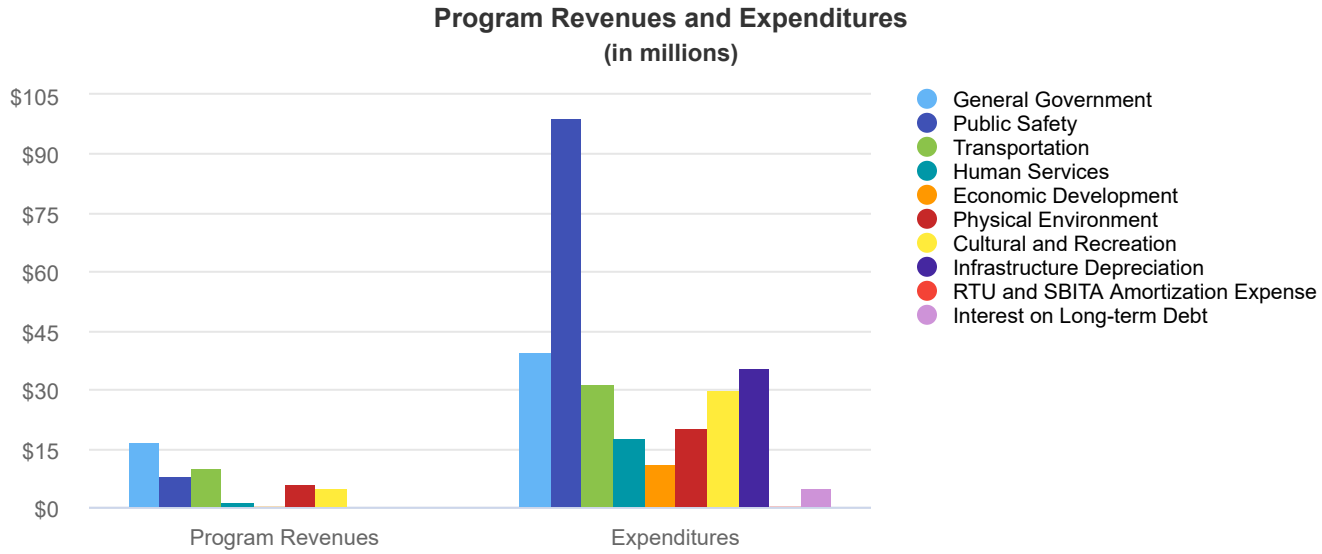
During the fiscal year, net position for governmental activities decreased $16.3 million for current year operations resulting in an ending balance of $611.2 million. Increases in revenues were offset by larger increases in expenditures and transfers out.

Key elements of the overall decrease are as follows:

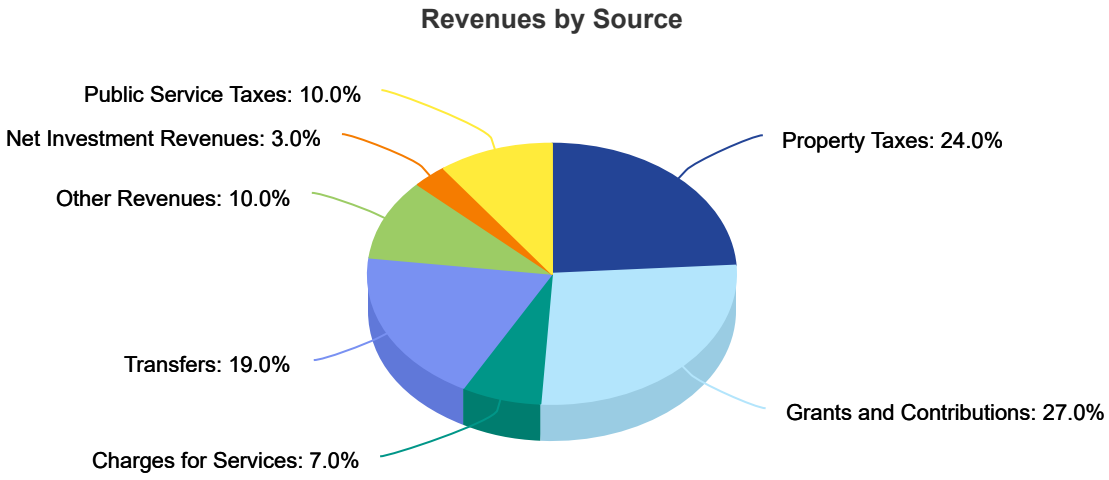
- Revenue increases resulted from the following: increased internal service fund charges in the governmental internal service funds based on allocated costs, increased tax revenue from a higher millage rate coupled with increased property values, increased public service taxes directly proportional to increased utility sales, and better market conditions yielding higher returns on investments.

- Expenses increased mainly in public safety. Public safety expenditures increased due to a $9.5 million increase in the police budget as well as a $7.8 million increase in wrap-around public safety initiatives. Other expenditure increases were primarily due to increased salary and benefit costs and general inflationary pressures.

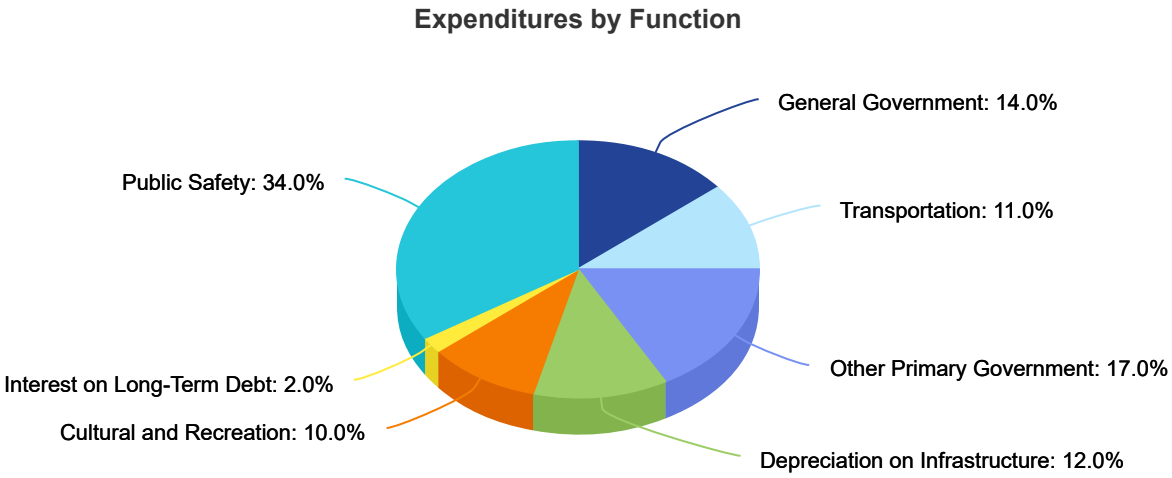
The following chart compares expenditures and program revenues for governmental activities.



The following chart illustrates the City's revenues by source for the City's governmental activities.



The following chart illustrates the City's expenditures by function for the City's governmental activities.



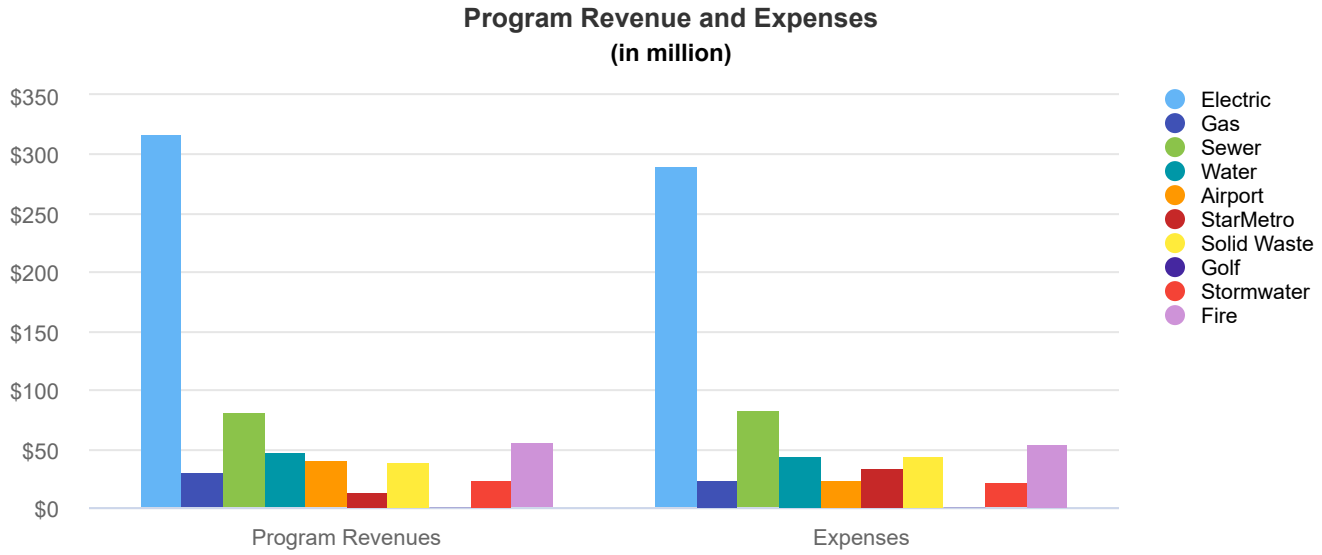
Business-Type Activities

For the City's Business-type activities, the results for the current fiscal year were positive resulting in an ending net position of $1.37 billion. The increase of $53.4 million is the result of current year operations.

Key elements of the increase are as follows:

- Revenues substantially increased due to better market conditions yielding higher returns on investments and unrealized gains.

- Expenses also increased but at a slower rate than revenues. The increases in expenses were substantially related to the May 2024 tornadoes that hit Tallahassee causing a lot of extra expense for debris removal and mutual aid expenses. Additionally, transfers out increased $10 million primarily due to a $12 million transfer from Electric fund to the Utility Technology Project.



Financial Analysis of the City's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of September 30, 2024, the City's governmental funds reported combined ending fund balances of $180.7 million, an increase of $84.3 million in comparison with the prior year. This increase is primarily due to favorable current year operations resulting from the issuance of a capital bond for $65 million for various capital improvements and a public improvement revenue note for $25 million to build a new senior center. Of this amount $2.0 million is considered non-spendable; $60.6 million is restricted for purposes which are externally imposed by providers; $117.0 million is committed for specific purposes that are internally imposed by the City Commission; $2.8 million is assigned to projects under the control of the department budgeted to receive the funds. These restrictions, commitments and assignments result in a negative unassigned fund balance of $1.6 million.

The following table summarizes the change in fund balance for the governmental funds:

Table 3
Financial Analysis of the City's Governmental Funds
(in thousands)

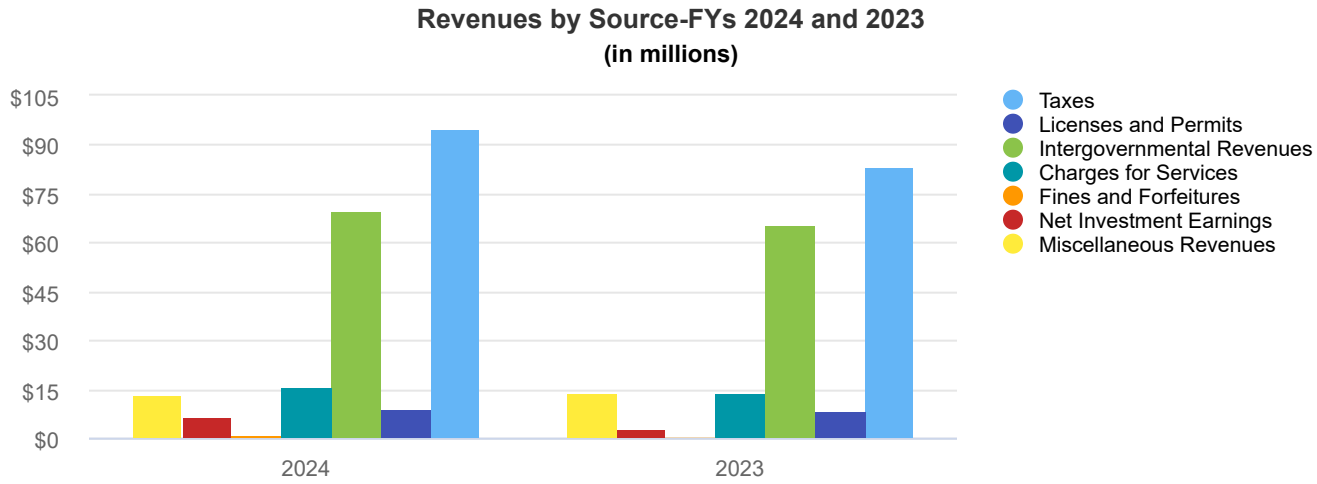
Fund	Fund Balances 9/30/2023	Sources	Uses	Sources Over (Under) Uses	Fund Balances 9/30/2024
General Fund	$ 30,152	$ 203,009	$ 199,994	$ 3,015	$ 33,167
Other Funds	66,211	175,342	94,010	81,332	147,543
Total City Funds	$ 96,363	$ 378,351	$ 294,004	$ 84,347	$ 180,710

The General Fund is the chief operating fund of the City. At the end of the fiscal year, fund balance for the general fund was $33.2 million, or 16.6% of general fund expenditures and other financing uses. Of this amount, $2.0 million is nonspendable and $1.2 million is unassigned.

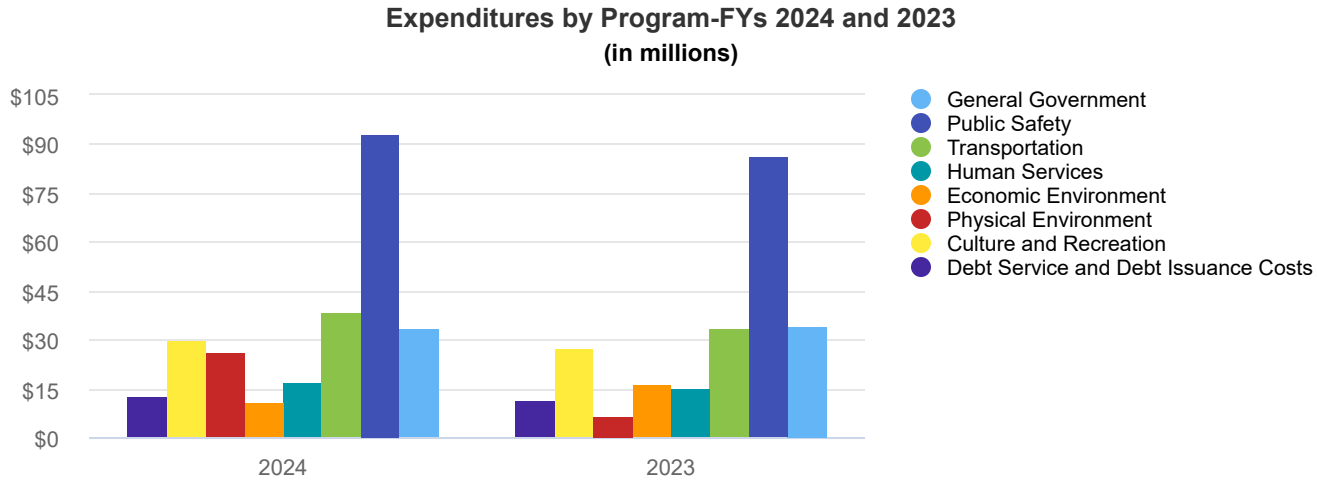
The fund balance for the City's General Fund increased $3.0 million during fiscal year 2024. This increase is primarily related to increased property tax revenues which grew as a result of a millage rate increase from 4.1 to 4.45 in the current year coupled with an average increase of taxable property values of approximately 7.76%, driven by increased local real estate market values.

The fund balance in the City's other nonmajor governmental funds increased $81.3 million from the prior year. This increase was primarily the result of the City issuing a $65 million bond for various capital improvements as well as a loan for $25 million for the construction of a new Senior Center.

The following charts compares revenues by source for the governmental funds



The following chart compares expenditures by program for the governmental funds



Proprietary Funds

The City's proprietary funds provide the same type of information found in the government-wide financial statements but in more detail. Factors addressing the finances of these funds have already been addressed in the discussion of the City's business-type activities.

General Fund Budgetary Highlights

A schedule comparing the original to the final budget and the variance from the final budget to the actual results is included on page 114 of the financial statements.

There was no overall change to the original budget but changes did occur across several categories for various adjustments throughout the fiscal year.

The City's general fund generated a positive variance of approximately $179,000 between the final amended budget and actual results of operation. Actual revenues for the year were $160,000 under budget overall. This was primarily the net effect of a positive variance in tax revenues, an increase in charges for services and a decrease in intergovernmental revenues. Taxes increased due to an ad valorem tax rate hike and property value increases. Charges for services increased mainly in the following areas: parking revenues, fees for police protection at local university games, animal services contract with Leon County, charges for maintenance of traffic signals on state roads, and charges to Leon County for shared costs of the Tallahassee Leon County planning department. This was offset with a negative variance in intergovernmental revenues due to American Rescue Plan Act (ARPA) revenues being budgeted in the general fund but recognized in a special revenue fund. Overall expenses were under budget by $339,000. This variance was mainly due to the net of a positive variance in public safety expenses relating to ARPA expenses budgeted in the general fund but expended in a special revenue fund. Offsetting this large positive variance were large negative variances related to transportation costs and transfers out. Transportation costs went down because the public infrastructure personnel charged less time to capital projects this year resulting in more charges to the general fund operating budget. Transfers out were over budget due to a larger than expected transfer to the Starmetro fund for operational support.

Capital Assets

The City's capital assets for its governmental and business-type activities, net of depreciation, as of September 30, 2024, were approximately $2.5 billion. This represents a net decrease of approximately $7.5 million, or 0.3%, under last year. See Note IV.D. for more information about the City's capital assets.

Table 4
Capital Assets, net of accumulated depreciation
(in thousands)

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	$ 371,266	$ 371,259	$ 157,002	$ 156,138	$ 528,268	$ 527,397
Buildings	41,306	43,584	119,388	125,193	160,694	168,777
Equipment	17,437	59,834	331,651	316,828	349,088	376,662
Improvements (Other than Buildings)	5,185	5,486	17,247	18,948	22,432	24,434
Infrastructure	237,412	265,620	872,415	824,957	1,109,827	1,090,577
Intangibles	1,539	1,718	143,215	154,990	144,754	156,708
Right to Use Property	1,169	1,118	-	-	1,169	1,118
Right to Use Equipment and Fixtures	2,389	2,926	2,611	2,919	5,000	5,845
Subscription Based Arrangements Assets	3,854	5,509	1,519	493	5,373	6,002
Construction in Progress	55,244	31,412	125,531	125,979	180,775	157,391
Total	$ 736,801	$ 788,466	$ 1,770,579	$ 1,726,445	$ 2,507,380	$ 2,514,911

Major capital acquisitions and improvements during the year included the following:

- Aviation infrastructure - $28.1 million
- Electric generation, transmission and distribution infrastructure - $20.2 million
- Gas transmission and distribution infrastructure - $4.7 million
- Sewer collection, treatment, and disposal infrastructure - $29.4 million
- StarMetro acquisition of buses and system improvements - $4.1 million
- Stormwater infrastructure - $3.0 million
- Street construction, widening and expansion projects improvements, park improvements, and vehicles and equipment for public safety purposes, - $24.5 million
- Water transmission and distribution infrastructure - $12.2 million
- Technology and Innovation - $8.5 million

Long-Term Debt

As shown in the following table, as of September 30, 2024, the City had $904.7 million in total debt outstanding. This amount represents bonds and loans secured by specified revenue sources and excludes issuance premium and discounts.

Table 5
Outstanding Debt at September 30
(in thousands)

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
General Revenue Bonds	$ 122,070	$ 65,990	$ -	$ -	$ 122,070	$ 65,990
Proprietary Revenue Bonds	-	-	748,024	752,266	748,024	752,266
Other Loans/Notes	34,610	10,170	-	3,233	34,610	13,403
Total	$ 156,680	$ 76,160	$ 748,024	$ 755,499	$ 904,704	$ 831,659

The City's total debt increased by $73.0 million, or 8.78%, during the current fiscal year. This is primarily due to the net effect of principal paydowns of approximately $471.7 million netted with the execution of a new general obligation bond of $65 million for capital improvements, a new general obligation note for $25 million for the construction of a new senior center, a $27 million note for a new fire station and $424.8 in Energy and Consolidated Utility Systems bonds for system improvements.

Bond ratings have a significant influence in establishing the rate of interest expense the City must pay when the bonds are sold. Ratings for the City's debt have been consistently judged to be of good investment quality as indicated in the following table:

Table 6
Bond Ratings

	Moody's Investors Service, Inc	Standard & Poor's Rating Services	Fitch Ratings, Inc
Capital Bonds	Aa2	NA	AA+
Consolidated Utility Systems Bonds	NA	AA	AA+
Energy System Bonds	Aa3	AA	AA

Additional information about the City's long-term liabilities is included in Note IV-H to the financial statements.

Economic Factors and Next Year's Budget and Rates

Significant Revenue Factors

Funding for the City's governmental activities comes from property taxes and a limited number of other taxes as authorized by the State Legislature (sales, gasoline, utility services, and telecommunications), and other fees to recover the costs of services provided. Revenue is also received from state-shared revenues and grants from state and federal governments.

Revenues for the business-type activities and certain governmental activities (permitting, recreational programs, etc.) come from user fees or service charges. The consumption of the City's utilities is impacted by local weather patterns and the growth of new homes and businesses in the market. In recent years, there has been a decreasing consumption trend per capita in all the utilities due mainly to the City's demand side management programs. The resulting slower growth in demand has allowed the City to defer adding generating capacity for its electric utility. The cost of fuel is recovered from customers through cost recovery adjustments that are not part of base rates to customers. The Electric Fund maintains a reserve account that has been used in the past to reduce the impact to electric customers of steep increases in the market price of fuel. The balance in this fund as of September 30, 2023, was approximately $95 million.

Economic and other Factors that may Impact the City's Financial Position

The presence of two state universities, a community college and the state government provide a stabilizing influence on the City of Tallahassee's financial position. Leon County's unemployment has consistently been lower than the national level, which was the case in 2024.

As with any capital city, the health of the state government will continue to have a substantial impact on the economic and financial health of the City of Tallahassee. State government sales tax revenues have continued to increase in recent years, nearing historic high levels, a strong indicator for one of the largest industries in the City. The City continues to monitor other state and local revenue streams, such as the Communication Services Tax, and contracts lobbying services to advocate for its financial interest at both the state and federal levels. Additionally, the City is deliberate in seeking out state and federal grant opportunities to support the services it provides to its citizens.

Alongside the state workforce, Tallahassee's institutions of higher learning continue to be major economic drivers in the community. Ongoing partnerships with these institutions represent significant economic and development opportunities for the City. Most recently, increased partnerships between the universities and the City have helped attract companies to relocate to Tallahassee, especially those interested in the research being performed by Florida State University's National High Magnetic Field Laboratory. Furthermore, while college education costs have come under increased scrutiny in the past couple of years, state university tuition remains affordable compared to public universities in other states.

The City is actively involved in recruiting new businesses and employers to the area by providing a variety of incentives and funding for eligible businesses as well as planning tools designed to promote economic development. This strategy has been successful in attracting new businesses and supporting existing businesses. In 2024, Danfoss Turbocor completed a 145,000-square-foot production facility in Innovation Park, doubling its manufacturing capacity. The expansion will nearly double its current workforce of 260 employees. In 2023, Amazon opened a 635,000-square-foot robotics fulfillment center that supports 1,300 full-time jobs.

Additionally, with the anticipated 2025 opening of the International Processing Facility at the Tallahassee International Airport (TLH), the establishment of a Foreign Trade Zone is well underway and is anticipated to create more than 1,600 jobs and generate more than $300 million annually in economic impact. This is expected to further drive the economic impact of TLH, which increased by 43% between 2019 and 2024.

Another sign of economic activity is the number of new developments completed or under construction throughout the City. In FY 2024, the City permitted 783,000 square feet of new commercial space. A nearly complete downtown development project, Industry Apartments, is beginning to lease its first tenants. Once fully leased, the development will feature 231 apartments, 17 townhouses, and 15,000 square feet of retail space. The Canopy Project, a mixed-use development of 505 acres, continues to build out apartments and hundreds of new single-family homes. South of downtown, SoMo Walls is a new 33,000 square foot multi-purpose venue bringing unique dining, retail, service, and office space to the community and supporting an estimated 130 new jobs. New subdivisions continue their construction of single-family homes in various sectors of the City while a number of apartment complexes and condominium units are planned or

underway across the community. In addition to private investment, the City has a five-year Capital Improvement Plan of $1.2 billion, encompassing 197 projects aimed at improving roads, sidewalks, and utilities to enhance the overall appeal of Tallahassee for both businesses and residents. The Blueprint Intergovernmental Agency is contributing more than $500 million through its five-year capital plan, further bolstering public investment in the region through additional roadway improvements, bike and pedestrian facilities, developed public space, and new public parks.

Founded in 1948, Tallahassee Memorial Hospital (TMH) is a private, not-for-profit community healthcare system committed to transforming care, advancing health, and improving lives with an ultimate vision to elevate the standards of healthcare practice, quality and innovation in the Big Bend region of Florida. Serving a 21-county area in North Florida, South Georgia and South Alabama, TMH is comprised of a 772-bed acute care hospital, a surgery and adult ICU center, a psychiatric hospital, multiple specialty care centers, three residency programs, 38 affiliated physician practices and partnerships with Alliant Management Services, Apalachee Center, Calhoun Liberty Hospital, Capital Health Plan, Doctors' Memorial Hospital, Florida State University College of Medicine, Radiology Associates, University of Florida Health, Weems Memorial Hospital and Wolfson Children's Hospital. TMH will expand its service footprint with a health care campus in Panama City Beach in Bay County, highlighting both TMH's vitality and the healthcare industry connection between our two communities. TMH is partnering with Florida State University and the St. Joe Company on this project, which will include an 80,000-square-foot medical office building which opened in 2024, and a 100-bed hospital slated to be completed in 2027. FSU and TMH are also partnering to build an academic health center of the future in Tallahassee. The State of Florida awarded Florida State University $125 million for this project in 2022. The new academic health center will be located on TMH's main campus. The facility, scheduled to be completed in 2026, will provide about 140,000 square feet of medical and research-related space. It will accommodate an estimated 30 principal investigators, sustain over 350 high-paying permanent jobs, and is expected to produce an estimated $40 million of additional annual grant funding.

These indicators, as well as others, were taken into account when adopting the City's budget for fiscal year 2025. The total fiscal year 2025 City-wide operating budget totals $868.4 million, an increase of $41.7 million from fiscal year 2024. Personnel expenditures account for approximately 31% of the City's operating budget. The City's fiscal year 2025 operating budget has a net increase of 26.25 positions bringing total positions to 2,980.75.

The capital budget for fiscal year 2025 totals $253 million, an increase of $48 million from fiscal year 2024. The City's utilities account for $146 million or 58% of the capital budget; other major uses include transportation, general government, public safety, technology, and culture and recreation. Bond proceeds (new and existing) will fund approximately 27% of these capital projects with the balance of funding coming primarily from capital improvement funds reserved for projects, federal funds, state funds, and general government resources. The City has a five year plan for capital improvements for all projects planned through fiscal year 2029 which totals $1.1 billion with appropriations of funding made on an annual basis.

Financial Contact

This financial report is designed to provide residents, taxpayers, customers, and creditors with a general overview of the City of Tallahassee's finances and to demonstrate the City's accountability for the money it receives. If you have questions about the report or need additional financial information, contact the Financial Reporting Manager at 300 South Adams Street, Mailbox A-29, Tallahassee, Florida 32301-1731 or via email at Rita.Stevens@talgov.com.



Basic Financial Statements

These basic financial statements provide a summary overview of the financial position as well as the operating results of the City of Tallahassee. They also serve as an introduction to the more detailed statements and schedules that follow in subsequent sections:

- Government-wide Financial Statements
- Governmental Funds Financial Statements
- Proprietary Funds Financial Statements
- Fiduciary Funds Financial Statements
- Notes to Financial Statements

City of Tallahassee, Florida
Statement of Net Position
September 30, 2024
(in thousands)

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Downtown Improvement Authority
Assets and Deferred Outflows of Resources				
Current Assets				
Cash and Cash Equivalents	$ 66,895	$ 204,064	$ 270,959	$ 319
Securities Lending Collateral	1,248	2,641	3,889	4
Receivables:				
Accrued Interest	328	1,078	1,406	2
Customers and Other	679	108,362	109,041	1
Notes	906	4,978	5,884	-
Leases	-	314	314	-
Special Assessments	42	-	42	-
Less: Allowance for Doubtful Accounts	(29)	(21,577)	(21,606)	-
Due From Other Governments	19,331	15,180	34,511	-
Prepaid Expenses	-	3,919	3,919	-
Inventory	925	59,517	60,442	-
Cash and Cash Equivalents - Restricted	109,877	298,907	408,784	-
Securities Lending Collateral - Restricted	1,305	3,558	4,863	-
Receivables - Restricted:				
Accrued Interest	571	1,560	2,131	-
Other	12	-	12	-
Notes	343	-	343	-
Leases	2,256	557	2,813	-
Due From Other Governments	1,824	3,887	5,711	-
Total Current Assets	206,513	686,945	893,458	326
Noncurrent Assets				
Internal Balances	37,717	(37,717)	-	-
Deposits	-	5,904	5,904	-
Capital Assets				
Land and Construction in Progress	426,510	282,533	709,043	-
Other, Net of Accumulated Depreciation	310,291	1,488,046	1,798,337	-
Total Noncurrent Assets	774,518	1,738,766	2,513,284	-
Total Assets	981,031	2,425,711	3,406,742	326
Deferred Outflows of Resources				
Pension related deferred outflows	94,234	36,210	130,444	74
OPEB related deferred outflows	9,457	7,657	17,114	19
Fuel Hedging deferred outflows	-	9,142	9,142	-
Total Deferred Outflows of Resources	103,691	53,009	156,700	93
Total Assets and Deferred Outflows of Resources	$ 1,084,722	$ 2,478,720	$ 3,563,442	$ 419

The notes to the financial statements are an integral part of these financial statements.

City of Tallahassee, Florida
Statement of Net Position
September 30, 2024
(in thousands)

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Downtown Improvement Authority
Liabilities, Deferred Inflows of Resources and Net Postion				
Current Liabilities				
Obligations Under Securities Lending	$ 1,248	$ 2,641	$ 3,889	$ 4
Accounts Payable	9,384	74,671	84,055	26
Deposits Payable	-	30,015	30,015	-
Unearned Revenue	6,002	138	6,140	-
Due to Other Governments	2,487	-	2,487	1
Lease Payable	1,298	438	1,736	-
Subscription Liability	1,257	525	1,782	-
Compensated Absences	7,813	10,831	18,644	8
Accounts Payable - Restricted	7,527	6,948	14,475	-
Obligations Under Securities Lending - Restricted	1,305	3,558	4,863	-
Unearned Revenue - Restricted	477	-	477	-
Bonds and Loans Payable	14,235	36,657	50,892	-
Total Current Liabilities	53,033	166,422	219,455	39
Noncurrent Liabilities				
Compensated Absences	4,157	5,786	9,943	-
Customer Contracts Payable	-	2,175	2,175	-
Claims Payable	-	15,690	15,690	-
Lease Payable	2,665	2,230	4,895	-
Subscription Liability	1,698	1,019	2,717	-
Net OPEB Liability	37,202	25,370	62,572	104
Net Pension Liability	191,158	40,227	231,385	72
Bonds and Loans Payable	150,396	805,855	956,251	-
Derivative Instruments	-	9,142	9,142	-
Total Noncurrent Liabilities	387,276	907,494	1,294,770	176
Total Liabilities	440,309	1,073,916	1,514,225	215
Deferred Inflows of Resources				
Deferred Inflows on Bond Refundings	3,377	24,590	27,967	-
Pension Related Deferred Inflows	13,775	1,523	15,298	5
OPEB Related Deferred Inflows	13,831	11,661	25,492	21
Lease Related Deferred Inflows	2,188	836	3,024	-
Total Deferred Inflows of Resources	33,171	38,610	71,781	26
Total Liabilities and Deferred Inflows of Resources	473,480	1,112,526	1,586,006	241
Net Position				
Net Investment in Capital Assets	560,847	927,864	1,488,711	-
Restricted for:				
Capital Projects	50,258	292,839	343,097	-
Debt Service	10,355	8	10,363	-
Cemetery Grounds Maintenance	2,129	-	2,129	-
Emergency Management	27,086	-	27,086	-
General Government	5,969	-	5,969	-
Technology Upgrades and Equipment	4,611	-	4,611	-
Housing and Community Development	5,818	-	5,818	-
Public Infrastructure and Park Enhancements	45,448	-	45,448	-
Public Safety Campus	24,083	-	24,083	-
Other Purposes	3,316	-	3,316	-
Unrestricted	(128,678)	145,483	16,805	178
Total Net Position	611,242	1,366,194	1,977,436	178
Total Liabilities, Deferred Inflows of Resources and Net Position	$ 1,084,722	$ 2,478,720	$ 3,563,442	$ 419

The notes to the financial statements are an integral part of these financial statements.

Statement of Activities
For the Fiscal Year Ended September 30, 2024
(in thousands)

Function/Program	Expenses	Program Revenue: Charges for Services	Program Revenue: Operating Grants and Contributions	Program Revenue: Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position: Primary Government: Governmental Activities	Primary Government: Business-type Activities	Primary Government: Total	Component Unit
Primary Government:								
Governmental Activities:								
General Government	$ 39,794	$ 3,302	$ 13,589	$ -	$ (22,903)	$ -	$ (22,903)	$ -
Public Safety	99,454	1,631	6,644	-	(91,179)	-	(91,179)	-
Transportation	31,420	5,130	2,364	2,863	(21,063)	-	(21,063)	-
Human Services	17,782	1,509	271	-	(16,002)	-	(16,002)	-
Economic Development	11,229	342	-	-	(10,887)	-	(10,887)	-
Physical Environment	20,153	2,843	1,136	2,125	(14,049)	-	(14,049)	-
Culture and Recreation	29,839	4,595	530	-	(24,714)	-	(24,714)	-
Unallocated Depreciation on Infrastructure	35,835	-	-	-	(35,835)	-	(35,835)	-
RTU Amortization Expense	282	-	-	-	(282)	-	(282)	-
SBITA Amortization Expense	214	-	-	-	(214)	-	(214)	-
Interest on Long-Term Debt	4,935	-	-	-	(4,935)	-	(4,935)	-
Total governmental activities	290,937	19,352	24,534	4,988	(242,063)	-	(242,063)	-
Business-type Activities:								
Electric	290,774	316,297	965	-	-	26,488	26,488	-
Gas	23,706	31,225	2	-	-	7,521	7,521	-
Sewer	82,440	82,265	7	-	-	(168)	(168)	-
Water	44,881	47,211	14	-	-	2,344	2,344	-
Airport	24,457	17,613	1,892	20,466	-	15,514	15,514	-
StarMetro	34,438	6,904	2,474	4,436	-	(20,624)	(20,624)	-
Solid Waste	43,864	38,233	812	-	-	(4,819)	(4,819)	-
Golf	1,234	1,387	-	-	-	153	153	-
Stormwater Management	22,571	24,136	-	-	-	1,565	1,565	-
Fire Services	54,880	55,724	-	-	-	844	844	-
Total business-type activities	623,245	620,995	6,166	24,902	-	28,818	28,818	-
Total primary government	$ 914,182	$ 640,347	$ 30,700	$ 29,890	(242,063)	28,818	(213,245)	-
Component Unit:								
Downtown Improvement Authority	$ 485	$ -	$ -	$ -	0.0	0.0	0.0	(485)
General Revenues and Net Transfers								
Taxes:								
Property Taxes, levied for general purposes					67,247	-	67,247	316
Public Service Taxes					28,005	-	28,005	-
Permits and Fees					6,641	-	6,641	-
Grants and Contributions, not restricted to specific programs					41,770	4,445	46,215	58
Net Unrestricted Investment Earnings					4,848	18,492	23,340	11
Net Securities Lending Income					13	108	121	-
Change in Fair Value of Investments					2,340	33,059	35,399	27
Miscellaneous					22,214	21,203	43,417	211
Net Transfers					52,742	(52,742)	-	-
Total General Revenues and Transfers					225,820	24,565	250,385	623
Change in Net Position					(16,243)	53,383	37,140	138
Net Position - October 1					627,485	1,312,811	1,940,296	40
Net Position - September 30					$ 611,242	$ 1,366,194	$ 1,977,436	$ 178

The notes to the financial statements are an integral part of these financial statements.

Posted on October 5, 2026

Governmental Funds

General	Accounts for all financial resources except those required to be accounted for in another fund. The functions paid for by the general fund include police, protective inspection, code enforcement, culture and recreation, general government, transportation, human services, economic development, and physical environment.
Other Governmental Funds	Detailed descriptions of these funds are provided on page 129.

Proprietary Funds

Electric	Accounts for the assets, operation and maintenance of the City-owned electric generation, transmission, and distribution system
Gas	Accounts for the assets, operation and maintenance of the City-owned gas system.
Sewer	Accounts for the assets, operation and maintenance of the City's wastewater collection and treatment system.
Water	Accounts for the assets, operation and maintenance of the City's water production and distribution system.
Airport	Accounts for the assets, operation and maintenance of the City-owned international airport.
Stormwater	Management Accounts for the operation, maintenance, and expansion of the City-owned stormwater utility system.
Other Enterprise Funds	Detailed descriptions of these funds are provided on page 136.
Internal Service Funds	Detailed description of these funds are provided on page 141.

Fiduciary Funds

Pension and OPEB Trust Funds	Detailed descriptions of these funds are provided on page 149.
Custodial Fund	Reports Fiduciary activities that are not required to be reported in pension (and other employee benefit) trust funds, investment trust funds, or private-purpose trust funds.

Balance Sheet
Governmental Funds
September 30, 2024
(in thousands)

	General	Other Governmental Funds	Total Governmental Funds
ASSETS			
Assets Unrestricted			
Cash and Cash Equivalents	$ 25,892	$ 37,649	$ 63,541
Securities Lending Collateral	308	901	1,209
Receivables:			
Accrued Interest	141	167	308
Customers and Others	669	-	669
Leases	1,965	291	2,256
Notes	-	906	906
Special Assessments	-	42	42
Less: Allowance for Doubtful Accounts	(29)	-	(29)
Due From Other Funds	-	3,005	3,005
Due From Other Governments	13,837	5,041	18,878
Advances To Other Funds	-	9,995	9,995
Inventory	925	-	925
Assets Restricted			
Cash and Cash Equivalents	1,037	108,919	109,956
Securities Lending Collateral	12	1,293	1,305
Receivables:			
Accrued Interest	-	571	571
Customers and Others	-	12	12
Notes	-	343	343
Due From Other Governments	-	1,824	1,824
Total Assets	$ 44,757	$ 170,959	$ 215,716
LIABILITIES			
Liabilities Unrestricted			
Obligations Under Securities Lending	$ 308	$ 901	$ 1,209
Accounts and Retainage Payable	4,728	1,987	6,715
Due To Other Funds	53	3,005	3,058
Due To Other Governments	2,487	-	2,487
Advances from Other Funds	1,032	3,006	4,038
Unearned Revenue	-	6,002	6,002
Liabilities Restricted			
Obligations Under Securities Lending	12	1,293	1,305
Accounts and Retainage Payable	1,037	6,490	7,527
Unearned Revenue	-	477	477
Total Liabilities	9,657	23,161	32,818
DEFERRED INFLOWS OF RESOURCES			
Lease Related Deferred Inflows	1,933	255	2,188
Total Deferred Inflows of Resources	1,933	255	2,188
Total Liabilities and Deferred Inflows of Resources	11,590	23,416	35,006
FUND BALANCES			
Nonspendable	1,962	-	1,962
Spendable:			
Restricted	-	60,613	60,613
Committed	27,243	89,775	117,018
Assigned	2,755	-	2,755
Unassigned	1,207	(2,845)	(1,638)
Total Fund Balances	33,167	147,543	180,710
Total Liabilities and Fund Balances	$ 44,757	$ 170,959	$ 215,716

The notes to the financial statements are an integral part of these financial statements.

**Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position
September 30, 2024
(in thousands)**

Total Fund Balances - Governmental Funds	$	180,710
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital and right to use assets used in governmental activities are not financial resources and therefore are not reported in the funds.		736,801
Long-term receivables will not be collected in the current period and, therefore, are not reported in the funds.		33,738
Internal service funds are used by management to charge the costs of certain activities to individual funds. The assets and liabilities of the governmental-type internal service funds are included in the Statement of Net Position.		(756)
Certain amounts related to the Net Pension Liability and Net OPEB liability are deferred and amortized over time and are not reported in the funds.		40,523
Deferred results and contributions to pension plans made after the measurement date are recorded as expenditures in the fund statements but must be deferred in the Statement of Net Position.		35,562
Long-term liabilities, including bonds payable, compensated absences, deferred outflows of resources, net pension liability, and net OPEB liability are not due and payable in the current period and therefore are not reported in the funds.		(415,336)
Net Position - Governmental Activities	$	611,242

The notes to the financial statements are an integral part of these financial statements.

Statement of Revenues, Expenditures and Changes in Fund Balance Governmental Funds For the Fiscal Year Ended September 30, 2024 (in thousands)

	General	Other Governmental Funds	Total Governmental Funds
REVENUES			
Taxes	$ 90,360	$ 4,892	$ 95,252
Licenses and Permits	2,861	6,641	9,502
Intergovernmental Revenues	26,144	44,013	70,157
Charges for Services	14,408	1,759	16,167
Fines and Forfeitures	624	442	1,066
Net Investment Earnings	451	4,230	4,681
Securities Lending Income	9	92	101
Change in Fair Value of Investments	-	2,221	2,221
Miscellaneous Revenues	11,560	2,236	13,796
Total Revenues	146,417	66,526	212,943
EXPENDITURES			
Current			
General Government	29,544	4,409	33,953
Public Safety	76,936	16,555	93,491
Transportation	22,788	16,086	38,874
Human Services	12,743	4,651	17,394
Economic Environment	115	10,927	11,042
Physical Environment	5,293	21,123	26,416
Culture and Recreation	27,387	2,395	29,782
Securities Lending Expense			
Interest	8	80	88
Debt Service			
Principal Retired	-	8,715	8,715
Interest and Fiscal Charges	94	4,117	4,211
Total Expenditures	174,908	89,058	263,966
Excess of Revenues Over (Under) Expenses	(28,491)	(22,532)	(51,023)
OTHER FINANCING SOURCES (USES)			
Transfers In	55,730	13,736	69,466
Transfers Out	(25,086)	(4,952)	(30,038)
Proceeds from Sale of Capital Assets	862	-	862
Proceeds from Sale of Bonds and Loans	-	90,110	90,110
Premium from Bond Issuance	-	4,970	4,970
Total Other Financing Sources (Uses)	31,506	103,864	135,370
Net Change in Fund Balances	3,015	81,332	84,347
Fund Balances - October 1	30,152	66,211	96,363
Fund Balances - September 30	$ 33,167	$ 147,543	$ 180,710

The notes to the financial statements are an integral part of these financial statements.

Reconciliation of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the Fiscal Year Ended September 30, 2024 (in thousands)

Net Change in Fund Balances - Total Governmental Funds	$	84,347
Amounts reported for governmental activities in the Statement of Activities are different because:		
Capital outlays are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation and amortization in the current period.		(17,766)
Internal Service funds are used by management to charge the costs of certain activities to individual funds. The net revenue of certain internal service funds is reported with governmental activities.		12,434
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is issued, whereas these amounts are deferred and amortized in the Statement of Activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.		(85,513)
The net change in compensated absences which is reported in the Statement of Activities does not require the use of current financial resources and therefore is not reported as an expenditure in governmental funds.		(252)
Pension and OPEB related items reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as an expenditure in governmental funds.		(9,493)
Change in Net Position of Governmental Activities	$	(16,243)

The notes to the financial statements are an integral part of these financial statements.

Statement of Net Position
Proprietary Funds
September 30, 2024
(in thousands)

	Enterprise Funds								
	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
ASSETS									
Current Assets									
Unrestricted									
Cash and Cash Equivalents	$ 97,279	$ 5,266	$ -	$ 1,178	$ 2,670	$ 36,459	$ 3,548	$ 146,400	$ 61,018
Securities Lending Collateral	1,158	63	-	14	32	434	42	1,743	937
Receivables:									
Accrued Interest	511	28	6	4	15	192	19	775	322
Customers and Others	62,097	4,290	13,440	7,957	1,327	3,926	14,934	107,971	402
Notes	4,377	-	601	-	-	-	-	4,978	-
Leases	-	-	-	175	83	-	56	314	-
Due From Other Governments	4,139	2	800	152	-	22	9,974	15,089	544
Less: Allowance for Doubtful Accounts	(12,340)	(495)	(2,332)	(1,712)	(351)	(819)	(3,528)	(21,577)	-
Prepaid Expenses	-	-	-	-	-	-	-	-	3,919
Due From Other Funds	30,000	-	-	-	-	140	-	30,140	23,413
Inventory	54,810	82	987	73	223	-	1,012	57,187	2,330
Restricted									
Cash and Cash Equivalents	159,454	14,489	56,862	14,028	27,756	-	26,318	298,907	-
Securities Lending Collateral	1,898	173	677	167	330	-	313	3,558	-
Accrued Interest	837	76	292	72	145	-	138	1,560	-
Due From Other Governments	-	-	36	47	2,501	-	1,303	3,887	-
Total Current Assets	404,220	23,974	71,369	22,155	34,731	40,354	54,129	650,932	92,885
Noncurrent Assets									
Leases	-	-	-	291	93	-	173	557	-
Advances To Other Funds	3,000	-	9,504	-	-	-	-	12,504	1,599
Deposits	-	-	-	-	-	-	-	-	5,904
Capital Assets									
Land and Construction in Progress	62,264	347	43,052	11,119	43,942	116,239	5,526	282,489	9,471
Other, Net of Accumulated Depreciation	551,053	63,155	407,581	170,201	102,274	91,880	44,114	1,430,258	76,632
Total Noncurrent Assets	616,317	63,502	460,137	181,611	146,309	208,119	49,813	1,725,808	93,606
Total Assets	1,020,537	87,476	531,506	203,766	181,040	248,473	103,942	2,376,740	186,491
DEFERRED OUTFLOWS OF RESOURCES									
Pension Related Deferred Outflows	13,662	1,129	6,571	3,255	2,714	2,865	6,014	36,210	-
OPEB Related Deferred Outflows	2,222	209	1,103	546	361	366	2,850	7,657	-
Deferred Outflows on Fuel Hedging	-	-	-	-	-	-	153	153	8,989
Total Deferred Outflows of Resources	15,884	1,338	7,674	3,801	3,075	3,231	9,017	44,020	8,989
Total Assets and Deferred Outflows of Resources	$ 1,036,421	$ 88,814	$ 539,180	$ 207,567	$ 184,115	$ 251,704	$ 112,959	$ 2,420,760	$ 195,480

The notes to the financial statements are an integral part of these financial statements.

Statement of Net Position
Proprietary Funds (Continued)
September 30, 2024
(in thousands)

	Enterprise Funds								
	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
LIABILITIES									
Current Liabilities									
Unrestricted									
Accounts and Retainage Payable	$ 45,465	$ 3,861	$ 5,517	$ 1,545	$ 3,498	$ 453	$ 3,314	$ 63,653	$ 13,688
Due To Other Funds	-	-	140	-	3	-	19,915	20,058	33,442
Compensated Absences	2,886	234	886	760	445	555	2,794	8,560	3,234
Lease Payable	-	-	-	-	5	-	377	382	1,354
SBITA Liability	-	-	-	-	-	-	64	64	1,718
Obligations Under Securities Lending	1,158	63	-	14	32	434	42	1,743	937
Unearned Revenue	-	-	-	-	-	-	138	138	-
Deposits Payable	26,157	998	-	2,823	37	-	-	30,015	-
Loans Payable	-	-	-	-	-	-	185	185	-
Bonds Payable	21,602	348	9,852	3,763	-	-	907	36,472	885
Restricted									
Accounts and Retainage Payable	2,666	62	669	219	1,904	-	1,428	6,948	-
Obligations Under Securities Lending	1,898	173	677	167	330	-	313	3,558	-
Total Current Liabilities	101,832	5,739	17,741	9,291	6,254	1,442	29,477	171,776	55,258
Noncurrent Liabilities									
Claims Payable	-	-	-	-	-	-	-	-	15,690
Customer Contracts Payable	-	-	1,457	718	-	-	-	2,175	-
Advances from Other Funds	3,978	-	-	-	100	4,074	11,746	19,898	162
Compensated Absences	1,426	152	685	-	355	164	1,900	4,682	1,414
Lease Payable	-	-	-	-	3	-	2,132	2,135	1,352
SBITA Liability	-	-	-	-	-	-	69	69	2,285
Net OPEB Liability	5,566	647	4,239	1,776	922	191	12,029	25,370	-
Loans Payable	-	-	-	-	-	-	26,815	26,815	-
Bonds Payable	452,115	2,561	234,671	86,845	-	-	2,848	779,040	2,730
Net Pension Liability	15,189	1,269	7,319	3,698	2,849	3,187	6,716	40,227	-
Derivative Instruments	-	-	-	-	-	-	153	153	8,989
Total Noncurrent Liabilities	478,274	4,629	248,371	93,037	4,229	7,616	64,408	900,564	32,622
Total Liabilities	580,106	10,368	266,112	102,328	10,483	9,058	93,885	1,072,340	87,880
DEFERRED INFLOWS OF RESOURCES									
Deferred Inflows on Refunding of Bonds	8,057	309	12,388	3,836	-	-	-	24,590	-
Pension Related Deferred Inflows	555	49	270	145	120	119	265	1,523	-
OPEB Related Deferred Inflows	3,562	322	1,621	842	576	662	4,076	11,661	-
Lease Related Deferred Inflows	-	-	-	440	169	-	227	836	-
Total Liabilities and Deferred Inflows of Resources	592,280	11,048	280,391	107,591	11,348	9,839	98,453	1,110,950	87,880
NET POSITION									
Net Investment in Capital Assets	131,543	60,284	196,203	86,933	146,039	208,119	42,473	871,594	75,779
Restricted for:									
Debt Service	-	-	8	-	-	-	-	8	-
Renewal, Replacement and Improvements	162,063	14,199	42,932	12,974	25,238	34,769	664	292,839	-
Unrestricted	150,535	3,283	19,646	69	1,490	(1,023)	(28,631)	145,369	31,821
Total Net Position	444,141	77,766	258,789	99,976	172,767	241,865	14,506	1,309,810	107,600
Total Liabilities, Deferred Inflows, and Net Position	$ 1,036,421	$ 88,814	$ 539,180	$ 207,567	$ 184,115	$ 251,704	$ 112,959	2,420,760	$ 195,480
Adjustment to reflect the consolidation of internal service fund activities to enterprise funds								56,384	
Net Position of Business-type Activities								$ 1,366,194	

The notes to the financial statements are an integral part of these financial statements.

Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Enterprise Funds								
	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
OPERATING REVENUES									
Charges for Services									
Residential Sales	$ 145,569	$ 12,911	$ 44,011	$ 23,953	$ -	$ 10,956	$ 44,302	$ 281,702	$ -
Commercial and Industrial Sales	140,321	17,341	32,417	15,538	-	12,193	45,437	263,247	-
Public Street and Highway Lighting	5,469	-	-	-	-	-	-	5,469	-
Sales for Resale	11,710	-	-	-	-	-	-	11,710	-
Surcharge	3,415	385	2,088	2,794	-	-	-	8,682	-
Tapping Fees	-	20	208	621	-	-	-	849	-
Landing Fees	-	-	-	-	1,722	-	-	1,722	-
Initiating Service	812	127	-	437	-	-	-	1,376	-
Rentals	1,601	-	-	-	13,158	-	-	14,759	-
Cut-ins and Cut Fees	981	19	-	77	-	-	-	1,077	-
County Government	-	-	-	-	-	-	3,616	3,616	-
Recreation Fees	-	-	-	-	-	-	1,387	1,387	-
Transportation Fees	-	-	-	-	-	-	6,762	6,762	-
Other Charges	6,418	422	3,540	2,723	2,733	986	744	17,566	238,355
Total Operating Revenues	316,296	31,225	82,264	46,143	17,613	24,135	102,248	619,924	238,355
OPERATING EXPENSES									
Personnel Services	46,237	3,667	19,052	10,957	8,034	8,212	58,041	154,200	54,959
Fossil Fuel	77,950	10,773	-	-	-	-	310	89,033	-
Power Purchased	5,506	-	-	-	-	-	-	5,506	-
Contractual Services	60,668	5,137	24,919	18,855	7,074	10,369	59,043	186,065	42,003
Materials and Supplies	15,742	266	7,573	2,433	275	656	4,408	31,353	116,816
Other	7,545	821	2,600	2,097	208	785	4,981	19,037	16,862
Depreciation	54,017	2,457	20,806	7,087	7,264	2,469	5,516	99,616	12,052
Amortization	26	-	-	-	7	-	437	470	5,754
Total Operating Expenses	267,691	23,121	74,950	41,429	22,862	22,491	132,736	585,280	248,446
Operating Income (Loss)	$ 48,605	$ 8,104	$ 7,314	$ 4,714	$ (5,249)	$ 1,644	$ (30,488)	$ 34,644	$ (10,091)

The notes to the financial statements are an integral part of these financial statements.

Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Enterprise Funds								
	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
NON-OPERATING REVENUES (EXPENSES)									
Net Investment Earnings	$ 8,253	$ 534	$ 2,415	$ 925	$ 1,009	$ 1,230	$ 1,456	$ 15,822	$ 2,876
Change in Fair Value of Investments	19,032	1,222	4,986	2,331	647	-	279	28,497	4,681
Securities Lending									
Securities Lending Income	194	9	56	19	28	28	28	362	66
Interest Expense	(168)	(8)	(48)	(16)	(24)	(24)	(24)	(312)	(56)
Agent Fees	(5)	-	(1)	-	(1)	(1)	-	(8)	(1)
Intergovernmental Revenues	965	2	7	14	1,892	-	3,286	6,166	897
Other Revenues	7,077	85	7,594	4,106	211	41	2,133	21,247	12,750
Interest Income	-	-	-	-	-	-	-	-	51
Interest Expense	(12,907)	(60)	(6,259)	(2,740)	(1)	(136)	(569)	(22,672)	(1,960)
Debt Issuance Costs	(89)	(5)	(675)	(260)	-	-	(73)	(1,102)	-
Gain (Loss) on Sale of Assets	-	-	-	-	(428)	-	-	(428)	-
Other Expenses	(7,133)	(6)	(272)	(403)	(969)	(156)	(1,751)	(10,690)	(683)
Total Non-Operating Revenues (Expenses)	15,219	1,773	7,803	3,976	2,364	982	4,765	36,882	18,621
Income (Loss) Before Capital Contributions and Operating Transfers	63,824	9,877	15,117	8,690	(2,885)	2,626	(25,723)	71,526	8,530
CAPITAL CONTRIBUTIONS AND TRANSFERS									
Capital Contributions	-	-	-	-	20,466	-	4,436	24,902	287
Transfers In	5,225	26	17,633	12,130	1,145	4,245	19,920	60,324	60,624
Transfers Out	(53,951)	(4,741)	(25,480)	(17,646)	(1,455)	(6,247)	(12,890)	(122,410)	(37,966)
Total Capital Contributions and Transfers	(48,726)	(4,715)	(7,847)	(5,516)	20,156	(2,002)	11,466	(37,184)	22,945
Change in Net Position	15,098	5,162	7,270	3,174	17,271	624	(14,257)	34,342	31,475
Net Position - October 1	429,043	72,604	251,519	96,802	155,496	241,241	28,763	1,275,468	76,125
Net Position - September 30	$ 444,141	$ 77,766	$ 258,789	$ 99,976	$ 172,767	$ 241,865	$ 14,506	1,309,810	$ 107,600
Adjustment to reflect the consolidation of internal service fund activities to enterprise funds								(19,042)	
Change in net position of Business-type Activities								$ 53,384	

The notes to the financial statements are an integral part of these financial statements.

Posted on October 5, 2026

Statements of Cash Flows
Proprietary Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES									
Cash Received from Customers	$ 313,773	$ 31,008	$ 80,783	$ 45,784	$ 17,616	$ 23,438	$ 110,071	$ 622,473	$ -
Cash Received for Interfund Services	-	-	-	-	-	-	-	-	237,666
Cash Paid to Suppliers for Goods and Services	(111,118)	(10,728)	(21,331)	(11,239)	(4,302)	(5,113)	(38,327)	(202,158)	(167,917)
Cash Paid to Employees for Services	(45,131)	(3,597)	(18,619)	(10,785)	(7,777)	(7,999)	(57,903)	(151,811)	(55,061)
Cash Paid For Interfund Services	(31,549)	(4,309)	(12,602)	(11,809)	(2,417)	(7,520)	(28,074)	(98,280)	(11,335)
Net Cash Provided by (Used for) Operating Activities	125,975	12,374	28,231	11,951	3,120	2,806	(14,233)	170,224	3,353
CASH FLOW FROM NONCAPITAL FINANCING ACTIVITIES									
Transfers from Other Funds	5,225	26	17,633	12,130	1,145	4,245	19,920	60,324	60,624
Grant Receipts	965	2	7	14	1,892	-	3,286	6,166	897
Cash Received (Paid) From (For) Other Financing Activities	(55)	79	5,029	2,634	(759)	(114)	380	7,194	12,067
Cash Received (Paid) From (For) Interfund Activity	14,565	1,824	(14,635)	(1,420)	(49)	18,881	4,072	23,238	(25,405)
Transfers To Other Funds	(53,951)	(4,741)	(25,480)	(17,646)	(1,455)	(6,247)	(12,890)	(122,410)	(37,966)
Net Cash Provided by (Used for) Noncapital Financing Activities	(33,251)	(2,810)	(17,446)	(4,288)	774	16,765	14,768	(25,488)	10,217
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES									
Capital Contributions	-	-	-	-	20,466	-	4,436	24,902	287
Cash Received from System Charges	-	-	2,294	1,068	-	-	-	3,362	-
Debt Issuance Costs	(89)	(5)	(675)	(260)	-	-	(73)	(1,102)	-
Cash Received (Paid) From Acquisition, Construction, and Sale of Capital Assets Activities	(17,071)	(3,458)	(36,718)	(22,800)	(28,034)	(5,938)	(5,192)	(119,211)	(10,427)
Proceeds From Bonds and Loans	199,190	-	174,247	51,408	-	-	27,000	451,845	-
Principal Payments on Bonds and Loans	(259,437)	(555)	(194,655)	(46,474)	-	-	(888)	(502,009)	(875)
Interest Paid	(16,855)	(96)	(8,084)	(3,263)	(1)	(136)	(569)	(29,004)	(1,960)
Other Cash Received (Paid) for Debt Issuance	33,498	-	41,390	9,863	-	-	-	84,751	-
Net Cash Provided by (Used for) Capital and Related Financing Activities	(60,764)	(4,114)	(22,201)	(10,458)	(7,569)	(6,074)	24,714	(86,466)	(12,975)

The notes to the financial statements are an integral part of these financial statements.

Statements of Cash Flows
Proprietary Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Electric	Gas	Sewer	Water	Airport	Stormwater Management	Other Enterprise Funds	Total Enterprise Funds	Internal Service Funds
CASH FLOWS FROM INVESTING ACTIVITIES									
Interest Received on Investments	8,113	506	2,489	936	1,046	1,130	1,320	15,540	2,978
Change in Fair Value of Investments	19,032	1,222	4,986	2,331	647	-	279	28,497	4,681
Net Cash Provided by (Used for) Investing Activities	27,145	1,728	7,475	3,267	1,693	1,130	1,599	44,037	7,659
Net Increase (Decrease) in Cash and Cash Equivalents	59,105	7,178	(3,941)	472	(1,982)	14,627	26,848	102,307	8,254
Cash and Cash Equivalents - October 1	197,628	12,577	60,803	14,734	32,408	21,832	3,018	343,000	52,764
Cash and Cash Equivalents - September 30	$ 256,733	$ 19,755	$ 56,862	$ 15,206	$ 30,426	$ 36,459	$ 29,866	$ 445,307	$ 61,018
Classified As:									
Unrestricted Assets	$ 97,279	$ 5,266	$ -	$ 1,178	$ 2,670	$ 36,459	$ 3,548	$ 146,400	$ 61,018
Restricted Assets	159,454	14,489	56,862	14,028	27,756	-	26,318	298,907	-
	$ 256,733	$ 19,755	$ 56,862	$ 15,206	$ 30,426	$ 36,459	$ 29,866	$ 445,307	$ 61,018
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:									
Operating Income (Loss)	$ 48,605	$ 8,104	$ 7,314	$ 4,714	$ (5,249)	$ 1,644	$ (30,488)	$ 34,644	$ (10,091)
Adjustment to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:									
Depreciation/Amortization	54,043	2,457	20,806	7,087	7,271	2,469	5,953	100,086	17,806
Net pension and OPEB liability changes	800	75	398	209	201	183	(52)	1,814	-
Changes in Lease related deferred inflows	-	-	-	(287)	(148)	-	227	(208)	-
(Increase) Decrease in Accounts Receivable	134	(233)	(462)	(416)	(10)	(360)	381	(966)	(79)
(Increase) Decrease in Inventory	(1,961)	-	43	-	-	-	162	(1,756)	(1,126)
(Increase) Decrease in Deposits	-	-	-	-	-	-	-	-	(135)
Increase (Decrease) in Lease Receivable	-	-	-	255	145	-	(229)	171	-
(Increase) Decrease in Notes Receivables	51	-	11	-	-	-	-	62	-
(Increase) Decrease in Due From Other Governments	(41)	(2)	(520)	(162)	(20)	-	9,111	8,366	131
Increase (Decrease) in Accounts Payable	23,252	1,739	266	(120)	838	(1,160)	430	25,245	962
Increase (Decrease) in Due to Other Governments	(4)	-	-	-	-	-	-	(4)	(654)
Increase (Decrease) in Utility Deposits Payable	790	239	-	540	37	-	-	1,606	-
Increase (Decrease) in Customer Contracts Payable	-	-	339	168	-	-	-	507	-
Increase (Decrease) in Compensated Absences	306	(5)	36	(37)	55	30	188	573	(101)
Increase (Decrease) in Insurance Deposits	-	-	-	-	-	-	-	-	(3,360)
(Increase) Decrease in Unearned Revenue	-	-	-	-	-	-	84	84	-
Total Adjustments	77,370	4,270	20,917	7,237	8,369	1,162	16,255	135,580	13,444
Net Cash Provided by (Used for) Operating Activities	$ 125,975	$ 12,374	$ 28,231	$ 11,951	$ 3,120	$ 2,806	$ (14,233)	$ 170,224	$ 3,353
Noncash Capital and Related Financing Activities:									
Increase of Assets and Liabilities as a result of Leases and SBITAs	$ -	$ -	$ -	$ -	$ 7	$ -	$ -	$ 7	$ 6,132

The notes to the financial statements are an integral part of these financial statements.

Statement of Net Position
Fiduciary Funds
September 30, 2024
(in thousands)

	Pension and Other Employee Benefit Trust Funds	Custodial Fund
ASSETS		
Cash and Cash Equivalents	$ 16,129	$ 326,132
Receivables		
Other Receivables	24	-
Accrued Interest	6,086	-
Taxes Receivable for Other Governments	-	12,466
Total Receivables	6,110	12,466
Investments, at Fair Value		
Mutual Index Funds	190,517	-
Private Equities	270,111	-
Fixed Income Securities	378,330	-
Domestic Equities	886,409	-
International Equities	206,427	-
Private Credit Funds	153,174	-
Alternative Investments	282,997	-
Timber	117,818	-
Total Investments	2,485,783	-
Securities Lending Collateral	65,694	-
Total Assets	$ 2,573,716	$ 338,598
LIABILITIES AND NET POSITION		
Liabilities		
Obligations Under Securities Lending	$ 65,694	$ -
Accounts Payable	-	618
Total Liabilities	65,694	618
NET POSITION		
Net Position Restricted for Pensions	2,490,444	-
Net Position Restricted for OPEB	17,578	-
Net Position Restricted for Other Governments	-	337,980
Total Net Position	2,508,022	337,980
Total Liabilities and Net Position	$ 2,573,716	$ 338,598

The notes to the financial statements are an integral part of these financial statements.

Statement of Changes in Net Position
Fiduciary Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Pension and Other Employee Benefit Trust Funds	Custodial Fund
ADDITIONS		
Contributions		
Employer	$ 46,813	$ -
Plan Members	14,090	-
Total Contributions	60,903	-
Investment Return		
From Investment and Custodial Activities		
Gain (Loss) on Sale of Investments	127,178	-
Change in Fair Value of Investments	190,643	-
Interest Income	30,776	8,424
Dividends	20,938	-
Sales Taxes Collected for Other Governments	-	51,955
Grants Collected for Other Governments	-	1,640
Loan Proceeds Collected for Other Governments	-	4,295
Bond Proceeds	-	136,451
Total Income (Loss) From Investment and Custodial Activities	369,535	202,765
Less Investment Expenses		
Investment Management Fees	6,703	-
Interest Expense	130	-
Net Income (Loss) from Investment and Custodial Activities	362,702	202,765
From Securities Lending Activities		
Securities Lending Income	5,253	-
Less Securities Lending Expenses		
Investment Management Fees	5,003	-
Net Income (Loss) from Securities Lending Activities	250	-
Total Net Income (Loss) from Investment and Custodial Activities	362,952	202,765
Total Additions	423,855	202,765
DEDUCTIONS		
Benefits	139,183	-
Refunds of Contributions	1,443	-
Administrative Expense	1,204	-
Payments on Behalf of Blueprint Intergovernmental Agency	-	79,577
Payments on Behalf of Capital Region Transportation Planning Agency	-	549
Total Deductions	141,830	80,126
Change in Net Position	282,025	122,639
Net Position - October 1	2,225,997	215,341
Net Position - September 30	$ 2,508,022	$ 337,980

The notes to the financial statements are an integral part of these financial statements.

CITY OF TALLAHASSEE

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Notes to Financial Statements

- Note I - Summary of Significant Accounting Policies
- Note II - Reconciliation of Government-Wide and Fund Financial Statements
- Note III - Stewardship, Compliance, and Accountability
- Note IV - Detailed Notes - All Funds
- Note V - Other Information

Notes to Financial Statements
September 30, 2024

Note I - Summary of Significant Accounting Policies

A. Reporting Entity

The City is a political subdivision of the State of Florida, located in Leon County in the center of the Florida Panhandle. It is approximately 104.7 square miles in area. It is the capital of Florida, the county seat, and the only incorporated municipality in Leon County. The City was incorporated in 1825 following a decision by the Florida Legislature to locate the capital of the new Florida Territory midway between the population centers of St. Augustine and Pensacola.

In the Code of Ordinances, Chapter 8374, Laws of Florida, Special Acts 1919, the City was granted a new City Charter by the State Legislature authorizing a Commission-Manager form of government. In the original charter, the five City Commissioners were elected at large for four-year terms and each year, the Commissioners selected the Mayor for a one-year term to act as the official representative for the City. Tallahassee voters approved a charter change in November 1996 calling for a separately elected Mayor, thereby changing the structure of the Tallahassee City Commission. The first elected Mayor was elected in February 1997 for a four-year term. The elected Mayor has powers commensurate with the other four members of the City Commission; however, he/she is able to serve as an ongoing contact for matters involving other governmental or institutional organizations, including the state legislature, county government, and local universities.

The City provides a full range of municipal services to its citizens. These services include public safety (police and fire), construction and maintenance of streets and sidewalks, stormwater management, recreation, public improvements, planning and zoning, and general administrative services. In addition, the City owns and operates ten enterprise funds which include an international airport, a bus system, a golf course, a solid waste collection system, four utilities (an electric generation transmission and distribution system, a natural gas distribution system, a water production and distribution system, and a sewage collection and treatment system), fire services, and a stormwater system.

In evaluating the City as a reporting entity, management has addressed all potential component units for which the City may or may not be financially accountable and, as such, be includable within the City's financial statements. The City (the primary government) is financially accountable if it appoints a voting majority of the organization's governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefit to or impose specific financial burden on the City. Additionally, the primary government is required to consider other organizations for which exclusion of the nature and significance of their relationship with the City would cause the reporting entity's financial statements to be misleading or incomplete.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Blended component units, although legally separate entities, are in substance part of the City's operation. The discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the City.

1. Blended Component Unit

The City of Tallahassee Community Redevelopment Agency (CRA) was created in August 1998. The CRA Board was established in September 1998, and the Board membership was amended in September 2002, October 2007 and May 2018. The CRA was governed by an interlocal agreement between the City of Tallahassee, Leon County and the CRA that addresses, among other things, Board membership. Until May 24, 2018 the CRA Board membership included four Leon County Commissioners. However, on that date County participation as members to the CRA Board ended with the execution of the fourth amendment to the interlocal agreement. The CRA board is now composed of the same members of City Commission therefore the City Commission has influence and operational responsibility over CRA. The City of Tallahassee provides the CRA with professional and technical services such as, but not limited to, accounting, procurement, human resources, in-house legal, treasurer-clerk support and information systems. All revenues of the CRA are used in the following two districts to fund capital improvements within each district or to fund the debt service requirements of debt related to the CRA.

Note I - Summary of Significant Accounting Policies (Continued)

A. Reporting Entity (Continued)

Greater Frenchtown/Southside Community Redevelopment Area (GFSCRA) - The City Commission adopted the Greater Frenchtown/Southside Community Redevelopment Plan in June 2000. The GFSCRA consists of three distinct geographical sections of 1,859 acres of residential, commercial/retail and industrial land uses, located within the greater Frenchtown and Southside neighborhoods. The City Commission approved two expansions for the GFSCRA, one in 2016 and another in 2018, adding 578 parcels and over 400 acres, increasing the GFSCRA to 2,837 acres.

Downtown District Community Redevelopment Area (DDCRA) - The City Commission adopted the Downtown Community Redevelopment Plan in June 2004. The DDCRA consists of approximately 440 acres located in downtown and between the northern and southern portions of the Greater Frenchtown/South Community Redevelopment Area.

2. Discretely Presented Component Unit

Downtown Improvement Authority - The Downtown Improvement Authority (DIA) is an agency created by the Florida Legislature to regulate downtown growth. The City Commission appoints the governing board of the DIA. The City can impose its will on the DIA by approving and/or modifying its budget. There are no separately issued financial statements for the DIA. The DIA utilizes governmental fund accounting.

3. Joint Ventures Excluded from the Reporting Entity

Sunshine State Governmental Financing Commission

The Sunshine State Governmental Financing Commission (the "Commission") was created in 1985 through an interlocal agreement between the City of Tallahassee and the City of Orlando, Florida. Subsequently, a number of other Florida cities and counties joined the Commission. The Commission was created to provide active and more sophisticated debt issuers the opportunity to work together to create low cost, flexible financing instruments. On June 27, 2022, the Board of Directors of the Commission adopted a plan of dissolution which dissolved the Commission on April 5, 2023.

Capital Region Transportation Planning Agency

In December 2004, the Capital Region Transportation Planning Agency (CRTPA) was created through an interlocal agreement to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth. The CRTPA consists of voting representatives from Leon County, Gadsden County, Jefferson County, and Wakulla County; the City of Tallahassee, the City of Midway, the City of Quincy, the City of Chattahoochee, the City of Greensboro, the City of Gretna, and the Town of Havana; the Leon County School Board; and one non-voting representative from the Department of Transportation.

The CRTPA receives federal and state transportation funds for the performance of its transportation planning and programming activities. If operating expenses exceed the external funding obtained, the deficit is funded by the members of the CRTPA in proportion to their weighted votes. As a participating member of CRTPA, the City therefore has a limited share of financial responsibility for any such deficits.

Current audited financial statements may be obtained from the Capital Region Transportation Planning Agency, 300 S. Adams Street, Box A-19, Tallahassee, Florida 32301.

Consolidated Dispatch Agency

In December 2006, the Consolidated Dispatch Agency (CDA) was created through an inter-local agreement between the City of Tallahassee (City) and Leon County, Florida (County), and the Leon County Sheriff (Sheriff). The purpose of the CDA is to provide law enforcement and emergency dispatch services to the City and Leon County, Florida. On April 1, 2014, the commencement date, all existing dispatch operations personnel of the City, Sheriff, and the County became part of the CDA. The City of Tallahassee City Manager, the Leon County Administrator and the Leon County Sheriff constitute the CDA's Board of Directors.

Note I - Summary of Significant Accounting Policies (Continued)

A. Reporting Entity (Continued)

The CDA is primarily funded by the City of Tallahassee and the Leon County Sheriff based upon the per capita population within the incorporated limits of the City of Tallahassee and within the unincorporated area of Leon County. For the twelve month period ended September 30, 2024, the City's contribution to the CDA was $8,059,907.

Audited financial statements may be obtained from the Consolidated Dispatch Agency, 300 S. Adams Street, Box A-19, Tallahassee, Florida 32301.

4. Jointly Governed Organization

City of Tallahassee-Leon County Blueprint Intergovernmental Agency

In October 2000, the City entered into an inter-local agreement with Leon County as authorized by Section 163.01(7) Florida Statutes. This agreement created the Blueprint Intergovernmental Agency (Blueprint) to govern the project management for the project planning and construction of a list of projects known as the Blueprint projects. The Board of County Commissioners and the City Commission constitute the Blueprint Intergovernmental Agency. The revenues to fund the projects under this agreement are the collections of the local government infrastructure sales surtax, which began December 1, 2004. This tax was extended pursuant to the provisions in Section 212.055, Florida Statutes, until December 31, 2039. In response to the passage of the extension, Blueprint also opened the Office of Economic Vitality whose purpose is to invest in and cultivate the evolving economic development landscape.

Current audited financial statements may be obtained from Blueprint Intergovernmental Agency, 315 S. Calhoun St., Suite 450, Tallahassee, Florida 32301.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government and its component units. With the exception of interfund services provided and used, the effect of interfund activity has been eliminated in the process of consolidation. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those expenses that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operation or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Basis of accounting refers to when revenues, expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements, proprietary fund, and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year taxes are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met. Primarily grant revenues are susceptible to accrual.

Note I - Summary of Significant Accounting Policies (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers all revenues to be available if they are collected within 60 days of the end of the current fiscal period with the exception of grant revenues which are considered available if collected within 270 days. Revenues susceptible to accrual include grant and shared revenues. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, lease liabilities, subscription liabilities, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental fund:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The government reports the following major proprietary funds:

The Electric Fund accounts for the assets, operation and maintenance of the City-owned electric generation, transmission, and distribution system.

The Gas Fund accounts for the assets, operation and maintenance of the City-owned gas system.

The Sewer Fund accounts for the assets, operation and maintenance of the City's wastewater system.

The Water Fund accounts for the assets, operation, and maintenance of the City's water production and distribution system.

The Airport Fund accounts for the assets, operation, and maintenance of the City-owned international airport.

The Stormwater Management Fund accounts for the assets, operation, maintenance, and expansion of the City-owned stormwater utility system.

Additionally, the government reports the following fund types:

Internal Service Funds account for various services provided to other departments of the government and to other governments on a cost reimbursement basis. The services provided include an 800 MHz system, revenue collection, technology and information services, accounting, purchasing, fleet management, human resources, employee retirement plan administration, risk management, internal loan program, utility services functions, wholesale energy services, environmental services and facilities management, diversity and inclusion, and community relations.

The Pension and Other Employee Benefits Trust Funds include the Pension Trust Fund and the OPEB Trust Fund. The Pension Trust Fund includes a Defined Benefit Plan and a Defined Contribution Plan. It is used to account for the accumulation of resources to be used for retirement annuity payments to retired City employees. The Defined Benefit Plan accounts for general employees, police officers, and fire fighters separately. The Defined Contribution Plan covers all employees who elect to contribute a portion of their salary to the plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the general employees, police officers and fire fighters pension plans, and additions to/deductions from the respective plan's fiduciary net position have been determined on the same basis as they are reported by each of the plans. For this purpose, benefits payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. The OPEB Trust Fund accounts for the accumulation of resources to be used for benefit payments for retirees' health care costs.

The Custodial Fund is used to account for the funds held on behalf of two of the related but legally separate entities listed in Note 1.A. The first is the Capital Regional Transportation Planning Agency (CRTPA), a joint venture, and the second is the Blueprint Intergovernmental Agency (BPIA), a jointly governed organization. The City collects, invests and disburses funds on behalf of these two entities and there are also agreements in place with both for the City to carry out several administrative functions.

Note I - Summary of Significant Accounting Policies (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, and fines and forfeitures, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds, and of the City's internal service funds, are charged to customers for sales and services. The water and sewer funds also recognize as operating revenue the portion of the tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the costs of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses that do not meet this definition are reported as nonoperating revenue and expenses. When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, and then unrestricted resources as they are needed.

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position

1. Cash And Cash Equivalents

The City considers cash on hand, demand deposits, liquid investments with an original maturity of 90 days or less, and balances included within its cash and investments pool to be cash and cash equivalents. The City's cash and investments pool is an internal cash management pool used to obtain efficiencies of operation and improved financial performance, and includes certain non-pension cash, cash equivalent, and investment securities. Each fund maintains a share in the equity of the pool which is reported as cash and cash equivalents in the statements of net position since cash may be withdrawn from the pool at any time without penalty. Liquid investments classified as cash and cash equivalents include repurchase agreements purchased under the terms of the City's depository contract, open repurchase agreements, certificates of deposit, banker's acceptances, commercial paper, U.S. Treasury direct and agency obligations, holdings at the FLCLASS investment pool and the Florida League of Cities 1-3 Year Pool funds. Interest earned by the cash and investments pool is distributed to each fund monthly based on daily balances.

The City's bank balances are insured by federal depository insurance and, for the amount in excess of such federal depository insurance, by the State of Florida's Public Depository Act (the Act). Provisions of the Act require that public deposits may only be made at qualified public depositories. The Act requires each qualified public depository to deposit with the State Treasurer eligible collateral equal to or in excess of the required collateral as determined by the provisions of the Act. In the event of a failure by a qualified public depository, losses, in excess of federal depository insurance and proceeds from the sale of the securities pledged by the defaulting depository, are assessed against the other qualified public depositories of the same type as the depository in default. When other qualified public depositories are assessed additional amounts, they are assessed on a pro-rata basis.

2. Investments

The City's investments are pension and other trust fund assets held in the fiduciary funds. Investments are carried at fair value, except for those investments for which net asset value or amortized cost is the most appropriate measurement.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investments classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets. Only equities (stock holdings) held by the City's pension trust fund are classified as Level 1 investments. Investments classified in Level 2 of the fair value hierarchy are based upon observable, market-based inputs for similar, but not identical, investments. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices. The City's custodian uses the pricing services of multiple vendors to price the same assets to determine the most accurate price. Investments classified in Level 3 of the fair value hierarchy are based upon extrapolated data, proprietary pricing models and indicative quotes for

Note I - Summary of Significant Accounting Policies (Continued)

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position (Continued)

similar securities. The City has relatively few investments that are classified as Level 3 for securities that are not traded frequently. The City has several investments that have their fair value determined by the net asset value of the investment holding. Investments in this category are not classified according to Levels 1, 2 and 3 of the fair value hierarchy.

3. Leases

As of October 1, 2021, the City adopted the provisions of GASB 87, Leases, which amended the existing accounting standards for lease reporting. The new guidance requires lessors in a leasing arrangement to recognize a lease receivable and a deferred inflow of resources for most leases (other than leases that meet the definition of a short-term lease) at lease commencement. The liability (lessees) or deferred inflow (lessors) will be equal to the present value of lease payments expected to be received during the lease term. The deferred inflow of resources is recorded at the initiation of the lease in an amount equal to the initial recording of the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the term of the lease. Additionally, the new guidance requires lessees in a leasing arrangement recognize a right to use asset and a lease liability for most leases (other than leases that meet the definition of a short-term lease) at lease commencement. The liability will be equal to the present value of lease payments.

4. Inventory

The City maintains a variety of inventory types, such as fuel, materials and supplies, and retail merchandise, all of which utilize the consumption method stated at cost which approximates the market. Inventory cost is determined using either the first-in, first-out method or the average cost method. Perpetual inventory records are maintained for all significant inventories. Reported inventories of the General Fund are equally offset by a reservation of fund balance (non-spendable), since they are unavailable for appropriation.

5. Advances to Other Funds

When applicable, noncurrent portions of interfund loans receivable (reported in “Advances to” asset accounts) of governmental funds are equally offset by a fund balance reserve account which indicates that they do not constitute “available spendable resources” since they are not a component of net current assets. Current portions of interfund receivables (reported in “Due from” asset accounts) are considered “available spendable resources.”

6. Restricted Assets

Certain proceeds of the City’s enterprise funds revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the Statement of Net Position because their use is limited by applicable bond covenants. Assets are set aside for the following uses:

Revenue Bonds Current Debt Service – used to segregate resources accumulated for debt service payments over the next twelve months.

Revenue Bonds Future Debt Service – used to report resources set aside to make up potential future deficiencies in the revenue bonds current debt service account.

Revenue Bonds Renewal and Replacement – used to report resources set aside to fund asset renewals and replacements or to meet unexpected contingencies.

7. Capital Assets

Capital assets and right to use leased assets, which include land, buildings, equipment, improvements other than buildings, intangibles and public domain infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets, other than land and infrastructure, are defined as assets with a cost of $5,000 or more and an estimated useful life greater than one year. Land and infrastructure assets are long-lived capital assets that are stationary in nature and can be preserved for a significantly greater number of years than most general capital assets. Examples of infrastructure assets are roads, bridges, sidewalks, paved paths, utility systems, stormwater drainage systems, traffic control and lighting systems. In the initial capitalization of general infrastructure assets, the City chose to include all such items regardless of their acquisition date or amount. The City was able to estimate the historical cost for the initial reporting of these assets through back trending (i.e., estimating the current replacement cost of the infrastructure to be capitalized and

Note I - Summary of Significant Accounting Policies (Continued)

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position (Continued)

using an appropriate price-level index to deflate the cost to the acquisition year or estimated acquisition year). As the City constructs or acquires additional capital assets each period, they are capitalized and reported at historical cost. The capitalization threshold for infrastructure assets has been set at $100,000 for roadways and $50,000 for other infrastructure assets. Land assets have no capitalization threshold, therefore all city-owned land is capitalized. All reported capital assets, except land and construction in progress, and all reported right to use leased assets are depreciated/amortized.

Other capital assets are recorded at historical cost when purchased or constructed. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition cost. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized. Major outlays for constructed capital assets and improvements are capitalized as projects are completed.

The right to use assets are initially measured at an amount equal to the present value of the related lease liability plus any lease payments made prior to the lease term, less lease incentives, and plus ancillary charges necessary to place the lease into service. The right to use assets are amortized on a straight-line basis over the life of the related lease.

The right to use Subscription-Based Information Technology Arrangement (SBITA) assets are initially measured at an amount equal to the present value of the SBITA liability plus any SBITA payments made at the start of the SBITA term, if applicable, plus capitalizable initial implementation costs at the start of the SBITA term, less any incentives received from the SBITA vendor at the start of the SBITA term. The right to use SBITA assets are amortized on a straight-line basis over the SBITA term.

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the fund's financial statements. These general capital assets are included in the governmental activities column of the government-wide financial statements. Capital assets used in the Enterprise and Internal Service Funds are accounted for in the respective funds. All vehicles of the City are accounted for in the Garage Fund, an Internal Service Fund, with the exception of StarMetro vehicles (generally buses). StarMetro vehicles are accounted for in their own fund. Depreciation on all exhaustible capital assets used in the Enterprise and Internal Service Funds is charged as an expense against their operations. Accumulated depreciation is reported on the respective fund's balance sheet.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	20 to 40
Right to Use Leased Buildings	based on lease term
Improvements other than buildings	10 to 40
Equipment and machinery	5 to 40
Right to Use Leased Equipment	based on lease term
Vehicles	5 to 20
Infrastructure	10 to 60
SBITAs	based on SBITA term

8. Deferred Outflows Of Resources

Deferred outflows of resources represent a consumption of net assets that applies to a future period and will not be recognized as an outflow of resource (expense) until then. Changes in the fair value of effective hedging derivatives are reported as deferred inflows or outflows of resources. The deferred losses on refunding results from the difference in the carrying value of refunded debt and reacquisition price. The amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The amounts for pensions and OPEB relate to certain differences between projected and actual actuarial results, certain differences between projected and actual investment earnings, as well as contributions between measurement and reporting dates, which are accounted for as deferred outflows of resources.

Note I - Summary of Significant Accounting Policies (Continued)

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position (Continued)

9. Compensated Absences

All non-union employees earn vacation and sick leave starting with the first day of employment; all non-union employees earn vacation and sick leave based on the number of hours worked. Vacation leave is earned based on creditable service hours worked as follows:

Executive		Senior Management		General	
Creditable Service Hours	Leave earned per hour	Creditable Service Hours	Leave earned per hour	Creditable Service Hours	Leave earned per hour
0 - 2,079	0.057693	0 - 2,079	0.057693	0 - 10,400	0.057693
2,080 - 10,400	0.080770	2,080 - 10,400	0.069231	10,401 - 20,800	0.069231
10,401 - 20,800	0.092308	10,401 - 20,800	0.080770	20,801 - 41,600	0.080770
over 20,800	0.103847	20,801 - 41,600	0.092308	over 41,600	0.092308
		over 41,600	0.103847		

A maximum of 344 hours of vacation leave time may be carried over from one calendar year to the next for executive employees and a maximum of 264 hours for senior management and general employees. An employee who terminates employment with the City is paid for any unused vacation leave accumulated to the time of termination.

Sick leave is earned at the rate of .023077 hours for each hour of service with no maximum limit on the number of hours which may be accumulated. A non-unionized employee who terminates from the City for any reason other than termination for cause will be paid one-half of the total amount of sick leave (without regard to catastrophic illness leave) accumulated by the employee on the effective date of termination. A unionized employee who terminates from the City for any reason other than termination for cause will be paid one-third of the total amount of sick leave without regard to catastrophic illness leave accumulated by the employee on the effective date of termination. If the employee dies, the sick leave amount will be paid to the employee's beneficiary or estate. Retiring employees can elect the option of using the accumulated sick leave amount to purchase single coverage health insurance in lieu of receiving payment.

Accumulated current and long-term vacation and sick pay amounts are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for the amounts is reported in the governmental funds only if they have matured, as a result of employee resignation and retirements.

Employees covered by the Police and Fire bargaining units shall accrue vacation time on the following basis:

Police Bargaining Unit		Fire Bargaining Unit			
		Suppression Personnel		Forty-hour Personnel	
Creditable Service Hours	Leave Earned Per Hour	Years of Continuous Service	Hours Accrued Monthly	Years of Continuous Service	Hours Accrued Monthly
0-10,400	0.046154	1-5 years	13.25	1-5 years	10
10,401-20,800	0.057693	6-10 years	15.90	6-10 years	12
20,801-41,600	0.069231	11-15 years	18.55	11-15 years	14
over 41,600	0.080770	16-20 years	21.20	16-20 years	16
		over 20 years	23.85	over 20 years	18

For employees covered by the Police bargaining unit, accrued vacation time may not be carried over in excess of 33 days (264 hours). As of the end of the calendar year, accrued vacation time in excess of 264 hours shall be reduced to no more than 264 hours for any individual employee.

For employees covered by the Fire bargaining unit, accrued vacation at the end of the calendar year may not be carried over in excess of 264 hours for 40-hour supervisory personnel, and 350 hours for 53-hour supervisory personnel. For non-supervisory firefighters who are 40-hour personnel, accrued vacation time may not carry over in excess of 240 hours in a calendar year, and for non-supervisory firefighters who are 53-hour personnel, accrued vacation time may not carry over in excess of 318 hours in a calendar year.

Note I - Summary of Significant Accounting Policies (Continued)

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position (Continued)

Employees covered by the Police bargaining unit shall accrue sick leave at the rate of .046154 hours per hour worked, which is the fractional equivalent of eight (8) hours per month. There is no maximum limit on the number of hours which may be accumulated by an employee.

Employees covered by the Fire bargaining unit shall accrue sick leave credit at the rate of 10.6 hours of sick leave per month for suppression personnel and 8 hours of sick leave per month for forty-hour personnel. There is no maximum limit on the number of sick leave hours which may be accumulated by an employee.

For employees covered by the Police bargaining unit, payment for sick leave will be made for 33 1/3% (1/3) of the unused sick leave balance credited to an employee at the time of retirement or death, up to a maximum of seven hundred (700) hours, provided that the unused sick leave balance credited to the employee at the time of retirement or death equals at least three hundred (300) hours. If the unused sick leave balance credited to an employee at the time of retirement or death equals less than three hundred (300) hours, payment will be made for 25% (1/4) of the unused balance.

For employees covered by the Fire bargaining unit, a fire suppression employee who retires or dies will be paid for 33 1/3% (1/3) of the unused sick leave balance credited to the employee at the time of retirement or death, provided that the unused sick leave balance credited to the employee at the time of retirement or death equals at least three hundred ninety-eight (398) hours. If the unused sick leave balance credited to the employee at the time of retirement or death equals less than 398 hours, the employee who retires or dies will be paid 25% (1/4) of the unused balance. A 40-hour employee who retires or dies will be paid for 33 1/3% (1/3) of the unused sick leave balance credited to the employee at the time of retirement or death, provided that the unused sick leave balance credited to the employee at the time of retirement or death equals at least three hundred (300) hours. If the unused sick leave balance credited to the employee at the time of retirement or death equals less than three hundred (300) hours, the employee will be paid for 25% (1/4) of the unused balance. An employee who accidentally dies while engaged in the performance of their firefighter duties, or who receives accidental bodily injury which subsequently results in the loss of their life within one (1) year after being received, provided that such a death is not the result of suicide and that such bodily injury is not intentionally self-inflicted, and the accidental death occurs as a result of the firefighter's response to what is reasonably believed to be an emergency involving the protection of life or property, will be paid 100% of the accrued but unused sick leave credited to them at the time of death.

In either of the above-described cases, the payment for unused sick and vacation leave will be made at the employee's straight time base rate.

10. Bond Premiums, Discounts and Refunding Gains and Losses

In the government-wide financial statements and in the proprietary fund statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net position. Bond premiums and discounts are amortized over the life of the bonds at the rate at which principal payments are made which approximates the effective interest method. Bond issuance costs are expensed in the year they are incurred. Bond refunding gains and losses are deferred and amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter, using the effective interest method. As a result of adopting GASB Statement No. 65, there are deferred inflows and outflows related to gains and losses on bond refundings in the Government-Wide Statement of Net Position as well as in the Enterprise Funds Statements of Net Position. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued and premiums on debt issuances are reported as other financing sources. Discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

11. Deferred Inflows of Resources

Deferred inflows of resources represent an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resource (revenue) until that time. Changes in the fair value of effective hedging derivatives are reported as deferred inflows or outflows of resources. The deferred gain on refunding results from the difference in the carrying value of refunded debt and reacquisition price. The amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The amounts for pensions and OPEB relate to certain differences between projected and actual actuarial results and certain differences between projected and actual

Note I - Summary of Significant Accounting Policies (Continued)

D. Assets, Liabilities, Deferred Inflows/Outflows of Resources, and Net Position (Continued)

investment earnings, which are accounted for as deferred inflows of resources. The city also recognizes a deferred inflow of resources at the initial measurement of lease receivables. The deferred inflow of resources is recorded at the initiation of the lease in an amount equal to the initial recording of the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the term of the lease.

12. Indirect Cost Allocation

The City currently employs an indirect cost allocation system based upon an internal cost analysis. An administrative service fee is charged by the General Fund to the other operating funds to address General Fund administrative services provided (e.g., legal, cash management, internal audit, and executive services). At the fund-level statements, the administrative service fee is included in the General Fund's Miscellaneous Revenue line item and in the other operating funds in the Contractual Services line. This administrative service fee is eliminated at year-end in the government-wide statements.

13. Fuel Management Program

In connection with the purchase of natural gas, diesel fuel, and unleaded gasoline, the City has developed and implemented a fuels management program intended to manage the risk of changes in the market prices of natural gas, diesel fuel, and unleaded gasoline. Pursuant to this program the City executes fixed price and option contracts as needed to manage fluctuations in the market price of such fuels. The contracts are recorded at fair value on the Statement of Net Position as they have been determined to qualify as derivative instruments under GASB Statement No. 53, "Accounting and Financial Reporting for Derivative Instruments". Such amounts are included in noncurrent assets and deferred inflows of resources. Any associated margin deposits are also recorded in noncurrent assets. The net amounts received or paid under expired or closed contracts are recorded as an adjustment to fuel expense in the period realized. See Note V, section I.

The City uses two different types of transactions to hedge natural gas volumes for future periods. The first is through the Chicago Mercantile Exchange (CME Group) where futures/options contracts are bought and sold through an Introducing Broker (IB) such as ADM Investor Services which the City uses. All "Exchange" based transactions require margining to make trades. The margin is composed of two parts, the initial margin which is meant to capture one day's worth of volatility and the maintenance margin which equals the difference between the hedge price and the market price. Since no credit is extended to any party on the exchange, the City must maintain monies on hand or send enough margin monies to settle the positions on any given day. In order to enable exchange-based hedging, the City Commission authorized $30 million from the electric operating reserve fund for this purpose in November 2008. The majority of the hedging transactions in the fiscal year were bilateral Over The Counter (OTC) trades between the City and another counterparty. These types of transactions are subject to negotiated credit limits but not margining.

The biggest risk to the City is the volatile price of natural gas. The goal of the hedging program is to reduce the size of this risk. The ratepayers pay for the natural gas costs through the ECRC and PGRC fuel clauses on their electric and gas bills. Because the City buys nearly $100 million worth of natural gas each year and market price can easily increase by 100%, it's important for the City to manage this risk. The City is precluded from taking on more hedging positions on the exchange than it can support with the $30 million margining limit. If the City were to get close to the $30 million limit no more exchange-based trades would be executed. The hedging program is overseen by the Energy Risk Policy Committee (ERPC) which is comprised of the City Manager, City Attorney, Treasurer-Clerk, City Inspector General, an Assistant City Manager, the General Manager for the Electric & Gas Utility and senior utility staff.

As of September 30, 2024, the City no longer had any open positions on the exchange. However, seventy-five percent of the City's volumes are hedged in the OTC market with J Aron and Shell through September 2025. Because the City's hedged positions are slightly above the market, the financial statements reflect $9,142,000 in deferred outflows with these counterparties. By trading with multiple, highly rated, counterparties in the OTC market the City diversifies its counterparty risk.

The City uses an allowance account to manage fluctuations in future electric and gas costs. These costs are evaluated biannually and any amounts over or under recovered are amortized over the following six months. This allowance is included in Accounts and Retainage Payables.

This Summary of Significant Accounting Policies is presented to assist the reader in interpreting the financial statements. The policies are considered essential and should be read in conjunction with the accompanying financial statements. The

accounting policies of the City conform to generally accepted accounting principles (GAAP) as applicable to governmental units. This report, the accounting systems and classification of accounts conform to standards of the Governmental Accounting Standards Board (GASB).

Note II - Reconciliation of Government-Wide and Fund Financial Statements

A. Explanation of Certain Differences Between the Governmental Funds Balance Sheet and the Government-Wide Statement of Net Position

The governmental funds balance sheet includes a reconciliation between fund balances – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. One element of that reconciliation explains that "long-term liabilities, including bonds payable, compensated absences, deferred outflows of resources, net pension liability, and net OPEB obligation are not due and payable in the current period and therefore are not reported in the funds." The details of this $415,336 difference are as follows (in thousands):

Bonds and Loans Payable including Premiums and Discounts	$ (164,631)
Effect of Deferred Loss on Refunding	(3,377)
Compensated Absences	(11,970)
Net OPEB Liability	(37,202)
Net Pension Liability	(191,158)
Lease/SBITA Liability	(6,918)
Cash Balances in Long Term Debt Fund	(80)
Net adjustments to reduce long-term liabilities of Total Governmental Funds to arrive at Net Position	$ (415,336)

B. Explanation of Certain Differences Between the Governmental Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net change in fund balances - total governmental funds and net change in net position of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation states, "Capital Outlays are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense." The details of this $17,766 difference are as follows (in thousands):

Capital Outlay	$ 20,823
Depreciation/Amortization Expense	(38,589)
Net adjustment to increase net change in Fund Balances Total Governmental Funds to arrive at Changes in Net Position Governmental Activities	$ (17,766)

Note III - Stewardship, Compliance, and Accountability

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General and Enterprise Funds. The budget is adopted at the fund level and administered at the department level. The difference between budgetary revenues and expenditures and modified accrual basis revenues and expenditures as reported in the general fund financial statements are explained in the budgetary comparison schedule Note to Required Supplementary Information of this report. The City Manager is authorized to transfer budget amounts within funds; however, any revision that alters the total expenditures of any fund must be approved by the City Commission. Unencumbered appropriations are closed at year-end.

Encumbrance accounting, under which requisitions, purchase orders, contracts, and other commitments for the expenditures of resources are recorded to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental funds.

B. Compliance with Finance - Related Legal and Contractual Provisions

The City had no material violations of finance-related legal or contractual provisions.

C. Deficit Fund Equity - Fund Balance of Individual Funds

At the end of the fiscal year, the following funds had these listed deficits: nonmajor governmental fund, Gas Tax $758,098; and Internal Service funds, Human Resources $414,749, Diversity and Inclusion $3,662 and Community Relations $31,440.

Note IV - Detailed Notes - All Funds

A. Cash, Cash Equivalents, and Investments

The City reports the following cash, cash equivalents and investments in the statements of net position at September 30, 2024 (in thousands):

	Primary Government	Component Unit	Fiduciary Funds - Pension/OPEB	Fiduciary Funds - Custodial Fund
Cash and cash equivalents	$ 270,959	$ 319	$ 16,129	$ 326,132
Cash and cash equivalents – restricted	408,784	-	-	-
Investments	-	-	2,485,783	-
Total	$ 679,743	$ 319	$ 2,501,912	$ 326,132

As discussed in Note I.D. the City's cash and cash equivalents include cash, cash equivalents, and funds held in a cash and investments pool. The City's investments are monies held by the City's pension funds.

According to the City Charter, the City Treasurer-Clerk is designated to invest all monies belonging to the City pursuant to the policies approved by the City Commission, except those monies in the pension funds. Monies in the pension funds are invested under the auspices of the City Charter-created Sinking Fund Commission, which consists of the five City Commissioners and three appointed members. Under the policies approved by the City Commission and the Sinking Fund Commission, the day-to-day investment of all monies is managed by the City Treasurer-Clerk.

The City has two approved investment policies: 1) the Non-Pension Investment Policy, which is approved by the City Commission and governs the investment of all non-pension monies of the City, including the previously referenced cash and investments pool, and 2) the Pension Investment Policy, which is approved by the Sinking Fund Commission and governs the investment of assets of the City's Pension Funds. The Non-Pension Investment Policy provides for a Core Portfolio, governing the investment of all monies held or controlled by the City, not otherwise classified as Specialized or Pension Fund monies. The Non-Pension Investment Policy specifies the investments that are authorized for purchase within the Core Portfolio. The Non-Pension Investment Policy further provides for the establishment of Specialized Portfolios, with the governing criteria unique to that portfolio, including authorized investments, to

Note IV - Detailed Notes - All Funds (Continued)

A. Cash, Cash Equivalents, and Investments (Continued)

be approved on a case-by-case basis by the Investment Advisory Committee. In addition to authorizing investment instruments, the City's investment policies also identify various portfolio parameters addressing issuer diversification, term to maturity and liquidity, and the requirement of "purchase versus delivery" perfection for securities held by a third party on behalf of and in the name of the City.

1. Cash and Cash Equivalents

The following table presents the City's primary government cash and cash equivalent balances at September 30, 2024 carried at fair value by level within the valuation hierarchy, financial assets carried at net asset value or amortized cost, and other cash and cash equivalent balances. The amounts presented in this table are intended to permit reconciliation of the fair value hierarchy to the amounts presented in the statements of net position (in thousands).

Cash equivalents type by fair value level	Total	Quoted Prices in Active Markets for Identical Assets Level 1	Significant Other Observable Inputs Level 2	Significant Unobservable Inputs Level 3
Debt securities	$ 600,103	$ 30,509	$ 564,271	$ 5,323
Total cash equivalents at fair value	600,103	30,509	564,271	5,323
Cash equivalents recorded at net asset value				
Other Cash and Cash Equivalents	74,045			
FL League of Cities 1-3 Year Pool	5,595			
Total cash and cash equivalents	$ 679,743			

At year-end, the book balance of the City's operating cash deposits was $14,691,000 and the bank balance was $23,032,000, which is included in total other cash and cash equivalent balances. The difference between the book balance and bank balance is due to outstanding checks and deposits. Seven City funds had deficit cash balances at year end totaling $26,355,000 which is reported in interfund payables at September 30, 2024.

The City's Core Portfolio includes investments administered internally by the City, funds invested in external investment pools, and funds invested in externally managed portfolios. The external managers for these portfolios include Wells Fargo, JP Morgan Chase, Galliard Capital Management, Income Research and Management and Wellington Management Company. The external investment pools are the Florida Municipal Investment Trust Portfolio 1-3 Year High Quality Bond Fund (the "Florida League of Cities 1-3 Year Pool"), administered by the Florida League of Cities, and Florida Cooperative Liquid Assets Securities System ("FLCLASS"), an intergovernmental investment pool administered by Public Trust Advisors, LLC. FLCLASS is an authorized local government investment pool under Section 218.415(16)(a), Florida Statutes, by and for participating Florida public agencies. A copy of the Florida Municipal Investment Trust audited financial statements may be obtained from the Florida Municipal Investment Trust, 301 South Bronough Street, Suite 300, Tallahassee, FL 32301. A copy of the FLCLASS audited financial statements may be obtained at their offices, 201 E. Pine Street, Suite 750, Orlando, FL 32801.

The Florida League of Cities 1-3 Year Pool is measured at net asset value (NAV). As of September 30, 2024, the City owns $5,595,000 in shares of the Florida League of Cities 1-3 Year Pool, not the individual securities within the portfolio. The modified duration of the Florida League of Cities 1-3 Year Pool as of September 30, 2024, was 1.63 years. The Florida League of Cities 1-3 Year Bond Fund (Florida League of City's Fund) allows the City to withdraw any or all of its assets on the 15th and last day of each month, provided the City gives the Florida League of City's Fund advance notice of at least 10 business days of the withdrawal. The pool is rated AAAf/S1 by Fitch Ratings.

The FLCLASS investment pool is measured at net asset value (NAV). As of September 30, 2024, the City owned $173,003,000 in shares of FLCLASS, not the individual securities within the portfolio. The Pool is a 2a-7 like pool which maintains a stable net asset value of $1, is rated AAAm by Standard & Poor's, and has a weighted average days to maturity of 30 days. The FLCLASS pool allows the City to withdraw any or all its assets on any business day that the pool is open.

Credit Risk: The structure of the City's non-pension portfolio is designed to minimize credit risk. To limit the City's risk against possible credit losses, a maximum of 5% of the total portfolio may not be held at any one time in all securities of any corporate entity, inclusive of commercial paper, medium term notes, or corporate notes and bonds.

Note IV - Detailed Notes - All Funds (Continued)

A. Cash, Cash Equivalents, and Investments (Continued)

No corporate entity represented more than 5% of the portfolio at September 30, 2024. The majority of the securities held are of the highest available credit quality ratings. The non-pension portfolio's credit quality is measured using the Standard & Poor's rating scale.

As of September 30, 2024, the City had the following non-pension investments subject to credit risk in the internal and externally managed portions of the portfolio, in addition to the previously discussed shares in the Florida League of Cities 1-3 Year Pool and FLCLASS:

Quality Breakdown	Portfolio Percentage
U.S. Treasury	21.36%
U.S. Agency	13.95
AAA	29.84
AA	7.26
A	20.07
BBB	4.35
Other	3.17
Total	100.00%

Interest Rate Risk: In accordance with the City's Non-Pension Investment Policy, the City has established maturity limitations for each authorized investment category. The maximum duration of the various investments within the internally managed portion of the non-pension portfolio ranges from 60 days to 3.5 years. The maximum duration for externally managed investments ranges from 3.0 years to 6.0 years. The option adjusted duration of the non-pension portfolio as of September 30, 2024 was 1.08 years.

As of September 30, 2024, the Core Portfolio had the following investments on a time-segmented basis (in thousands):

Investment Type	Fair Value	Less than 1 Year	1-5 Years	6-10 Years	10+ Years
U.S. Treasury	$ 105,316	$ 1,941	$ 30,961	$ 8,407	$ 64,007
U.S. Agency	$ 204,137	12,708	42,645	7,060	141,724
Asset-backed	$ 29,241	2,388	12,442	2,741	11,670
Corporate Bonds	$ 187,559	20,125	52,187	11,616	103,631
Municipal	$ 28,827	1,441	4,631	295	22,460
Other	$ 45,023	6,077	2,190	-	36,756
Subtotal	$ 600,103	$ 44,680	$ 145,056	$ 30,119	$ 380,248
Commingled	79,640				
Total	$ 679,743				

Note IV - Detailed Notes - All Funds (Continued)

A. Cash, Cash Equivalents, and Investments (Continued)

2. Investments

The following table presents investments held in the City's fiduciary funds at September 30, 2024 carried at fair value by level within the valuation hierarchy and investments carried at net asset value or amortized cost (in thousands).

Investment type by fair value level	Total	Quoted Prices in Active Markets for Identical Assets Level 1	Significant Other Observable Inputs Level 2	Significant Unobservable Inputs Level 3
Debt securities	$ 271,532	$ 8,627	$ 262,655	$ 250
Equity securities	1,095,922	1,095,922	-	-
Total investments at fair value	1,367,454	$ 1,104,549	$ 262,655	$ 250
Investments measured at net asset value				
Mutual index funds	190,517			
Debt securities	103,712			
Alternative investments	282,997			
Private equity funds	270,111			
Timber	117,818			
Private Credit Funds	153,174			
Total investments measured at net asset value	1,118,329			
Total investments	$ 2,485,783			

The assets shown as Level 1 Inputs represent those investments for which the City's custodian had directly observable, quoted prices (unadjusted) in active markets for identical assets or liabilities. The assets shown as Level 2 Inputs represent those investments for which the City's custodian had inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. These inputs are derived from or corroborated by observable market data through correlation or by other means. The assets shown as Level 3 Inputs represent those investments for which the City's custodian utilized unobservable inputs when relevant Level 1 and Level 2 inputs were unavailable. The level in which an asset is assigned is not indicative of its quality but an indication of the source of valuation. There were no changes in the valuation techniques used by the City's custodian from the end of the prior fiscal year.

The Mutual funds category is comprised of the invested assets of the defined contribution portion of the City's pension plan, which are used to pay matching contributions to City retirees. As of September 30, 2024, these investments totaled $190,517,000.

The Debt securities category is comprised of a core-plus commingled fixed income manager. The Pension Fund may withdraw from the core fixed-income accounts at any time with reasonable notice (five business days are recommended).

The real estate investment consists of commingled funds and a number of limited partnerships. The City has invested in two commingled funds. The commingled funds permit withdrawals once per quarter by providing advance notice of 45 days prior to the end of the quarter; all withdrawals are subject to available cash, as determined by the fund's Trustee. Available cash is defined as excess cash after provision for outstanding future capital commitments and other operating reserves. If withdrawal requests exceed available cash, distributions are made on a pro rata basis. Withdrawal requests are typically paid on the final day of the quarter. As of September 30, 2024, the commingled funds had a NAV of approximately $89.8 million.

Real estate limited partnerships cannot be redeemed at the option of the Pension Fund; the Pension Fund will receive distributions over the life of each limited partnership. Each partnership is expected to distribute the principal and earnings to the Pension Fund over a period of approximately 12 years from the establishment date of the partnership. The Pension Fund has investment commitments in 18 active limited partnerships, all of which have varying start dates and commitment amounts. As of September 30, 2024, the Pension Fund had approximately $96.8 million in

Note IV - Detailed Notes - All Funds (Continued)

A. Cash, Cash Equivalents, and Investments (Continued)

remaining commitments to these various real estate partnerships, with an expectation that the total contributions to each partnership will ultimately reach about 95% of the total commitment amount for each individual partnership.

Private equity funds consist of several limited partnerships as of September 30, 2024. The limited partnerships cannot be redeemed at the option of the Pension Fund; the Pension Fund will receive distributions over the life of each limited partnership. Each partnership is expected to distribute the principal and earnings to the pension fund over a period of approximately 12 years from the establishment date of the partnership. The Pension Fund has investment commitments in eleven active limited partnerships, all of which have varying start dates and commitment amounts. As of September 30, 2024, the Pension Fund had approximately $32 million in remaining commitments to these various partnerships, with an expectation that the total contributions to each partnership will ultimately reach about 85% of the total commitment amount for each individual partnership.

Timber funds consist of several limited partnerships. The limited partnerships cannot be redeemed at the option of the Pension Fund; the Pension Fund will receive distributions over the life of each limited partnership. Each partnership is expected to distribute the principal and earnings to the Pension Fund over a period of approximately 12 years from the establishment date of the partnership. The Pension Fund has investment commitments in five active limited partnerships, all of which have varying start dates and commitment amounts. As of September 30, 2024, the Pension Fund had approximately $0 million in remaining commitments to these various timber partnerships.

Private credit funds consist of several limited partnerships. The limited partnerships cannot be redeemed at the option of the Pension Fund; the Pension Fund will receive distributions over the life of each limited partnership. Each partnership is expected to distribute the principal and earnings to the Pension Fund over a period of approximately six to ten years from the establishment date of the partnership. The Pension Fund has investment commitments in ten active limited partnerships, all of which have varying start dates and commitment amounts. As of September 30, 2024, the Pension Fund had approximately $62 million in remaining commitments to these various private credit partnerships, with an expectation that the total contributions to each partnership will ultimately reach about 85% of the total commitment amount.

Credit Risk: The City's Investment Policy for the Pension Plan requires its fixed-income managers to manage a high-grade portfolio of bonds. The individual money managers evaluate risk in their selection of bond securities to hold in their portfolios. The Pension Plan measures credit quality using the Standard & Poor's rating scale.

As of September 30, 2024, the City had the following pension investments subject to credit risk:

Quality Breakdown	Portfolio Percentage
US Treasury	23.29%
US Agency	6.80
AAA	15.26
AA	8.89
A	8.20
BBB	9.40
BB	0.09
Commingled	28.07
Total	100.00%

Foreign Currency Risk: The City's Investment Policy for the Pension Plan does not explicitly address foreign currency risk. The investment policy specifies the market sectors of the investments and the benchmark for each sector. Individual money managers are hired to manage each sector and are evaluated on their performance against that benchmark. The individual money managers evaluate risk in their selection of securities to hold in their portfolios.

Note IV - Detailed Notes - All Funds (Continued)

A. Cash, Cash Equivalents, and Investments (Continued)

The following table below shows the Foreign Currency Risk for the City's Pension Plan with the amount (in thousands) and the percentage each currency represents for the Pension Plan's cash, cash equivalents and investments:

	Exposure	Percentage
United States Dollar	$ 2,911,143	93.93%
Euro	65,895	2.13
British Pound Sterling	34,941	1.13
Japanese Yen	31,402	1.01
Swiss Franc	21,045	0.68
Danish Krone	10,251	0.33
Australian Dollar	8,872	0.29
Swedish Krona	3,662	0.12
Canadian Dollar	3,320	0.11
South Korean Won	3,216	0.10
Singapore Dollar	1,403	0.05
Hong Kong Dollar	1,314	0.04
Mexican Pseo	775	0.03
New Israeli Shekel	712	0.02
Norwegian Krone	595	0.02
Taiwan Dollar	292	0.01
Total	$ 3,098,838	100.00%

Interest Rate Risk: The City of Tallahassee's Investment Policy for the Pension Plan does not explicitly address interest rate risk. The investment policy specifies the market sectors of the investments and the benchmark for each sector. Individual money managers are hired to manage each sector and are evaluated on their performance against that benchmark. The individual money managers evaluate risk in their selection of securities to hold in their portfolios.

The City of Tallahassee held the following debt securities for its Pension Fund on a time-segmented basis as of September 30, 2024 (in thousands):

Investment Type	Fair Value	Less than 1 Year	1-5 Years	6-10 Years	10+ Years
U.S. Treasury	$ 97,836	$ -	$ 31,144	$ 57,835	$ 8,857
U.S. Agency	45,520	12,911	244	84	32,281
Asset Backed	17,295	-	4,345	5,594	7,356
Corporate Bonds	60,501	1,760	22,526	17,087	19,128
Municipal	52,330	-	5,367	5,050	41,913
Other	(1,930)	(1,930)	-	-	-
Subtotal	271,552	$ 12,741	$ 63,626	$ 85,650	$ 109,535
Commingled	106,778				
Total	$ 378,330				

B. Securities Lending Transactions

In accordance with Section 51 of the City Charter, the City Treasurer-Clerk or his designee may authorize investment transactions that he considers prudent. Accordingly, the City participates in securities lending transactions via a Securities Lending Agreement with The Northern Trust Company ("Northern") that authorizes the banking institution to lend the City's securities to approved broker-dealers and banks in order to generate additional income. Gross income from securities lending transactions and the fees paid to Northern are reported in the City's statements. Assets and liabilities include the value of the collateral held.

Note IV - Detailed Notes - All Funds (Continued)

B. Securities Lending Transactions (Continued)

During the fiscal year ended September 30, 2024, Northern loaned, at the direction of the City's Treasurer-Clerk, securities and received cash, securities issued or guaranteed by the United States government, and irrevocable bank letters of credit as collateral. Northern does not have the ability to pledge or sell collateral securities delivered absent a borrower default. Borrowers were required to deliver cash collateral for each loan equal to at least 102% of the initial fair value of the loaned securities or if the borrowed securities and the collateral were denominated in different currencies, equal to 105% of the fair value of the securities.

There are no restrictions on the amount of securities that may be loaned. The Agreement requires Northern to indemnify the City for losses attributable to violations by Northern of the Standard of Care set out in the Agreement. There were no such violations during the fiscal year ended September 30, 2024. Moreover, there were no losses during the fiscal year ended September 30, 2024 resulting from a default of any borrower.

During the fiscal year ended September 30, 2024, the City and each borrower maintained the right to terminate all securities lending transactions on demand. For the Pension Fund, the cash collateral received on each loan of securities together with the cash collateral of other qualified plan lenders were invested in a collective investment pool with Northern. The cash collateral for the non-pension funds lending activity was invested in a liquid assets portfolio institutional account. Because the loans are terminable at will, their duration did not generally match the duration of the investments made with the cash collateral. For the Pension Fund, the average term of the loan was approximately 120 days and the average duration of the investment pool was 21 days. For the non-pension funds, the average term of the loan was 19 days and the average duration of the investment pool was 21 days. On September 30, 2024, the City had no credit risk exposure to borrowers.

On September 30, 2024, for the City's Pension Fund, the collateral held and the fair value of securities on loan were $65,504,000 and $63,826,000, respectively; for the City's non-pension funds, the collateral held and the fair value of securities on loan were $8,141,000 and $7,940,000 respectively.

A summary of the fair value of the securities on loan as of September 30, 2024 follows (in thousands):

	Pension Fund	Non-Pension Fund
Corporate Bonds	$ 9,417	$ 7,940
Common Stock	36,937	-
U.S. Government Treasury Notes	17,472	-
	$ 63,826	$ 7,940

C. Receivables

1. Property Taxes

Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the Leon County Property Appraiser and the Leon County Tax Collector. The laws of the State regulating tax assessment are also designed to ensure consistent property taxes at a rate of up to 10 mills. The millage rate assessed by the City for the fiscal year ended September 30, 2024 was 4.45. All property is assessed by the county according to its fair market value on January 1 of each year. Each assessment roll is submitted to the Executive Director of the State Department of Revenue for review to determine if the rolls meet all of the appropriate requirements of State Statutes.

The current year taxes for the fiscal year, beginning October 1, are billed in the month of November and are due no later than March 31. On April 1, all unpaid amounts become delinquent and are subject to interest and penalties. Discounts are allowed for early payment at the rate of 4% in the month of November, 3% in the month of December, 2% in the month of January and 1% in the month of February. The taxes paid in March are without discount. Delinquent taxes on real property bear interest of 18% per year. On or prior to June 1 following the tax year, certificates are sold for all delinquent taxes on real property. After sale, tax certificates bear interest of 18% per year or at any lower rate bid by the buyer. Application for a tax deed on any unredeemed tax certificates may be made by the certificate holder after a period of two years. Delinquent taxes on personal property bear interest of 18% per year until the tax is satisfied either by seizure and sale of the property or by the seven year statute of limitations.

Note IV - Detailed Notes - All Funds (Continued)

C. Receivables (Continued)

The City Tax Calendar is as follows: Valuation Date: January 1; Levy Date: November 1; Due Date: March 31, Succeeding Year; and Lien Date: April 1, Succeeding Year.

2. Leases

The City leases land, offices and buildings, equipment, and infrastructure capital assets including Airport infrastructure and land (non-regulated leases), to various third-party tenants doing business in the City of Tallahassee. The leases have terms including options to extend between one and eleven years, with payments required monthly, semiannually, or annually. At the commencement of the leases, the lease receivables are measured at the present value of payments expected to be received during the lease term.

In fiscal year 2024, the city recognized $1,404,218 of lease revenue and $48,938 of interest revenue related to these leases. As of September 30, 2024, the City's lease receivables were valued at $3,126,546.

The principal and interest requirements to maturity for the lease receivables as of September 30, 2024, are as follows (in thousands):

	Governmental Activities	
Year Ending September 30	Principal	Interest
2025	$ 610	$ 30
2026	308	25
2027	232	21
2028	219	18
2029	213	14
2030-2034	674	38
Total	$ 2,256	$ 146

	Business-Type Activities					
Year Ending September 30	Water		Airport		Star Metro	
	Principal	Interest	Principal	Interest	Principal	Interest
2025	$ 175	$ 6	$ 83	$ 6	$ 56	$ 3
2026	141	4	72	4	57	2
2027	150	2	21	2	58	1
2028	-	-	-	-	58	-
Total	$ 466	$ 12	$ 176	$ 12	$ 229	$ 6

3. Regulated Leases

The City has leasing agreements for aeronautical use of the Airport's airfield, terminal, and other facilities as defined by the Federal Aviation Administration, which qualify to be treated as regulated in accordance with the requirements of GASB 87. The City leases land and buildings to third parties under these agreements.

Note IV - Detailed Notes - All Funds (Continued)

C. Receivables (Continued)

As of September 30, 2024, the remaining amount of expected future minimum payments under these agreements is as follows (in thousands):

Year ending September 30,		
2025	$	8,016
2026		1,423
2027		1,440
2028		1,211
2029		1,101
2030-2034		5,768
2035-2039		4,764
2040-2044		2,580
2045-2049		1,877
2050-2054		1,335
	$	29,515

Effective October 2022, the City entered into three-year lease and use agreements with its major airline tenants, (the Signatory Airline Agreements). The current agreements expire on September 30, 2025. The agreement requires that rates for rentals, fees and charges be reviewed annually and adjusted so that the total airline revenues equal the Signatory Airline's share of the applicable costs. Year-end settlement provisions under the agreement provide for a recalculation of rates and charges. Upon determination of any difference between the actual rentals, fees and charges paid by Signatory Airlines, the City shall return to the airlines the amount of such difference in the event of an overpayment, and in the event of an underpayment, the City will invoice the airlines for the amount of such underpayment.

Final settlements are made each year after the audit of the City's Annual Comprehensive Financial Report. Other airlines operating at the Airport are billed at rates established by the non-signatory agreement.

The Signatory Airlines lease certain premises in the passenger terminal building. Under this agreement, all space leased is preferential. American Airlines preferentially leases terminal space, facilities on the ramp levels and gates on Concourse A. Delta Air Lines preferentially leases terminal space, facilities on the ramp levels and gates on Concourse B.

No other airlines have exclusive or preferential use of more than five (5) percent of terminal space or other areas of the Airport as of September 30, 2024. Exclusive and preferential use of space are summarized as follows:

	Tallahassee International Airport Leased Terminal Space							
	American	Delta	JetBlue	Silver	Vacant	Joint Use	Other Space	Total
Airline Leased Space (sq.ft.)	5,653	6,860	1,483	2,453	-	28,222	-	44,671
Airline Preferential	5,653	6,860	1,483	2,453	18,475	-	-	34,924
Joint Use	-	-	-	-	-	28,222	-	28,222
Concessions	-	-	-	-	-	-	14,641	14,641
Other Rentable	-	-	-	-	-	-	13,353	13,353
Total Leasable Space	5,653	6,860	1,483	2,453	18,475	28,222	27,994	91,140
Preferential Passenger Boarding Bridge Assignments	2	2	-	-	4	-	-	8

Note IV - Detailed Notes - All Funds (Continued)

D. Capital Assets

Capital Asset activity for the fiscal year ended September 30, 2024 was as follows (in thousands):

	Primary Government			
	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Non-Depreciable Assets:				
Land	$ 371,259	$ 271	$ (264)	$ 371,266
Construction-in-Progress	31,412	34,904	(11,072)	55,244
Total Non-Depreciable Assets	$ 402,671	$ 35,175	$ (11,336)	$ 426,510
Depreciable and Amortizable Assets:				
Buildings	$ 130,581	$ 435	$ -	$ 131,016
Equipment	106,628	3,620	(51,627)	58,621
Improvements other than buildings	15,161	-	-	15,161
Infrastructure	1,002,079	5,676	-	1,007,755
Intangibles	1,933	-	-	1,933
Intangible Right-to-Use Property	1,940	354	-	2,294
Intangible Right-to-Use Equipment and Fixtures	7,014	1,794	(960)	7,848
SBITAs	7,832	1,221	(286)	8,767
Total Depreciable and Amortizable Assets	1,273,168	13,100	(52,873)	1,233,395
Less accumulated depreciation and accumulated amortization for:				
Buildings	(86,997)	(2,713)	-	(89,710)
Equipment	(46,794)	(6,490)	12,100	(41,184)
Improvements other than buildings	(9,675)	(301)	-	(9,976)
Infrastructure	(736,459)	(33,884)	-	(770,343)
Intangibles	(215)	(179)	-	(394)
Intangible Right-to-Use Property	(822)	(303)	-	(1,125)
Intangible Right-to-Use Equipment and Fixtures	(4,088)	(2,331)	960	(5,459)
SBITAs	(2,323)	(2,876)	286	(4,913)
Total Accumulated Depreciation and Amortization	(887,373)	(49,077)	13,346	(923,104)
Total Depreciable and Amortizable Assets, net	$ 385,795	$ (35,977)	$ (39,527)	$ 310,291
Business-Type Activities				
Non-Depreciable Assets:				
Land	$ 156,138	$ 920	$ (56)	$ 157,002
Construction-in-Progress	125,979	110,876	(111,324)	125,531
Total Non-Depreciable Assets	$ 282,117	$ 111,796	$ (111,380)	$ 282,533
Depreciable and Amortizable Assets:				
Buildings	$ 249,211	$ 7,439	$ (10,899)	$ 245,751
Equipment	1,084,281	89,939	(35,908)	1,138,312
Improvements other than buildings	54,136	247	(892)	53,491
Infrastructure	1,549,959	85,044	(4,790)	1,630,213
Intangibles	310,479	-	-	310,479
Intangible Right-to-Use Equipment and Fixtures	3,802	134	-	3,936
SBITAs	1,103	1,792	-	2,895
Total Depreciable and Amortizable Assets	3,252,971	184,595	(52,489)	3,385,077
Less accumulated depreciation and accumulated amortization for:				
Buildings	(124,018)	(6,463)	4,118	(126,363)
Equipment	(767,453)	(49,146)	9,938	(806,661)
Improvements other than buildings	(35,188)	(1,836)	780	(36,244)
Infrastructure	(725,002)	(36,976)	4,180	(757,798)
Intangibles	(155,489)	(11,775)	-	(167,264)
Intangible Right-to-Use Equipment and Fixtures	(883)	(442)	-	(1,325)
SBITAs	(610)	(766)	-	(1,376)
Total Accumulated Depreciation and Amortization	(1,808,643)	(107,404)	19,016	(1,897,031)
Total Depreciable and Amortizable Assets, net	$ 1,444,328	$ 77,191	$ (33,473)	$ 1,488,046

Note IV - Detailed Notes - All Funds (Continued)

D. Capital Assets (Continued)

Depreciation and amortization expense was charged to functions/programs of the primary government as follows (in thousands):

Governmental Activities:		
General Government	$	478
Public Safety		212
Transportation		928
Human Services		115
Economic Development		16
Physical Environment		15
Culture and Recreation		990
General Infrastructure		35,835
Capital Assets held by the governmental internal service funds are charged to the various functions based on their usage of assets		10,488
Total depreciation and amortization expense governmental activities	$	49,077
Business-Type Activities:		
Electric	$	54,043
Gas		2,457
Sewer		20,806
Water		7,087
Airport		7,271
StarMetro		3,909
Solid Waste		608
Golf		63
Stormwater Management		2,469
Fire Services		1,373
Capital Assets held by the business-type internal service funds are charged to the various functions based on their usage of assets		7,318
Total depreciation and amortization expense-business-type activities	$	107,404

Note IV - Detailed Notes - All Funds (Continued)

E. Interfund Receivables, Payables, Intergovernmental Charges, and Transfers

1. Interfund Receivables/Payables

At September 30, 2024, Interfund Receivables and Payables are as follows (in thousands):

Fund	Due From	Due To	Advance To	Advance From
General	$ -	$ 53	$ -	$ 1,032
Electric	30,000	-	3,000	3,978
Sewer	-	140	9,504	-
Airport	-	3	-	100
Stormwater	140	-	-	4,074
Nonmajor governmental	3,005	3,005	9,995	3,006
Nonmajor business-type	-	19,915	-	11,746
Internal service funds	23,413	33,442	1,599	162
	$ 56,558	$ 56,558	$ 24,098	$ 24,098

$56,558,000 of the interfund receivables and payables balances represent amounts remaining from loans to fund operations. $24,098,000 of these balances represent amounts loaned for capital funding.

2. Intergovernmental Charges

Certain functions of the City of a general and administrative nature are accounted for in internal service funds. The costs accumulated in these funds are allocated to the various funds benefited by the services via charges, which are recorded as charges for services in the internal service funds and expenses or expenditures in the benefited funds. Such costs allocated to the funds for the year ended September 30, 2024 are as follows (in thousands):

General	$ 26,857
Electric	31,549
Gas	4,309
Sewer	12,602
Water	11,809
Airport	2,417
Stormwater management	7,520
Nonmajor business type	28,074
Nonmajor governmental type	1,247
Fiduciary type	1,194
Internal service type	11,335
Total	$ 138,913

Note IV - Detailed Notes - All Funds (Continued)

E. Interfund Receivables, Payables, Intergovernmental Charges, and Transfers (Continued)

3. Interfund Transfers

Interfund transfers are made for the funding of capital projects, debt service, for subsidies of various city operations, and for reallocation of special revenues. The following schedule summarizes city transfer activity for the fiscal year ended September 30, 2024 (in thousands):

	Transfers In										
Transfers Out	General	Electric	Gas	Sewer	Water	Airport	Stormwater	Nonmajor Govt.	Nonmajor Business-Type	Internal Service Funds	Total
General	$ -				$ 200	$ -		$ 12,227	$ 10,631	$ 2,028	$ 25,086
Electric	36,875	-	-	9	236	-	-	36	-	16,795	53,951
Gas	3,587	-	-	279	156	-	-	1	-	718	4,741
Sewer	5,992	-	26	-	31	-	-	-	-	19,431	25,480
Water	4,351	-	-	20	-	-	-	5	-	13,270	17,646
Airport	178	-	-	-	-	-	-	-	-	1,277	1,455
Stormwater	544	-	-	4,073	-	-	-	11	-	1,619	6,247
Nonmajor governmental	591	-	-	-	-	-	-	1,284	3,077		4,952
Nonmajor business-type	2,601	-	-	5,429	-	-	-	35	-	4,825	12,890
Internal Service	1,011	5,225		7,823	11,507	1,145	4,245	137	6,212	661	37,966
Total	$ 55,730	$ 5,225	$ 26	$ 17,633	$ 12,130	$ 1,145	$ 4,245	$ 13,736	$ 19,920	$ 60,624	$ 190,414

F. Lease Payables

The City has entered into agreements to lease certain land, office and buildings, machinery, equipment and vehicles. These lease agreements qualify as other than short-term leases under GASB 87 and therefore, have been recorded at the present value of the future minimum lease payments as of their inception. The terms and conditions for these leases vary and may contain renewal options, the options are not considered in determining the lease term and associated potential option payments are excluded from the present value calculation of the right to use lease asset and the lease liability determination. The City's leases generally do not include termination options for either party to the lease or restrictive financial or other covenants. As a result of the leases, the City has recorded the right to use assets with a total net book value of $2,669,014 for governmental activities and $4,738,832 for business-type activities.

Payments due under the lease contracts include fixed, periodic payments over the lease terms plus, for many of the City's leases, variable, and non-lease component payments. For the City's leases, variable lease payments that depend on future performance or usage of the underlying asset and not lease components are excluded from the measurement of the lease liability and recognized as outflows of resources.

In fiscal year 2024, the City recognized $2,397,374 in variable lease payments related to these leases. As of September 30, 2024, the City's lease payables were valued at $6,631,000.

Note IV - Detailed Notes - All Funds (Continued)

F. Lease Payables (Continued)

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2024, were as follows (in thousands):

	Governmental Activities	
Year Ending September 30,	Principal	Interest
2025	$ 1,505	$ 128
2026	657	80
2027	736	50
2028	70	19
2029	72	16
2030-2096	923	593
Total	$ 3,963	$ 886

	Business-Type Activities					
	Airport		Star Metro		Utility Services	
Year Ending September 30,	Principal	Interest	Principal	Interest	Principal	Interest
2025	$ 5	$ -	$ 377	$ 30	$ 56	$ 5
2026	3	-	382	25	30	3
2027	-	-	387	20	26	2
2028	-	-	393	15	27	1
2029	-	-	398	10	12	-
2030-2096	-	-	572	6	-	-
Total	$ 8	$ -	$ 2,509	$ 106	$ 151	$ 11

Note IV - Detailed Notes - All Funds (Continued)

G. Subscription-Based Information Technology Arrangements (SBITAs)

The City has entered into subscription-based information technology arrangements (SBITAs). The SBITA agreements qualify as other than short-term under GASB 96 and therefore, have been recorded at the present value of the future subscription payments as of the date of their inception. Accordingly, the City's estimated incremental borrowing rates of 3.93 percent to 4.27 percent were used to discount the SBITA payments. As a result of the subscriptions, the City has recorded the right to use assets with a total net book value of $4,674,915. The SBITA liability balance was $4,500,633 on September 30, 2024.

The future minimum SBITA payments as of September 30, 2024, were as follows (in thousands):

Governmental Activities		
Year Ending September 30,	Principal	Interest
2025	$ 1,436	$ 121
2026	1,032	62
2027	487	20
2028	-	-
Total	$ 2,955	$ 203

Business-Type Activities						
Year Ending	Garage		Star Metro		Purchasing	
September 30,	Principal	Interest	Principal	Interest	Principal	Interest
2025	$ 429	$ 59	$ 64	$ 5	$ 32	$ 1
2026	459	41	69	3	-	-
2027	491	21	-	-	-	-
Total	$ 1,379	$ 121	$ 133	$ 8	$ 32	$ 1

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt

1. Summary of Changes in Long-Term Debt

The following is a summary of the changes in Long-Term Debt for the year ended September 30, 2024 (in thousands):

	Beginning Balance	Additions	Reductions	Ending Balance	Current	Noncurrent
Governmental Activities:						
General Revenue Bonds	$ 65,990	$ 65,110	$ 9,030	$ 122,070	$ 5,410	$ 116,660
Unamortized Premiums	3,127	4,970	146	7,951	-	7,951
Public Improvement Revenue Note 2020	7,310	-	-	7,310	7,310	-
Public Improvement Revenue Note 2024	-	25,000	-	25,000	950	24,050
Redevelopment Revenue Note	2,860	-	560	2,300	565	1,735
Bonds and Loans Payable	79,287	95,080	9,736	164,631	14,235	150,396
Compensated Absences	11,964	7,812	7,806	11,970	7,813	4,157
Net Pension Liability	154,509	66,857	30,208	191,158	-	191,158
Net OPEB Liability	37,161	9,664	9,624	37,202	-	37,202
Lease Payable	3,689	1,458	1,184	3,963	1,298	2,665
SBITA Liability	5,284	2,757	5,086	2,955	1,257	1,698
Total Governmental-Type Debt	291,894	183,628	63,644	411,879	24,603	387,276
Business-Type Activities:						
Energy System 2010B	122,280	-	122,280	-	-	-
Energy System Refunding 2017	125,780	-	2,010	123,770	4,900	118,870
Energy System 2018	97,910	-	97,910	-	-	-
Energy System Refunding 2020	53,890	-	12,100	41,790	10,190	31,600
Energy System Refunding 2023	59,790	-	6,225	53,565	6,400	47,165
Energy System Refunding 2024	-	199,190	-	199,190	460	198,730
Consolidated Utility System 2010A	117,015	-	117,015	-	-	-
Consolidated Utility System Refunding 2017	90,405	-	90,405	-	-	-
Consolidated Utility System 2018	37,800	-	1,750	36,050	1,840	34,210
Consolidated Utility System Refunding 2020	8,035	-	2,550	5,485	2,675	2,810
Consolidated Utility System Refunding 2023	34,720	-	2,955	31,765	3,040	28,725
Consolidated Utility System 2024	-	44,660	-	44,660	1,760	42,900
Consolidated Utility System Refunding 2024A	-	180,995	-	180,995	4,300	176,695
2019 Transportation Improvement Bond	4,642	-	888	3,754	907	2,847
Unamortized Premiums/Discounts	67,909	57,888	31,309	94,488	-	94,488
AMI Loan	3,234	-	3,234	-	-	-
Fire Improvement Revenue Note	-	27,000	-	27,000	185	26,815
Bonds and Loans Payable	823,410	509,733	490,631	842,512	36,657	805,855
Compensated Absences	15,897	10,830	10,110	16,617	10,831	5,786
Net Pension Liability	30,224	21,950	11,947	40,227	-	40,227
Net OPEB Liability	25,105	8,384	8,119	25,370	-	25,370
Lease Payables	2,953	133	418	2,668	438	2,230
SBITA Liability	530	1,792	778	1,544	525	1,019
Total Business-Type Debt	898,118	552,822	522,003	928,938	48,451	880,487
Total Long-Term Debt	$ 1,190,012	$ 736,450	$ 585,647	$ 1,340,817	$ 73,054	$ 1,267,763

For governmental activities, claims, judgments, pension obligations, OPEB obligations and compensated absences have been primarily liquidated by the General Fund.

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt (Continued)

2. Summary of Individual Bond Issues

Summarized below are the City's individual bond issues outstanding at September 30, 2024 (in thousands):

General Revenue Bonds:		
$26,975,000 Capital Improvement Refunding Revenue Bond – Series 2009, due in annual installments ranging from $550,000 to $1,240,000 ending on April 1, 2031, at a 3.710% interest rate. The Bond is payable from and secured by a junior lien and pledge of the Local Government Half-cent Sales Tax, Guaranteed Entitlement Revenues, and the Communications Service Tax.	$	5,910
$27,320,000 Capital Bonds – Series 2018, due in annual installments ranging from $575,000 to $2,105,000 ending on October 1, 2038, with interest rates at 1.75% to 5.0% depending on maturity date. Bonds are payable from and secured by a first lien and pledge of the Local Government Half-cent Sales Tax, Guaranteed Entitlement Revenues, Communications Services Tax, Public Service Tax Revenues and earnings on the investment of all funds and accounts created by the Bond Resolution, except the Rebate Fund and Unrestricted Revenue Account.		21,875
$6,035,000 Capital Bonds - Series 2021, due in annual installments ranging from $665,000 to $920,000 ending on October 1, 2028, at a 1.24% interest rate. Bonds are payable from and secured by a first lien and pledge of the Guaranteed Entitlement Revenues, the Local Government Half-cent Sales Tax, the Local Communications Services Tax, and the Public Service Tax Revenues.		3,615
$38,000,000 Capital Bonds - Series 2022, due in annual installments ranging from $2,180,000 to $5,980,000 ending on October 1, 2034 at a 3.480% interest rate. Bonds are payable from and secured by a first lien and pledge of the Local Government Half-Cent Sales Tax, Guaranteed Entitlement Revenues, Communications Service Tax and Public Service Tax Revenues.		25,560
$65,110,000 Capital Bonds - Series 2024, due in annual installments ranging from $80,000 to $2,2,00,000 ending on October 1, 2054 at a 5.000% interest rate. Bonds are payable from and secured by a first lien and pledge of the Local Government Half-Cent Sales Tax, Guaranteed Entitlement Revenues and Communications Service Tax.		65,110
Total General Revenue Bonds	$	122,070
Proprietary Revenue Bonds:		
$147,295,000 Energy System Refunding Revenue Bonds - Series 2017, due in annual installments ranging from $2,010,000 to $15,000,000 ending on October 1, 2037, interest rates at 3.00% in 2018 and 5.00% for the remaining maturity dates. Bonds are payable and secured by a lien on and pledge of certain funds provided by the 1998 General Resolution, which includes the net revenues of the City's Energy System.		123,770
$80,195,000 Energy System Refunding Revenue Bonds - Series 2020, due in annual installments ranging from $7,715,000 to $11,010,000 ending on October 1, 2028, at an interest rate of 5.00%. Bonds are payable and secured by a lien on and pledge of certain funds provided by the 1998 General Resolution, which includes the net revenues of the City's Energy System.		41,790
$59,739,000 Energy System Refunding Revenue Bonds - Series 2023, due in annual installments ranging from $135,453 to $1,656,183 ending on October 1, 2032, at an interest rate of 2.77. Bonds are payable and secured by a lien on and pledge of certain funds provided by the 1998 General Resolution, which includes the net revenues of the City's Energy System.		53,565

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt (Continued)

$199,190,000 Energy System Refunding Revenue Bonds - Series 2024, due in annual installments ranging from $460,000 to $21,130 ending on October 1, 2042, at an interest rate of 5.0%. Bonds are payable and secured by a lien on and pledge of certain funds provided by the 1998 General Resolution, which included the net revenues of the City's Energy System.	199,190
$45,385,000 Consolidated Utility System Revenue Bonds - Series 2018, due in annual installments ranging from $1,370,000 to $3,470,000 ending on October 1, 2038, at an interest rate of 5.0% on each maturity date. Bonds are payable and secured by a lien on and pledge of certain funds provided by Resolution, net revenues of the City's Utility System (consisting of the City's water and sewer systems) and the gross revenues of the City's Stormwater Drainage System.	36,050
$14,875,000 Consolidated Utility System Refunding Revenue Bonds - Series 2020, due in annual installments ranging from $2,095,000 to $2,810,000 ending on October 1, 2026, at an interest rate of 5.0% on each maturity date. Bonds are payable and secured by a lien on and pledge of certain funds provided by Resolution, net revenues of the City's Utility System (consisting of the City's water and sewer systems) and the gross revenues of the City's Stormwater Drainage System.	5,485
$34,720,000 Consolidated Utility System Refunding Revenue Bonds - Series 2023, due in annual installments ranging from $2,015,000 to $3,700,000 ending on October 1, 2035, at an interest rate of 2.89% . Bonds are payable and secured by a lien on and pledge of certain funds provided by Resolution, net revenues of the City's Utility System (consisting of the City's water and sewer systems) and the gross revenues of the City's Stormwater Drainage System.	31,765
$44,660,000 Consolidated Utility System Revenue - Series 2024, due in annual installments ranging from $815,000 to $3,305,000 ending October 1, 2048, at an interest rate of 5.0%. The bond is payable and secured by a lien on and pledge of certain funds provided by Resolution, net revenues of the City's Utility System (consisting of the City's Water and Sewer systems) and the gross revenues of the City's Stormwater Drainage System.	44,660
$180,955 ,000 Consolidated Utility System Refunding Revenue Bonds - Series 2024A, due in annual installments ranging from $3,675,000 to $25,125,000 ending on October 1, 2040, at an interest rate of 5.0%. Bonds are payable and secured by a lien on and pledge of certain funds provided by Resolution, net revenues of the City's Utility System (consisting of the City's Water and Sewer systems) and the gross revenues of the City's Stormwater Drainage System.	180,995
$7,994,660 Transportation Improvement Bond – Series 2019, due in annual installments ranging from $809,990 to $970,840 ending on May 1, 2028, at an interest rate of 2.29%. The Bond is payable from and secured by a covenant to budget and appropriate pledge of legally available non-ad valorem revenues from the General Fund. The Bond was issued to purchase 14 electric buses for the City's mass transit bus system.	3,754
Total Proprietary Revenue Bonds	$ 721,024
Total Bonds Payable	$ 843,094

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt (Continued)

3. Private Placement Bonds/Direct Borrowings

The Capital Improvement Refunding Revenue Bond, Series 2009, the Transportation Improvement Bond, Series 2019, the Public Improvement Revenue Note, Series 2020, the Capital Bonds, Series 2021, the Energy System Refunding Revenue bonds, Series 2023, the Consolidated Utility System Refunding Revenue Bonds, Series 2023, the Public Improvement Revenue Note, Series 2024, and the Fire Improvement Revenue Note, Series 2024 are all private placement bonds. Should there be an Event of Default of these bonds, the interest rate on the applicable bond would increase to the Default Rate. If these bonds default on the debt service payments, the applicable lender has the right to require the City to pay the entire outstanding obligation of these bonds.

The borrowings identified below under Loans Payable are the direct borrowings of the City. For all of the private placement bonds and direct borrowings, should the borrowings no longer be tax-exempt, the interest rate on the outstanding amount will be increased.

4. Loans Payable

Public Improvement Revenue Note, Series 2020

On October 1, 2020, the City entered into a taxable loan in the amount of $7,310,000 with Key Bank. The loan bears interest at a rate of 1.43% with interest only payments due annually on October 1 from 2021 through 2025. The principal is due in a balloon payment on October 1, 2025. The Note is payable from and secured by a covenant to budget and appropriate pledge of legally available non-ad valorem revenues from the General Fund. The Note was issued to refinance the purchase of the Northwood Centre property on which the City will construct a new police headquarters and other amenities. The loan may be repaid in whole or in part at any time upon notice of 21 business days to Key Bank. The outstanding balance of this loan was $7,310,000 as of September 30, 2024.

Community Redevelopment Revenue Note, Series 2020

On December 16, 2020, the City executed Community Redevelopment Agency Redevelopment Revenue Note, Series 2020, which bears interest at a rate of 1.28% with annual installments ranging from $592,208 to $596,608 ending on January 15, 2028. The Note is payable from and secured by a covenant to budget and appropriate pledge of legally available non-ad valorem revenues. It was issued primarily to finance the cost of acquisition of a condominium unit consisting of two floors of structured parking with two hundred fifty-two public parking spaces. The outstanding balance of this loan was $2,300,000 as of September 30, 2024.

Fire Improvement Revenue Note (Fire Station Project), Series 2024

On June 26, 2024, the City executed Fire Improvement Revenue Note, Series 2024, which bears interest at a rate of 4.210% with annual installments ranging from $185,000 to $14,020,000 ending on April 1, 2044. The Note is payable from and secured by a covenant to budget and appropriate pledge of legally available non-ad valorem revenues. It was issued primarily to finance the cost of acquisition of a new fire station. The outstanding balance of this loan was $27,000,000 as of September 30, 2024.

Public Improvement Revenue Note (Senior Center Project), Series 2024

On April 10, 2024, the City executed Public Improvement Revenue Note (Senior Center Project), Series 2024, which bears interest at a rate of 4.045% with annual installments ranging from $950,000 to $2,320,000 ending on April 1, 2038. The Note is payable from and secured by a covenant to budget and appropriate pledge of legally available non-ad valorem revenues. It was issued primarily to finance the cost of acquisition of a new Senior Citizens Community Center. The outstanding balance of this loan was $25,000,000 as of September 30, 2024.

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt (Continued)

5. Schedule of Debt Service Requirements, for All Outstanding Debt Including Principal and Interest (in Thousands)

	Governmental Activities				Business - Type Activities				
	Bonds		Notes from Direct Borrowings and Direct Placements		Bonds		Notes from Direct Borrowings and Direct Placements		
Year ending September 30	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total Debt Service
2025	$ 1,195	$ 4,349	$ 13,040	$ 2,733	$ 29,165	$ 34,679	$ 7,492	$ 3,006	$ 95,659
2026	1,250	4,290	6,365	1,997	31,895	33,230	7,988	2,501	89,516
2027	1,315	4,227	6,565	1,796	33,415	31,710	8,219	2,277	89,524
2028	1,705	4,161	6,030	1,603	35,025	30,116	8,441	2,046	89,127
2029	1,720	4,076	4,695	1,416	39,945	28,445	7,690	1,809	89,796
2030-2034	11,955	18,906	24,245	4,439	217,500	112,360	22,900	5,979	418,284
2035-2039	13,610	15,594	8,755	903	231,105	58,993	3,860	4,233	337,053
2040-2044	54,235	20,981	-	-	45,654	6,563	17,730	3,055	148,218
Totals	$ 86,985	$ 76,584	$ 69,695	$ 14,887	$ 663,704	$ 336,096	$ 84,320	$ 24,906	$ 1,357,177

6. Other Debt Considerations

In the fiscal year, the City refunded Energy System Revenue Bonds, Series 2010B, and the Energy System Revenue Bonds, Series 2018 with the issue of Energy System Refunding Revenue Bonds, Series 2024. The par amount of the Series 2010B bonds that was refunded totaled $122,280,000 and the par value of the Series 2018 bonds that was refunded totaled $97,910,000 leaving a balance of $0. The par amount of the 2024 bonds totaled $199,190,000. The aggregate difference between the debt service of the refunded debt and the new debt was a reduction of $21,626,119. The economic gain on this refund totaled $10,512,524. The refunding transaction was pre-planned in the original issue and any economic benefit was included in the future debt service calculation of the Series 2010B and Series 2018 bonds.

In the fiscal year, the City refunded Consolidated Utility System Revenue Bonds, Series 2010A and the Consolidated Utility System Revenue Bonds, Series 2017 with the issue of Consolidated Utility System Refunding Revenue Bonds, Series 2024. The par amount of the Series 2010A bonds that was refunded totaled $117,015,000 and the Series 2017 bonds was $90,405,000, leaving a balance of $0 . The par amount of the 2024 bonds totaled $180,995,000. The aggregate difference between the debt service of the refunded debt and the new debt was a reduction of $12,988,291. The economic gain on this refund totaled $8,210,872. This refunding transaction was anticipated in the original issue and any economic benefit was included in the future debt service calculation of the Series 2010A and the Series 2017 bonds.

The City, as of September 30, 2024, nor at any time during fiscal year 2024, did not have a line of credit upon which to borrow additional funds.

7. Conduit Debt Obligations

From time to time, the City has acted as a conduit for the issuance of bonds for non-profit organizations for the acquisition, construction, and improvement of housing, educational, and medical facilities deemed to be in the public interest, and has issued Industrial Revenue bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds.

- As of September 30, 2024, there were four series of Health Facilities Revenue Refunding Bonds outstanding. The original issue amounts totaled $357.3 million and the outstanding balance as of September 30, 2024 was $335.1 million.

Note IV - Detailed Notes - All Funds (Continued)

H. Long-Term Debt (Continued)

- As of September 30, 2024, there was one Florida State University School Lease Revenue Bond outstanding. The original issue amount totaled $18.1 million and the outstanding balance as of September 30, 2024 was $2.94 million.
- As of September 30, 2024, there was one Industrial Revenue Bond outstanding. The original issue amount totaled $5.4 million and the outstanding balance as of September 30, 2024 was $4.5 million.

I. Net Position

The business-type fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted or unrestricted.

1. Net Investment in Capital Assets

Net Investment in Capital Assets is intended to reflect the portion of net position associated with non-liquid, capital assets less outstanding capital asset related debt. Related debt includes the outstanding balances of any bonds, mortgages, notes, or other borrowings attributable to the acquisition, construction, or improvement of capital assets of the City.

2. Restricted Assets

Restricted Assets are subject to constraints that are either (a) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

3. Unrestricted Assets

Unrestricted Assets are the portion of net position that are neither invested in capital assets nor restricted for use by a third party.

The net position shown in government-wide financial statements was changed beginning in fiscal year 2012 to comply with GASB Statement No. 54, “Fund Balance Reporting and Governmental Fund Type Definitions”. The details of net position presentation are explained in Note IV.I. “Fund Balance” below.

J. Fund Balance

The City classifies governmental fund balances as follows:

Non-spendable Fund Balance - includes fund balance amounts that cannot be spent either because it is a) not in a spendable form, such as inventory or b) because it is legally or contractually required to be maintained intact.

Spendable Fund Balance

Restricted – fund balance amounts constrained for specific purposes that are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation.

Committed – fund balance amounts constrained for specific purposes imposed by majority vote of the City Commission.

Assigned – spendable fund balance amounts transferred from committed funds into projects or other funds under the control of the department budgeted to receive the committed funds. Budgetary control is established within each fund and department. The City Manager or designee may transfer amounts between departments within the same fund. These transfers are not specifically approved by the City Commission.

Unassigned – residual positive fund balance within the General Fund that was not classified within the categories defined above. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The City spends restricted amounts first when both restricted and unrestricted fund balances are available unless there are legal documents/contracts that prohibit doing this, such as grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

Note IV - Detailed Notes - All Funds (Continued)

J. Fund Balance (Continued)

The City Commission has established an emergency reserve policy and fund, referred to as the Deficiencies Fund, in order to meet unforeseen expenditures. The target amount per the policy is a maximum level of two (2) months of general government operating expenditures of the ensuing fiscal year's operating budget. Use of the Deficiencies Fund requires approval by the City Commission. The Deficiencies Fund is contained as a separate sub-fund within the General Fund and the balance is classified as committed fund balance within the General Fund.

A schedule of City fund balances is provided below (in thousands):

	Non-Spendable	Restricted	Committed	Assigned	Unassigned	Total
General Fund						
Community Development	$ -	$ -	$ -	$ 417	$ -	$ 417
Emergency Management	-	-	27,087	-	-	27,087
General Government	-	-	-	2,338	-	2,338
Inventory	925	-	-	-	-	925
Police Evidence Holding Cash	1,037	-	-	-	-	1,037
Scholarship Assistance	-	-	156	-	-	156
Unassigned	-	-	-	-	1,207	1,207
Total General Fund	1,962	-	27,243	2,755	1,207	33,167
Other Governmental Funds						
Advances to Other Funds	-	10,355	-	-	-	10,355
Animal Services	-	155	-	-	-	155
Building Improvements	-	-	2,571	-	-	2,571
Cemetery Grounds Maintenance	-	-	2,129	-	-	2,129
Community Development	-	33,139	3,427	-	-	36,566
Environmental Cleanup	-	807	-	-	-	807
General Government	-	-	3,631	-	-	3,631
Historic Property Preservation	-	-	1,040	-	-	1,040
Housing	-	2,648	3,483	-	-	6,131
Land/Neighborhood Improvements	-	61	1,238	-	-	1,299
Law Enforcement Justice Assistance	-	22	-	-	-	22
Park Enhancements	-	342	1,404	-	-	1,746
Police Enforcement/Crime Prevention	-	13	685	-	-	698
Police Equipment	-	-	1,339	-	-	1,339
Police Mentoring	-	3	-	-	-	3
Public Infrastructure	-	36	32,186	-	-	32,222
Public Safety Campus	-	-	24,083	-	-	24,083
Public Safety - Building Code	-	2,641	-	-	-	2,641
Road Improvements	-	2,427	5,450	-	-	7,877
Sidewalks/Pedestrian & Bike Paths	-	7,951	3,837	-	-	11,788
Technology Upgrades	-	-	3,272	-	-	3,272
Traffic Signals	-	13	-	-	-	13
Unassigned	-	-	-	-	(2,845)	(2,845)
Total Other Governmental Funds	-	60,613	89,775	-	(2,845)	147,543
Total Fund Balances	$ 1,962	$ 60,613	$ 117,018	$ 2,755	$ (1,638)	$ 180,710

Note V - Other Information

A. Outstanding Contracts

The City has outstanding commitments on various contracts for construction and other projects. These commitments, as of September 30, 2024, in the respective funds are as follows (in thousands):

General Fund	$	6,317
Electric		16,727
Gas		1,180
Sewer		19,480
Stormwater Management		7,426
Water		7,795
Airport		20,849
Nonmajor Governmental		52,699
Nonmajor Enterprise		38,042
Internal Service Funds		21,259
Total	$	191,774

Long-term purchase contract obligations for the purchase of gas and energy are disclosed in Note V.E. Long-term contracts are not included in the above outstanding commitment balances.

B. Risk Management Program

The risk management program provides coverage for Workers' Compensation by self-insuring primary losses up to $1,250,000 and losses above that amount are insured through an excess policy. General liability, automobile and employment liability are totally self-insured. General and automobile liability losses are statutorily limited by sovereign immunity of $200,000 per person and $300,000 per accident. Prior to October, 2011, the statutory limit was $100,000 per person and $200,000 per accident. The risk management program is also responsible for the purchase of certain other coverages including Aviation liability coverage. Specialized policies for police and fire statutory death benefits and a policy providing a lump sum benefit for firefighter cancer claims are also purchased. The risk management program provides Employment Practice Liability such as allegations of race, gender and other discrimination or disparate treatment allegations. This exposure is also self-insured. The City's buildings and contents are covered by two property insurance policies: one for municipal locations and one for utility locations, both with varying deductibles.

The Risk Management Fund, which is classified as an internal service fund, is responsible for collecting premiums from all of the departments for both self insured and commercial programs, paying claim settlements on the self insured claims and procuring commercial insurance. Claims settlements and loss expenses are reserved for the expected value of the known losses and also for estimated incurred but not reported losses (IBNRs).

Annually, as of September 30, the program has a third party actuary review the claim history for all claim years for which open self-insurance claims are outstanding. The actuary projects the ultimate claim payment obligation (including the IBNRs) for each year's claim experience and projects the new year's probable loss fund cost and a discounted alternative. The City elected to establish the liability at the discounted value (2.0%).

Changes in the balances of self-insured claims for the year ended September 30, 2024 are as follows (in thousands):

Unpaid claims - October 1 (including IBNRs)	$	19,097
Expenses		1,755
Claim payments		(5,162)
Unpaid claims - September 30 (including IBNRs)	$	15,690

Note V - Other Information (Continued)

C. Litigation

The City is involved in pending lawsuits. The City Attorney estimates that the potential claims against the City not covered by insurance resulting from litigation would not materially affect the financial position of the City.

D. Federal and State Grants

The City has received numerous federal and state grants that are subject to financial and compliance audits made in accordance with the Office of Management and Budget uniform administrative requirements, cost principles and audit requirements.

Certain grants, such as the Community Development Block Grant, HOME grant, State Housing Initiatives Partnership (SHIP), and others, provide for the issuance of loans to qualifying individuals or non-profit entities. Loans to individuals include down payment assistance loans that are not repaid unless certain events occur, such as the sale or refinancing of a purchased home within a certain time period. Loans to non-profit entities are sometimes only payable if the entity has sufficient annual cash flow, or may be forgiven by the City Commission to prevent economic hardship for the entity. Since repayment of these loans is contingent upon various factors, the loans are not reported in the financial statements. As of September 30, 2024, the contingent loans for Special Projects totaled $4.4 million*. The contingent down payment assistance loan balance for SHIP totaled $1.7 million.

E. Long-Term Contracts

The City acquires natural gas and power through a combination of short, medium and long-term contracts. The City currently has 8 long-term natural gas “prepay” contracts discounted from an index: 1) 20-Year contract with Tennessee Energy Acquisition Corporation (TEAC); 2) 30-Year contract with TEAC ending in 2048; 3) 30-year contract with Blackbelt Energy ending in 2048; 4) TEAC 30-year contract ending in 2052; 5) Municipal Gas Authority of Georgia (MGAG)/Citadel 30-year contract ending in 2052; 6) MGAG/Citibank 30-year contract ending in 2052; 7) SEA/Morgan Stanley 30-year contract ending in 2052; and 8) SEA/J. Aron 30-year contract ending in 2053. These contracts save the City $6.2 million each year through 2053. The City also uses financial instruments to hedge natural gas for future periods. The City is currently hedged for approximately 78% of the City’s gas needs through FY 2025. The City’s obligation for financial hedges is limited to the difference between the hedge price and market price. The City is not obligated to purchase the underlying gas supply. Energy contracts are managed and monitored by the City’s Energy Services Department. Revenues from customers through the Energy Cost Recovery Clause (ECRC) and the Purchased Gas Recovery Clause (PGRC) are designed to recover the costs incurred by these purchase commitments.

The City engages in the wholesale power markets on a short-term and long-term basis to buy or sell power when market prices are more economical than native generation. The City participates daily in the power markets for short-term opportunities to deliver the lowest cost power to our customers. The City continuously evaluates long-term purchase or sales offers through our internal planning process. The City has two Purchased Power Agreements (PPA) for solar energy. The first 20 MW of solar started in the fall of 2017 and the second 40 MW solar contract started in December of 2019. Each of these contracts are for 20 years with option clauses to either purchase or extend their terms. These contracts are managed and monitored by the City’s Energy Services Department and Electric Utility. The following is a schedule, by years, of approximate minimum future purchase commitments on long-term purchase contracts as of September 30, 2024 (in thousands):

Years ending September 30,	Gas Contracts	Energy Contracts (including Solar PPA)	Total
2025	$ 49,132	$ 5,381	$ 54,513
2026	53,492	5,593	59,085
2027	56,843	5,813	62,656
2028	55,901	6,068	61,969
2029	55,825	6,307	62,132
Thereafter	1,488,938	60,402	1,549,340
Total	$ 1,760,131	$ 89,564	$ 1,849,695

Note V - Other Information (Continued)

F. Pension Plan Obligations

The City of Tallahassee sponsors and administers two pension plans, established by Chapter 14 of the City Code of Ordinances. There is one defined benefit plan and one defined contribution plan comprised of the following:

Name	Type
General Employees Group (Article II)	Cost-sharing multiple-employer, defined benefit
Police Officers Group (Article III)	Single-employer, defined benefit
Firefighters Group (Article IV)	Single-employer, defined benefit
Matched Annuity Pension Plan (Article V)	Multiple-employer, defined contribution

The plans are administered by the City of Tallahassee Treasurer-Clerk's Office, under guidance from the plans' Board of Trustees, which is composed of the members of the City Commission and one City police officer or firefighter. The City police officer or firefighter is elected by a majority of the police officers and firefighters who are members of the plans. The City's general employee defined benefit provision and defined contribution provision is also provided for the employees of Blueprint Intergovernmental Agency (Blueprint), the Capital Region Transportation Planning Agency (CRTPA) and the Consolidated Dispatch Agency (CDA). Blueprint is a jointly governed organization, while CRTPA and CDA are both joint ventures. The defined benefit provision for police officers and firefighters is provided only for City employees. All accumulated plan assets of the defined benefit plan are available to pay any benefit to any plan member or beneficiary.

The aggregate amount of net pension assets, liabilities, related deferred inflows and outflows of resources, and pension expense for the City's defined benefit pension plan are summarized as follows:

Plan Obligations and Expenses (in thousands):	General Employees - City	Police Officers	Firefighters	Total Primary Government	Component Unit
Net Pension Liability/ (Asset)	$ 114,717	$ 65,816	$ 50,852	$ 231,385	$ 72
Pension Related Deferred Outflows	82,762	27,637	20,045	130,444	74
Pension Related Deferred Inflows	(4,424)	(5,523)	(5,351)	(15,298)	(5)
Pension Expense	$ 36,839	$ 12,198	$ 8,667	$ 57,704	$ 21

The 2024 membership statistical information is as follows:

	General Employees - City	Police Officers	Firefighters	Total
Retirees and beneficiaries of deceased retirees currently receiving benefits	1,983	329	261	2,573
Terminated employees entitled to benefits but not yet receiving benefits	273	36	10	319
Active Employees	1,966	343	261	2,570

The defined benefit and defined contribution provisions are reported separately in the financial statements. The City of Tallahassee does not issue a stand-alone financial report for the Plan. The provisions of the Plan are "qualified" under the Internal Revenue Service Code and employee contributions are tax deferred.

1. Defined Benefit Provision

The Plan is established for all three programs in Chapter 14 of the City Code of Ordinances, through Parts A, B, C and D in Article II for general employees with Parts A, B and C closed to new participants. Effective April 1, 2013, the City Commission approved changes to the City's General Employees' Pension Plan creating Part D participants. Part D provides coverage to all new employees hired after that date. For police officers and firefighters, Article III

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

and IV, respectively, Parts A and B are closed to new participants while Parts C and D provide coverage to all new employees. All members of the Plan are covered by one of these parts depending upon employment date. These parts provide a detailed description of the various defined benefit provisions. These provisions include the types of employees covered, benefit provisions, employee eligibility requirements for normal, early and/or vested retirements, and the related benefits of these retirements, pre-retirement death benefits, and provisions for disability retirements. There are also post retirement cost-of-living adjustments (COLA) and health care supplements.

	General Employees		Police Officers		Firefighters	
	Part C-Employees hired prior to April 1, 2013	Part D-Employees hired after April 1, 2013	Part C-Employees hired prior to October 1, 2021	Part D-Employees hired after October 1, 2021	Part C-Employees hired prior to October 1, 2017	Part D-Employees hired after October 1, 2017
Normal Retirement Benefits:						
Age	62 (or 30 years of Credited Service, regardless of age)	65 (or 33 years of Credited Service, regardless of age)	55 (or 25 years of Credited Service, regardless of age)	55 (or 25 years of Credited Service, regardless of age)	55 (or 25 years of Credited Service, regardless of age)	55 (or 25 years of Credited Service, regardless of age)
Years of Credited Service (minimum)	5	5	5	10	5	10
Average Final Compensation (AFC)	Higher of: 1) final 3 yrs; 2) any consecutive 3 yrs - 1/1987 to 12/2005, escalated by 3%; or 3) any consecutive 3 yrs during 1/1987 to the date of retirement.	Average of the highest consecutive 5 years of Credited Service	Higher of: 1) final 3 yrs; 2) any consecutive 3 yrs - 1/1987 to 12/2005, escalated by 3%; or 3) any consecutive 3 yrs during 1/1987 to the date of retirement.	Average of the highest consecutive 5 years of Credited Service	Higher of: 1) final 3 yrs; 2) any consecutive 3 yrs - 1/1987 to 12/2005, escalated by 3%; or 3) any consecutive 3 yrs during 1/1987 to the date of retirement.	Average of the highest consecutive 5 years of Credited Service
Benefit calculation	2.25% x AFC x Years of Credited Service, 3% for each year of pension participation as an Elected Official, and 2% for each year of purchased military and other public service	2.25% x AFC x Years of Credited Service, 3% for each year of pension participation as an Elected Official, and 2% for each year of purhased military and other public service	AFC x 2% - Purchased military or other public service, 3% - first 20 yrs of Credited Service, and 4% - after 20 yrs of Credited Service (up to an add'l 5 yrs and 3 mths)	AFC x 2% - Purchased military or other public service, and 3% - each year of Credited Service	AFC x 2% - Purchased military or other public service, 3% - first 20 yrs of Credited Service, and 4% - after 20 yrs of Credited Service (up to an add'l 5 yrs and 3 mths)	AFC x 2% per year of purchased military and out-of-city public service, and 3% per year of Credited Service
Maximum Benefit	81% of AFC	81% of AFC	81% of AFC	81 % of AFC	81% of AFC	81% of AFC
COLA	3% increase in benefits each 10/1 starting at the later of normal retirement date, or age 55 (under age and service eligibility); or age 50 (under service eligibility)	3% increase in benefits each 10/1 starting at the later of normal retirement date or age 65	3% increase in benefits each 10/1 starting between age 52 and 62 depending on pension entry date.	3% increase in benefits each 10/1 starting between age 52 and 62 depending on pension entry date.	3% increase in benefits each 10/1 starting between age 52 and 62 depending on pension entry date.	3% increase in benefits each 10/1 starting at the later of normal retirement date or age 62

Note V - Other Information (Continued)
F. Pension Plan Obligations (Continued)

	General Employees	Police Officers and Firefighters	
Early Retirement	If a member is retiring under the age and service eligibility, Normal Retirement Benefit is reduced by 4.8% per year for each year by which the Early Retirement date precedes the Normal Retirement date. If a member is retiring under the service eligibility, the Normal Retirement Benefit is reduced by 5% per year for each year by which the Early Retirement date precedes the Normal Retirement date.	Eligibility occurs at age 50 and 5 years of Credited Service or after completion of 20 years of Credited Service. If the member is retiring after attainment of age 50 and 5 years of Credited Service eligibility, the normal benefit is reduced by 3.0% per year for each year by which the Early Retirement date precedes the Normal Retirement date for Firefighters and Part C Police Officers. For Part D Police Officers, the benefit is reduced by 6.0%. If the member is retiring after attainment of 20 years of Credited Service, the Normal Retirement Benefit is reduced by 6.8% per year for each year by which the Early Retirement date precedes the 25 years of service attainment date for Firefighters and Part D Police Officers. For Part C Police Officers, the benefit is reduced by 7.2%.	
Disability	Five years of Credited Service for non-service connected disability. Immediate eligibility for service connected disability. Benefit: The greater of 1) the member's accrued benefit to date of disability; and 2) the member's benefit with service projected to normal retirement date not to exceed 50% of AFC in effect on the date of disability.	Two years of Credited Service for non-service connected disability. Immediate eligibility for service connected disability. Benefit: The greater of 1) the member's accrued benefit to date of disability; or 2) the member's benefit with service projected to normal retirement date not to exceed 50% of AFC in effect on the date of disability.	
Contribution Rates - actuarially determined for the year ended September 30, 2024			
City	21.50%	38.88%	39.31%
Employee	5.00%	10.99%	Part C - 18.69%
			Part D - 16.69%

Net Pension Liability - The total pension liability was determined by an actuarial valuation as of October 1, 2022, using a measurement date of September 30, 2024. The net pension liability was also determined using a measurement date of September 30, 2024. The components of the net pension liability of the participating employers in the general employees, police officers and firefighters plans as of September 30, 2024 were as follows (in thousands):

	General Employees	Police Officers	Firefighters
Total pension liability	$ 1,550,808	$ 485,538	$ 330,240
Plan fiduciary net position	1,546,757	451,572	302,469
Net pension asset/liability	4,051	33,966	27,771
Plan fiduciary net position as a % of total pension liability	99.74%	93.00%	91.59%
City's proportion of the net pension asset/liability	94.16%	100.00%	100.00%

The City's Proportionate share of the General Employees' Pension Plan is based on the covered payroll and it decreased from 94.76% in 2023 to 94.16% in 2024.

The total pension liability was determined by an actuarial valuation as of October 1, 2022, using the following significant actuarial assumptions applied to all periods included in the measurement: The actuarially determined contribution rates are calculated as of October 1 which is two years prior to the end of the fiscal year in which contributions are reported. The actuarially determined contribution is projected to the contribution year using conventional actuarial projection methods.

Note V - Other Information (Continued)
F. Pension Plan Obligations (Continued)

The assumptions used in determining the total pension liability are as follows:

	General Employees	Police Officers	Firefighters
Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
Actuarial Cost Method	Entry age, normal	Entry age, normal	Entry age, normal
Amortization Method	Level percentage, closed	Level percentage, closed	Level percentage, closed
Remaining Amortization Period	26 years	26 years	26 years
Asset Valuation Method	20% of the difference between expected actuarial value and fair value is recognized annually with a 20% corridor around fair value	20% of the difference between expected actuarial value and fair value is recognized annually with a 20% corridor around fair value	20% of the difference between expected actuarial value and fair value is recognized annually with a 20% corridor around fair value
Inflation rate	2.50%	2.50%	2.50%
Salary Increase	A range of 2.95 to 5.0% based on years of service	A range of 4.5 to 6.4% based on years of service	A range of 4.4 to 5.75% based on years of service
Investment rate of return	7.25%	7.25%	7.25%
Mortality Rate:	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial valuation of the Florida Retirement System (FRS) for Regular (other than K-12 School Instructional Personnel) members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthly lives to all future years after 2010 using Scale MP-2018.	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial valuation of the Florida Retirement System (FRS) for Special Risk members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthly lives to all future years after 2010 using Scale MP-2018.	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial valuation of the Florida Retirement System (FRS) for Special Risk members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthly lives to all future years after 2010 using Scale MP-2018.
Experience Study	The last experience study was prepared on June 24, 2016. Assumption changes resulting from this experience study were implemented for the fiscal year ending September 30, 2017.	The last experience study was prepared on June 24, 2016. Assumption changes resulting from this experience study were implemented for the fiscal year ending September 30, 2017.	The last experience study was prepared on June 24, 2016. Assumption changes resulting from this experience study were implemented for the fiscal year ending September 30, 2017.

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

Changes in the Net Pension Liability - The Plan is presenting net pension liability for the year ended September 30, 2024 based on the September 30, 2023 measurement date as follows (in thousands):

General Employees Pension Plan (including Component Unit) - Increase(Decrease)

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at September 30, 2023	$ 1,363,214	$ 1,277,244	$ 85,970
Change in Allocation Percentage	(1,433)	(1,348)	(85)
Service Cost	17,673	-	17,673
Interest	99,290	-	99,290
Assumption Changes	24,334	-	24,334
Employer Contributions	-	25,706	(25,706)
Employee Contributions	-	6,552	(6,552)
Net Investment Income	-	80,837	(80,837)
Benefit Payments	(74,774)	(74,774)	-
Refunds	(599)	(599)	-
Administrative Expense	-	(702)	702
Net Changes	64,491	35,672	28,819
Balances at September 30, 2024	$ 1,427,705	$ 1,312,916	$ 114,789

Police Officers Pension Plan - Increase(Decrease)

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at September 30, 2023	$ 445,247	$ 390,916	$ 54,331
Service Cost	7,338	-	7,338
Interest	32,591	-	32,591
Assumption Changes	8,180	-	8,180
Employer Contributions	-	9,452	(9,452)
Employee Contributions	-	2,996	(2,996)
Net Investment Income	-	24,389	(24,389)
Benefit Payments	(24,123)	(24,123)	-
Refunds	(210)	(210)	-
Administrative Expense	-	(213)	213
Net Changes	23,776	12,291	11,485
Balances at September 30, 2024	$ 469,023	$ 403,207	$ 65,816

Firefighters Pension Plan - Increase(Decrease)

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at September 30, 2023	$ 306,087	$ 261,596	$ 44,491
Service Cost	4,995	-	4,995
Interest	22,354	-	22,354
Assumption Changes	5,458	-	5,458
Employer Contributions	-	6,658	(6,658)
Employee Contributions	-	3,454	(3,454)
Net Investment Income	-	16,477	(16,477)
Benefit Payments	(17,901)	(17,901)	-
Refunds	(95)	(95)	-
Administrative Expense	-	(143)	143
Net Changes	14,811	8,450	6,361
Balances at September 30, 2024	$ 320,898	$ 270,046	$ 50,852

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

Investments - Plan assets are managed in accordance with the Pension Investment Policy. The table below presents the adopted asset allocation as of September 30, 2024.

Asset Class	Target Allocation Percentage	Long-Term Expected Real Rate of Return
Domestic Equity	35.5	8.1
International Equity	9.0	8.5
Emerging Markets Equity	4.0	10.2
Fixed Income	16.5	2.1
Real Estate	15.0	5.6
Private Equity	7.5	12.1
Private Credit	7.5	7.0
Timber	5.0	4.9
Total	100.0	

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

The Plan's investments are managed by various investment managers under contract with the Boards who have discretionary authority of the assets managed by them and within the Plan's investment guidelines as established by the Board. The investments are held in trust by the Plan's custodian in the Plan's name. The City of Tallahassee Sinking Fund Commission is responsible for making investment policy changes. These assets are held exclusively for the purpose of providing benefits to members of the Plan and their beneficiaries.

For the year ended September 30, 2024, the annual money-weighted rate of return on the General Employees, Police Officers, and Firefighters pension plan investments, net of investment expense, was 15.4%. The money-weighted rate of return takes into account cash flows into and from the various investments of the Plan.

The long-term expected arithmetic rate of return on pension plan investment is based upon an asset allocation study that was conducted for the Plan by its investment consultant toward the end of fiscal year 2022. The study was prepared by the Pension Plan's investment consultant, and went through numerous iterations before a final asset allocation was established. The study looked at expected rates of return for twenty-one (21) different asset classes, as well as examining expected standard deviations and correlations among these various asset classes.

Discount Rates – The discount rates used to measure the total pension liability of the Plan are indicated below. This single discount rate was based on the expected rate of return on pension plan investments of 7.25%. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between the total actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments (7.25%) was applied to all periods of projected benefits payments to determine the total pension liability.

The discount rates as of September 30, 2024 were reduced by .15% from 2023 to 7.25%.

General Employees	Police Officers	Firefighters
7.25%	7.25%	7.25%

The following presents the Plan's net pension liability, calculated using a single discount rate of 7.25%, as well as what the plan's net pension liability would be if it were calculated using a single discount rate that is 1-percentage point lower or 1-percentage point higher:

Sensitivity of the Net Pension (Asset) Liability to the Single Discount Rate Assumption (in thousands)

	1% Decrease 6.25%	Current Single Discount Rate 7.25%	1% Increase 8.25%
Primary Government-General Plan	$ 296,366	$ 114,717	$ (35,211)
Primary Government-Police Plan	127,028	65,816	15,463
Primary Government-Fire Plan	91,594	50,852	17,196
Primary Government-Component Unit	186	72	(22)

Pension Expense and Deferred Outflows (Inflows) of Resources Related to Pensions - In accordance with GASB 68, paragraphs 54 and 71, changes in the net pension liability are recognized as pension expense in the current measurement period, except as shown below. For each of the following, a portion is recognized in pension expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using a systematic and rational method over a closed period, as defined below:

- Differences between expected and actual experience with regard to economic and demographic factors which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

- Changes of assumptions or other inputs which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Changes in proportion and differences between contributions and proportionate share of contributions which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Differences between expected and actual earnings on pension plan investments are amortized over five years.

General Employees – Plan - For the year ended September 30, 2024, the general employees pension plan recognized pension expense of $38,637,000 for the plan. At September 30, 2024, the plan reported deferred outflows of resources and deferred inflows of resources related to the general employee pension plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows of Resources
Differences between expected and actual experience	$ 7,060	$ (312)	$ 6,748
Assumption changes	20,942	(4,076)	16,866
Change in Net Pension Liability due to Change in Cost-Sharing Allocation Percentages	470	(470)	-
Net difference between projected and actual earnings on pension plan investments	32,028	-	32,028
Contributions after measurement date	26,938	-	26,938
Total	$ 87,438	$ (4,858)	$ 82,580

Deferred outflows of resources related to the general employee pension plan of $26,938,000 resulting from City contributions to the plan paid subsequent to the measurement date and prior to the City's reporting period will be recognized as a reduction of net pension liability in the fiscal year ended September 30, 2025. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in future pension expense, as follows:

Year Ending September 30,	Net Amount (in thousands)
2025	$ 2,089
2026	(56)
2027	46,246
2028	7,363
Total	$ 55,642

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

General Employees – City – For the year ended September 30, 2024, the City recognized pension expenses of $36,574,000 for its proportionate share of the general employees pension plan. At September 30, 2024, the City and it's component unit reported deferred outflows of resources and deferred inflows of resources related to the general employee pension plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows of Resources
Difference between expected and actual experience	$ 6,697	$ (294)	$ 6,403
Assumption changes	19,847	(3,864)	15,983
Net difference between projected and actual experience on pension investments	30,393	-	30,393
Change in Net Pension Liability due to change in cost sharing allocation percentage	130	(271)	(141)
Contributions after measurement date	25,769	-	25,769
Total	$ 82,836	$ (4,429)	$ 78,407

Deferred outflows of resources related to the general employee pension plan of $25,769,000, resulting from City contributions to the plan paid subsequent to the measurement date and prior to the City's reporting period, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the plan pension expense will be recognized in future pension expenses as follows:

Year Ending September 30,	Net Amount (in thousands)
2025	$ 1,855
2026	(17)
2027	43,840
2028	6,960
Total	$ 52,638

Police officers - For the year ended September 30, 2024, the police officers pension plan recognized pension expense of $12,198,000. At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to the police officers employee pension plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows of Resources
Differences between expected and actual experience	$ 866	$ -	$ 866
Net difference between projected and actual earnings on pension plan investments	10,154	-	10,154
Assumption Changes	6,970	(5,523)	1,447
Contributions after measurement date	9,647	-	9,647
Total	$ 27,637	$ (5,523)	$ 22,114

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

Deferred outflows of resources related to the police officers pension plan of $9,647,000, resulting from City contributions to the plan paid subsequent to the measurement date and prior to the City's fiscal year, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the plan pension expense will be recognized in future pension expenses, as follows:

Year Ending September 30,	Net Amount (in thousands)
2025	$ (570)
2026	(1,931)
2027	12,292
2028	2,361
2029	315
Total	$ 12,467

Firefighters - For the year ended September 30, 2024, the firefighters pension plan recognized pension expense of $8,667,000. At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to the firefighters pension plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows of Resources
Differences between expected and actual experience	$ 1,175	$ (505)	$ 670
Net difference between projected and actual earnings on pension plan investments	6,377	-	6,377
Assumption Changes	5,914	(4,846)	1,068
Contributions after measurement date	6,579	-	6,579
Total	$ 20,045	$ (5,351)	$ 14,694

Deferred outflows of resources related to the firefighters pension plan of $6,579,000, resulting from City contributions to the plan paid subsequent to the measurement date and prior to the City's reporting period, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the plan pension expense will be recognized in future pension expenses, as follows:

Year Ending September 30,	Net Amount (in thousands)
2025	$ 274
2026	(1,661)
2027	6,894
2028	1,415
2029	853
Thereafter	340
Total	$ 8,115

2. Defined Contribution Provision

All employees (general, firefighters, and police officers) may elect to contribute a portion of their salary to the Plan. General employees, firefighters and police officers can contribute up to but not to exceed the maximum amount allowed by the Internal Revenue Service. Each employer contributes 5% to each general employee's Matched Annuity Plan (MAP) account. Upon reaching normal retirement age or retiring under the Plan, a participant shall be paid

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

his and the City's contributions, together with accrued earnings. If a general employee uses the contributions and accrued earnings to receive an annuitized payment stream, the Plan will increase the amount of funds (only on the employer's 5%, employee flex matched contribution and employees' contribution up to the 5%) used by the participant by a factor of 50%. Employee contributions (including the City's 5% contribution to each general employee's MAP account) plus accrued earnings thereon are 100% refundable if the employee elects to terminate his vesting rights or is not vested at the date of employment termination. For the year ended September 30, 2024, the contributions and forfeitures to the MAP account totaled $1,244,965 and $182,310 respectively.

3. Statement of Plan Net Position as of September 30, 2024

	Pension Trust	Matched Annuity Pension Plan
Assets		
Cash and Cash Equivalents	$ 14,953	$ 13
Receivables		
Other Receivables	-	24
Accrued Interest	6,080	-
Total Receivables	6,080	24
Investments, at Fair Value		
Mutual Index Funds	-	190,517
Private Equities	270,111	-
Fixed Income Securities	378,330	-
Domestic Equities	870,000	-
International Equities	206,427	-
Private Credit Funds	153,174	-
Alternative Investments	282,997	-
Timber	117,818	-
Total Investments	2,278,857	190,517
Securities Lending Collateral	65,504	-
Total Assets	$ 2,365,394	$ 190,554
Liabilities and Net Position		
Liabilities		
Obligations Under Securities Lending	65,504	-
Total Liabilities	$ 65,504	$ -
Net Position		
Net Position Restricted for Pensions	2,299,890	190,554
Total Liabilities and Net Position	$ 2,365,394	$ 190,554

Note V - Other Information (Continued)
F. Pension Plan Obligations (Continued)

4. Statement of Changes in Plan Net Position for the Ended September 30, 2024

	Pension Trust	Matched Annuity Pension Plan
Additions		
Contributions		
Employer	$ 43,165	$ 1,110
Plan Members	14,090	-
Total Contributions	57,255	1,110
Investment (Loss)		
From Investment Activities		
Gain (Loss) on Sale of Investments	127,050	-
Change in Fair Value of Investments	146,990	40,190
Interest Income	25,842	4,573
Dividends	20,938	-
Total Investment (Loss)	320,820	44,763
Less Investment Expenses		
Investment Management Fees	6,695	-
Interest Expense	130	-
Net Income (Loss) from Investment Activities	313,995	44,763
From Securities Lending Activities		
Securities Lending Income	5,253	-
Less Securities Lending Expenses		
Investment Management Fees	5,003	-
Net Income (Loss) from Securities Lending Activities	250	-
Total Net Income (Loss) from Investment Activities	314,245	44,763
Total Additions	371,500	45,873
Deductions		
Benefits	126,825	10,294
Refunds of Contributions	1,443	-
Administrative Expense	1,204	-
Total Deductions	129,472	10,294
Change in Net Position	242,028	35,579
Net Position - October 1	2,057,862	154,975
Net Position - September 30	$ 2,299,890	$ 190,554

Note V - Other Information (Continued)

F. Pension Plan Obligations (Continued)

5. Supplemental Plans

The City of Tallahassee Supplemental Share Plans for Firefighters and Police Officers were created in 2000 by Sections 14-9.010 and 14-8.010, City Ordinances. Both Plans are defined contribution pension plan covering all full-time Firefighters and Police Officers of the City of Tallahassee. Participation in the Plans are required as a condition of employment. The Plans provide for additional and supplemental pension, death and disability benefits. In addition, the Plans are local law plans subject to provisions of Chapters 175 and 185 of the State of Florida Statutes.

The Plans are each governed by a five-member pension board. The Fire Supplemental Share Plan members include two Firefighters, two City residents and a fifth member elected by the other four members of the board. The Police Supplemental Share Plan members include two Police Officers, two City residents and a fifth member elected by the other four members of the board.

Contributions to the Plans are the Florida Excise Tax Rebate monies received from the State of Florida pursuant to Florida Statutes Chapters 175 and 185. Participants may not make voluntary contributions to the Plans. The total additions to each participant's account cannot exceed $55,000 or 100 percent of each participant's compensation.

Each participant's account is credited with an allocation of the Florida Excise Tax Rebate payment to and among those participants that are entitled on the first day of each plan year. The payments are allocated equally among the total shares of the participants with the number of shares allocated to each participant's account in accordance with the following schedule:

Years of credited service	Number of Shares
5 or more, but less than 10	1
10 or more, but less than 15	2
15 or more, but less than 20	3
20 or more, but less than 31	4
31 years or more	5

The Florida Excise Tax Rebate payment for each Plan is sent directly to the City of Tallahassee and is deposited into the City's bank account. Based on the total amount of shares to be distributed to each participant's account, the City transfers the money received to Empower, a third-party administrator who administers the investments for the Plans. A small portion of the money is held by the City and is included in the City's cash and investment pool that is available for use by the Plans' Board of Trustees for administrative and operational expenses. These Plans are not included in the City's financial statements. The Plans' financial statements are audited by Saltmarsh, Cleaveland & Gund and a copy of the statements can be obtained by contacting Saltmarshcpa.com.

G. Other Employee Benefits

1. Deferred Compensation

The City of Tallahassee offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

In December 1998, the City established a Trust Agreement where all assets and income of the City Deferred Compensation Plan are held in trust for the exclusive benefit of City employees, in accordance with Internal Revenue Code Sections 457 (b) and (g). Thus, plan assets are no longer subject to the claims of the City's general creditors.

2. Flexible Benefits

The City has implemented a "Cafeteria" Plan created in accordance with Internal Revenue Code Section 125. The plan provides employees with an opportunity to select benefits from a menu of options, many of which are offered on a pre-tax basis.

Note V - Other Information (Continued)

H. Other Post Employment Benefits (OPEB) (Continued)

H. Other Post Employment Benefits (OPEB)

1. OPEB Plan Description

The City administers a cost sharing multi-employer, defined benefit other post employment benefits plan, The City of Tallahassee Retiree Medical Insurance Plan (OPEB Plan). The OPEB Plan provides health insurance and prescription drug coverage for eligible retirees and their eligible dependents through the City's health insurance program, which covers both active and retired employees. Pursuant to Section 112.0801, Florida Statutes, the City is required to permit participation in the health insurance program by retirees and their eligible dependents at a cost to the retiree that is no greater than the cost at which coverage is available for active employees. In addition, the City's program has elected to provide a partial subsidy to its retirees to offset the cost of such health insurance. The City does not issue a stand-alone financial report on the OPEB Plan.

The OPEB Plan is established by City Commission Policy 150. To aid in the administration of the OPEB Plan, the City of Tallahassee created the Retiree Medical Trust (RMI Trust) in January 2010, the provisions of which are in Article VII of Chapter 2 of the City Code of Ordinances. The plan provides health insurance and prescription drug coverage for eligible retirees and their eligible dependents through the City's health insurance program, which covers both active and retired employees.

The OPEB Plan and the RMI Trust are administered by the City of Tallahassee Treasurer-Clerk's Office, under guidance from the Plan's Board of Trustees, which is composed of the members of the City Commission and the chairperson of the general employees' pension advisory committee. The City of Tallahassee does not issue a stand-alone financial report for the RMI Trust. The OPEB plan is also provided for the employees of the Blueprint Intergovernmental Agency (Blueprint), a jointly governed organization, and the Capital Regional Transportation Planning Agency, a joint venture.

The aggregate amounts, reported by the City as of September 30, 2024, of net OPEB liabilities, related deferred inflows and outflows of resources, and OPEB expenses using a valuation date and measurement date of September 30, 2023 are summarized as follows:

OPEB Plan Obligations and Expenses	Primary Government	DIA (Component Unit)	Total (in thousands)
Net OPEB Liability	$ 62,572	$ 104	$ 62,676
OPEB Related Deferred Outflows	17,114	19	17,133
OPEB Related Deferred Inflows	(25,492)	(21)	(25,513)
OPEB Expenses	(14,621)	(8)	(14,629)

OPEB Plan membership at September 30, 2023 was as follows:

Inactive Members or Beneficiaries Currently Receiving Benefits	1,353
Active Members	2,923
Total Members	4,276

Benefits - A member receives a reduced rate on the health insurance premium for the City's health insurance plan. All reduced rate premiums will be deducted from the retiree's pension benefit. If the health insurance premium exceeds the pension benefit amount, the member will pay the City for the difference. The following tables provide the amounts of the City's monthly retiree subsidy that reduces the member's health insurance premium, which were established by Resolution 11-R-04, effective January 1, 2011: capped as of this date. Therefore, no change is needed for the table below.

Note V - Other Information (Continued)

H. Other Post Employment Benefits (OPEB) (Continued)

Retiree with No Medicare Coverage	Monthly Subsidy Amount
Individual	$ 174.88
Two-Party	315.71
Three or More	443.22

Retiree with Medicare CHP* Coverage	Monthly Subsidy Amount
Individual	$ 37.78
Two-Party(Both Medicare)	71.74
Two-Party (One Medicare)	183.40
Family (One or two Medicare)	298.82

Retiree with Medicare BCBS** Coverage	Monthly Subsidy Amount
Individual	$ 159.78
Two-Party(Both Medicare)	336.07
Two-Party (One Medicare)	336.07
Family (One or two Medicare)	463.39

* Capital Health Plan **Blue Cross/Blue Shield

Eligibility - A member may continue on the City's health insurance plan upon retirement if the member is drawing a pension for Normal Retirement, Early Retirement or Disability Retirement. The retiree may continue to cover any qualified dependents that were on the City's health insurance plan at the time of retirement. If the retiree's spouse or domestic partner is an active permanent City employee, the member may choose to be covered under the spouse's or domestic partner's insurance coverage. When the spouse or domestic partner retires and begins to draw a pension, both individuals will be covered as retirees under the City's health insurance policy.

A member who is a Deferred Retiree (eligible to retire upon termination but chooses to defer the commencement of a pension benefit) may choose to remain on the City's health insurance plan and pay the unreduced health insurance premium until the commencement of a pension benefit. A Deferred Retiree may also choose to terminate health insurance coverage and be allowed to rejoin the City's health insurance plan upon commencement of a pension benefit and pay the reduced health insurance premium if they are able to prove they maintained continuous health insurance coverage during the period between terminating from the City's health insurance plan and when they rejoined the City's health insurance plan.

A Long-Term Vested Participant (10 years or more service time in the City's pension plan, but not yet eligible to receive a pension benefit) may choose to remain on the City's health insurance plan at their expense. The Participant will be required to pay the unreduced health insurance premium cost until the Participant retires. If the Participant chooses to terminate the City's health insurance coverage, the Participant will no longer be eligible to participate in the OPEB Plan.

A surviving spouse of a deceased retiree may continue or join the City's health insurance plan only if the deceased retiree was enrolled in the City's health insurance plan at the time of death. The surviving spouse may join the OPEB Plan without being subject to the evidence of insurability requirements. The surviving spouse may cover any qualified dependents.

2. OPEB Plan Investments

Due to its small size, there is not a separate investment policy specifically for the assets of the RMI Trust. Chapter 2 of the Municipal Code provides that the RMI Trust invests in instruments similar to those invested in by the City's Pension Fund. There were no significant changes to the investment of the RMI Trust assets during Fiscal Year 2024. Investments in various index funds are each more than 5% of the RMI Trust's position.

Note V - Other Information (Continued)

H. Other Post Employment Benefits (OPEB) (Continued)

3. Net OPEB Liability

Changes in the Net OPEB Liability - The Plan is presenting the net OPEB liability for the year ended September 30, 2024 based on the September 30, 2023 measurement date as follows (in thousands):

	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability (a) - (b)
Balances at September 30, 2023	$ 73,415	$ 11,041	$ 62,374
Changes for the year:			
Change in Allocation Percentages	(89)	(14)	(75)
Service Cost	1,474	-	1,474
Interest	3,254	-	3,254
Differences between Expected and Actual Experiences	4,419		4,419
Assumption Changes	(1,885)	-	(1,885)
Employer Contributions to the Trust Fund	-	2,363	(2,363)
Employer Contributions not deposited in Trust Fund	-	2,860	(2,860)
Net Investment Income	-	1,662	(1,662)
Benefit Payments	(4,952)	(2,092)	(2,860)
Benefit Payments not reimbursed by Trust Fund	-	(2,860)	2,860
Net Changes	2,221	1,919	302
Balances at September 30, 2024	$ 75,636	$ 12,960	$ 62,676

Note V - Other Information (Continued)

H. Other Post Employment Benefits (OPEB) (Continued)

The total OPEB liability and contribution rates were determined by an actuarial valuation as of September 30, 2022. The total OPEB liability was rolled forward one year. The significant assumptions used were as follows:

Actuarial Cost Method	Entry Age Normal
Normal Inflation	2.50%.
Discount Rate	4.73%, the resulting Single Discount Rate based on the expected rate of return on OPEB Plan investments as of September 30, 2023 at 7.25% and the long term municipal bond rate as of September 30, 2023 at 4.63%.
Salary Increases	2.95% to 6.40%, including inflation; varies by plan type and years of service.
Retirement Age	Experience based table of rates that are specific to the plan and type of eligibility condition.
Mortality	Mortality tables used in the July 1, 2022 actuarial valuation of the Florida Retirement System (FRS). They are based on the results of a statewide experience study covering the period 2013 through 2018. These rates were taken from adjusted Pub-2010 mortality tables publied by SOA with generational mortality improvements using Scale MP-2018.
Healthcare Cost Trend Rates	Based on the Getzen Model, with trend starting at 5.90% for 2024 (based on actual premium increases), followed by 6.00% for 2025, and then gradually decreasing to an ultimate trend rate of 4.00%.
Aging factors to Death Expenses	Based on the 2013 SOA Study “Health Care Costs - From Birth to Death”
Expenses	Investment returns are net of the investment expenses; and, administrative expenses are included in the per capita health costs.
Notes	The following assumption changes have been reflected in the schedule of Changes in the Total OPEB Liability for the measurement period ending September 30, 2023: The Single Discount Rate was changed from 4.50% to 4.73%. There were no benefit changes during the year.

Sensitivity of Net OPEB Liability to changes in the Single Discount Rate –The following presents the plan’s net OPEB liability, calculated using a Single Discount Rate of 4.73%, as well as what the plan’s net OPEB liability would be if it were calculated using a Single Discount Rate that is one percent lower or one percent higher (in thousands):

	1% Decrease 3.73%	Current Single Discount Rate Assumption 4.73%	1% Increase 5.73%
Primary Government	$ 70,750	$ 62,572	$ 55,646
Primary Government - Component Unit	118	104	92
Total	$ 70,868	$ 62,676	$ 55,738

Note V - Other Information (Continued)
H. Other Post Employment Benefits (OPEB) (Continued)

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates - The following presents the plan's net OPEB liability, calculated using the assumed trend rates as well as what the plan's net OPEB liability would be if it were calculated using a trend rate that is one percent lower or one percent higher (in thousands):

	1% Decrease	Current Healthcare Cost Trend Rate Assumption	1% Increase
Primary Government	$ 57,197	$ 62,572	$ 68,970
Primary Government - Component Unit	95	104	115
Total	$ 57,292	$ 62,676	$ 69,085

OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB – In accordance with GASB 75, changes in the net OPEB liability are recognized as OPEB expense in the current measurement period, except as shown below. For each of the following, a portion is recognized in OPEB expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using a systematic and rational method over a closed period, as defined below:

- Differences between expected and actual experience with regard to economic and demographic factors which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive.
- Changes of assumptions or other inputs which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive.
- Changes in proportion and differences between contributions and proportionate share of contributions which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive.
- Differences between expected and actual earnings on OPEB plan investments are amortized over five years.

Based on a valuation date of September 30, 2022 and a measurement date of September 30, 2023, the City recognized OPEB expenses of ($14,629) for the year ended September 30, 2024. At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to the OPEB plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows of Resources
Differences between expected and actual experience	$ 3,830	$ (4,062)	$ (232)
Assumption Changes	6,798	(19,543)	(12,745)
Net difference between projected and actual earnings on pension plan investments	1,907	(1,618)	289
Change in Net OPEB liability due to Change in Cost-Sharing Allocation Percentage	10	(290)	(280)
Contributions after measurement date	4,588	-	4,588
	$ 17,133	$ (25,513)	$ (8,380)

Note V - Other Information (Continued)
H. Other Post Employment Benefits (OPEB) (Continued)

Deferred outflows of resources related to the plan of $4,588,000, resulting from City contributions to the plan paid subsequent to the measurement date and prior to the City's fiscal year, will be recognized as a reduction of the net OPEB liability in the fiscal year ended September 30, 2024. Other amounts reported as OPEB related deferred outflows and inflows of resources will be recognized in future OPEB expense, as follows:

Year ending September 30,	Net Amount
2025	$ (2,908)
2026	(2,222)
2027	(3,342)
2028	(2,097)
2029	(2,137)
Thereafter	(262)
Total	$ (12,968)

4. Funding Policy

The contribution requirements of OPEB Plan members and the City are established and may be amended by the City Commission. These contributions are neither mandated nor guaranteed. The City has retained the right to unilaterally modify its payment for retiree health care benefits. Effective October 1, 2010, the City implemented a "cap" on employer contributions for retirees. Accordingly, the City's subsidy was frozen at the 2010 levels, and retirees must absorb all future premium rate increases.

5. Statement of Plan Net Position as of September 30, 2024

	OPEB Trust
Assets	
Cash and Cash Equivalents	$ 1,163
Receivables	
Accrued Interest	6
Investments, at Fair Value	
Domestic Equities	16,409
Securities Lending Collateral	190
Total Assets	$ 17,768
Liabilities and Net Position	
Liabilities	
Obligations Under Securities Lending	$ 190
Total Liabilities	190
Net Position	
Net Position Restricted for OPEB	17,578
Total Liabilities and Net Position	$ 17,768

Note V - Other Information (Continued)

H. Other Post Employment Benefits (OPEB) (Continued)

6. Statement of Changes in Plan Net Position for the Year Ended September 30, 2024

	OPEB Trust
Additions	
Contributions	
Employer	$ 2,538
Total Contributions	2,538
Investment Loss From Investment Activities	
Gain (Loss) on Sale of Investments	128
Change in Fair Value of Investments	3,463
Interest Income	361
Total Investment Loss	3,952
Less Investment Expenses	
Investment Management Fees	8
Net Income (Loss) from Investment Activities	3,944
Total Net Income (Loss) from Investment Activities	3,944
Total Additions	6,482
Deductions	
Benefits	2,064
Change in Net Position	4,418
Net Position - October 1	13,160
Net Position - September 30	$ 17,578

I. Derivative Instruments

The contracts are recorded at fair value on the Statement of Net Assets as they have been determined to qualify as derivative instruments under GASB Statement No. 53, "Accounting and Financial Reporting for Derivative Instruments". The fair value balances and notional amounts of derivative instruments, all of which are accounted for within the City's business-type activities, as of September 30, 2024, and the changes in fair value of such derivative instruments for the year then ended, are as follows (amounts in thousands):

	Changes in Fair Value		Fair Value at September 30, 2024		
	Classification	Amount	Classification	Amount	Notional
Cash Flow Hedges:					
Commodity Forward-Natural Gas	Deferred Outflows of Resources	$ 9,142	Derivative Instrument	$ (9,142)	17,217,840 MMBTUs

The fair values of the forward contracts are estimated based upon the nominal value of their estimated cash flows. For FY 2025 the City has hedged various volumes Over the Counter (OTC) with BP Energy Company and Conoco Phillips Company. Counterparty S&P credit ratings are as follows: BP Energy Company: A-, and Conoco Phillips Company: A-, as of September 30, 2024.

Note V - Other Information (Continued)

The following table displays the objectives and terms of the City's derivative instruments outstanding as of September 30, 2024.

Type	Objective	Effective	Maturity Date	Terms
Commodity Forward Contract	Stabilize cash flows due to market price volatility related to expected purchases of natural gas.	Various	Various: November 2024 - September 2025	Pay various prices per MMBTU; settlement based on the Henry Hub index price on the expiration date for natural gas contracts.

J. Related Party Transactions

Related party transactions during the year ended September 30, 2024 included the following:

The City paid the following contributions to the Consolidated Dispatch Agency (CDA):

1. $ 7,700,763 for operations.
2. $ 359,144 for Fire/EMS revenue.

The City charges fees for administrative services to the CDA, Blueprint, and the Capital Region Transportation Planning Agency (CRTPA). For the year ended September 30, 2024, the City charged fees of $1,668,835, $341,046, and $74,296, respectively.

As of September 30, 2024, the City was owed $142,962 by the CDA, $7,430,926 by Blueprint, $2,200 by CRTPA, and $750 from the Downtown Improvement Authority. The City in turn owed the CDA $1,331,727 and Blueprint $0.

The City and Blueprint Intergovernmental Agency entered an interlocal agreement whereby Blueprint would allocate a portion of their sales tax collections to the City for specific uses including parks and recreation operating costs, Starmetro enhancements, water quality, sidewalks, and airport growth and development. Blueprint paid the City $6,192,500 under this agreement in the fiscal year ended September 30, 2024. In addition, Blueprint Intergovernmental Agency paid the City $1,287,346 for the South Side Transit Center and $29,500 for the FAMU Way Playground.

CITY OF TALLAHASSEE

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Required Supplementary Information

This subsection contains the following:

- Budgetary Comparison Schedule - General Fund
- Note to Required Supplementary Information - Budgetary Comparison Schedule - General Fund
- Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - General Employees
- Schedule of Net Pension Liability by Employer - General Employees
- Schedule of Contributions - General Employees
- Notes to Schedule of Contributions - General Employees
- Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - Police Officers
- Schedule of Contributions - Police Officers
- Notes to Schedule of Contributions - Police Officers
- Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - Firefighters
- Schedule of Contributions - Firefighters
- Notes to Schedule of Contributions - Firefighters
- Schedule of Investment Returns - Pension Plans
- Schedule of Changes in the Net OPEB Liability and Related Ratios
- Schedule of the Net OPEB Liability
- Notes to Schedule of Net OPEB
- Liability Schedule of Contributions - OPEB
- Notes to Schedule of Contributions - OPEB
- Schedule of Investment Returns - OPEB

Required Supplementary Information
Budgetary Comparison Schedule
General Fund
For the Fiscal Year Ended September 30, 2024
(in thousands)
(Unaudited)

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance - October 1	$ 236	$ 236	$ 236	$ -
Resources				
Taxes	91,128	91,128	95,252	4,124
Licenses and Permits	2,215	2,215	2,741	526
Intergovernmental Revenues	30,668	30,668	24,678	(5,990)
Charges for Services	11,232	11,232	13,585	2,353
Fines and Forfeitures	628	628	624	(4)
Interest Earned	309	309	(379)	(688)
Miscellaneous	11,306	11,306	10,598	(708)
Transfers from Other Funds	53,970	53,970	54,197	227
Amounts Available for Appropriations	201,692	201,692	201,532	(160)
Charges to Appropriations				
General Government	28,492	28,044	27,143	901
Public Safety	77,023	72,704	65,971	6,733
Transportation	19,105	19,035	21,249	(2,214)
Human Services	9,613	8,678	9,324	(646)
Economic Development	(215)	114	115	(1)
Physical Environment	3,960	3,960	3,471	489
Culture and Recreation	25,433	25,409	26,422	(1,013)
Transfers to Other Funds	38,281	43,748	47,658	(3,910)
Total Charges to Appropriations	201,692	201,692	201,353	339
Budgetary Fund Balance - September 30	$ -	$ -	$ 179	$ 179

See Independent Auditors' Report

Note to Required Supplementary Information
General Fund
For the Fiscal Year Ended September 30, 2024
(in thousands)
(Unaudited)

Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues/Transfers In and Expenditures/Transfers Out

Inflows of Resources		
Actual amounts (budgetary basis) available for appropriation from the budgetary comparison schedule.	$	201,532
Differences - budget to GAAP		
The fund balance at the beginning of the year is a budgetary resource but is not a current year revenue for financial reporting purposes.		(236)
The revenues of the City's Deficiency Reserve and Scholarship Reserve are current year revenues for reporting purposes but are not considered budgetary inflows.		5,902
Current year nonbudgeted transfer is treated as revenue for financial reporting purposes but not as a budgetary inflow.		758
Miscellaneous items treated as budgetary inflows but not as revenues for financial reporting purposes.		(4,956)
Miscellaneous items treated as revenues for financial reporting purposes but not as budgetary inflows		9
Total Revenues and Other Financing Sources as reported on the statement of revenues, expenditures, and changes in fund balances.	$	203,009
Outflows of Resources		
Actual amounts (budgetary basis) total charges to appropriations from the budgetary comparison schedule.	$	201,353
Difference - budget to GAAP		
The expenditures of the City's Deficiency Reserve and Scholarship reserve are current year expenditures for reporting purposes but are not considered budgetary outflows.		2,513
Current year nonbudgeted transfer is treated as expense for financial reporting purposes but not as a budgetary outflow.		1,043
Miscellaneous items treated as budgetary outflows but not as expenditures for financial reporting purposes.		(5,289)
Miscellaneous items treated as expenditures for financial reporting purposes but not as budgetary outflows.		374
Total Expenditures and Other Financing Uses as reported on the statement of revenues, expenditures, and changes in fund balances.	$	199,994

See Independent Auditors' Report

Schedule of Changes in the Employer's Net Pension Liability and Related Ratios - General Employees Pension Plan
(Based on Measurement Periods Ending September 30, 2024)
For the Fiscal Year Ended September 30
(in thousands)
(Unaudited)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability										
Service Cost	$ 20,322	$ 18,650	$ 17,494	$ 17,607	$ 18,012	$ 16,845	$ 15,916	$ 15,008	$ 14,964	$ 14,592
Interest	107,667	104,781	100,846	99,733	96,509	92,484	86,053	78,568	74,426	71,570
Benefit Changes	-	-	-	-	(4,776)	-	118	-	-	-
Difference between actual & expected experience	-	11,463	-	(1,448)	9,403	43,132	11,976	17,064	-	(24,196)
Assumption Changes	-	25,685	-	(10,193)	-	19,989	14,262	54,077	-	-
Benefit Payments	(82,903)	(78,909)	(75,207)	(71,369)	(66,804)	(62,578)	(58,587)	(54,634)	(50,887)	(47,928)
Refunds	(937)	(632)	(814)	(637)	(578)	(485)	(262)	(269)	(312)	(241)
Net Change in Total Pension Liability	44,149	81,038	42,319	33,693	51,766	109,387	69,476	109,814	38,191	13,797
Total Pension Liability - Beginning	1,506,659	1,425,621	1,383,302	1,349,609	1,297,843	1,188,456	1,118,980	1,009,166	970,975	957,178
Total Pension Liability - Ending (a)	$ 1,550,808	$ 1,506,659	$ 1,425,621	$ 1,383,302	$ 1,349,609	$ 1,297,843	$ 1,188,456	$ 1,118,980	$ 1,009,166	$ 970,975
Plan Fiduciary Net Position										
Contributions - Employer	$ 26,938	$ 27,127	$ 27,127	$ 27,858	$ 26,693	$ 21,927	$ 18,801	$ 14,486	$ 14,591	$ 16,537
Contributions - Other	-	-	-	99	3	7	13	356	-	23
Contributions - Member	7,227	6,914	6,680	6,212	6,171	6,119	5,560	5,160	4,523	4,719
Net Investment Income	211,729	85,307	(75,650)	308,700	75,990	47,306	94,722	127,148	85,979	9,640
Benefits Payments	(82,903)	(78,909)	(75,207)	(71,369)	(66,804)	(62,578)	(58,587)	(54,634)	(50,887)	(47,928)
Refunds	(937)	(632)	(814)	(637)	(578)	(485)	(262)	(269)	(312)	(241)
Administrative Expense	(814)	(741)	(633)	(684)	(606)	(1,112)	(493)	(1,214)	(705)	(637)
Other - Reallocation of Prior Years' Investment Earnings	-	-	-	-	8,158	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	161,240	39,066	(118,497)	270,179	49,027	11,184	59,754	91,033	53,189	(17,887)
Plan Fiduciary Net Position - Beginning	1,385,517	1,346,451	1,464,948	1,194,769	1,145,742	1,134,558	1,074,804	983,771	930,582	948,469
Plan Fiduciary Net Position - Ending (b)	$ 1,546,757	$ 1,385,517	$ 1,346,451	$ 1,464,948	$ 1,194,769	$ 1,145,742	$ 1,134,558	$ 1,074,804	$ 983,771	$ 930,582
Net Pension Liability/(Asset) - Ending (a) - (b)	$ 4,051	$ 121,142	$ 79,170	$ (81,646)	$ 154,840	$ 152,101	$ 53,898	$ 44,176	$ 25,395	$ 40,393
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	99.74%	91.96%	94.45%	105.90%	88.53%	88.28%	95.46%	96.05%	97.48%	95.84%
Covered Payroll	$ 139,500	$ 132,953	$ 126,769	$ 111,180	$ 112,334	$ 106,445	$ 100,986	$ 110,835	$ 111,638	$ 108,866
Net Pension Liability/(Asset) as a Percentage of Covered Payroll	2.90%	91.12%	62.45%	(73.44%)	137.84%	142.89%	53.37%	39.86%	22.75%	37.10%

Schedule of Net Pension Liability by Employer - General Employees
(Based on Measurement Period Ending September 30, 2024)
(in thousands)
(Unaudited)

Fiscal year ending September 30, 2024	BPIA	CRTPA	CDA	City of Tallahassee	General Employees Total
Total Pension Liability - Beginning	$ 24,659	$ 5,734	$ 48,616	$ 1,427,650	$ 1,506,659
Total Pension Liability - Ending (a)	$ 28,225	$ 4,497	$ 57,845	$ 1,460,241	$ 1,550,808
Plan Fiduciary Net Position - Beginning	$ 22,676	$ 5,273	$ 44,707	$ 1,312,861	$ 1,385,517
Plan Fiduciary Net Position - Ending (b)	$ 28,151	$ 4,486	$ 57,694	$ 1,456,426	$ 1,546,757
Net Pension Liability - Ending (a) - (b)	$ 74	$ 11	$ 151	$ 3,815	$ 4,051
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	99.74%	99.76%	99.74%	99.74%	99.74%
Covered Payroll	$ 2,530	$ 404	$ 5,208	$ 131,358	$ 139,500
Net Pension Asset as a percentage of Covered Payroll	2.92%	2.72%	2.90%	2.90%	2.90%
Allocation Determination*					
Allocation Percentage Prior Year	1.64%	0.38%	3.22%	94.76%	100.00%
Allocation Percentage Current Year	1.82%	0.29%	3.73%	94.16%	100.00%

* The Total Pension Liability, the Plan Fiduciary Net Position, and the Net Pension Liability are allocated by department based on the covered payroll for each department.

See Independent Auditors' Report

Schedule of Contributions - General Employees
Last Ten Fiscal Years
(in thousands)
(Unaudited)

Fiscal Year Ending September 30,	Actuarially Determined Contribution	Actual Contribution*	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2015	$ 16,537	$ 16,537	$ -	$ 108,866	15.19%
2016	14,591	14,591	-	111,638	13.07
2017	14,486	14,486	-	110,835	13.07
2018	18,713	18,801	(88)	100,986	18.62
2019	21,927	21,927	-	106,445	20.60
2020	26,693	26,693	-	112,334	23.76
2021	27,858	27,858	-	111,180	25.06
2022	27,127	27,127	-	126,769	21.40
2023	27,127	27,127	-	132,953	20.40
2024	26,938	26,938	-	139,500	19.31

**The actual contributions are the same as contractually required contributions for participating cost-sharing employers.*

Notes to Schedule of Contributions - General Employees

Valuation Date: October 1, 2022

Measurement Date: September 30, 2024

Notes: Actuarially determined contribution rates are calculated as of October 1, 2022 for the fiscal year ended September 30, 2024.

Methods and Assumption Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percent of Pay (with 2.21% payroll growth assumption), Closed
Remaining Amortization Period	26 years
Asset Valuation Method	20% of the difference between expected actuarial value (based on assumed return) and market value is recognized each year with 20% corridor around market value.
Inflation	2.50%
Salary Increases	A range of 2.95% to 5.00%, depending on completed years of service, including inflation.
Investment Rate of Return	7.25%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition.
Mortality	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial Valuation of the Florida Retirement System (FRS) for Regular (other than K-12 School Instructional Personnel) members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthy lives to all future years after 2010 using Scale MP-2018.

Other Information:

Notes	See Discussion of Valuation Results in the October 1, 2022 Actuarial Valuation Report dated January 31, 2023.

See Independent Auditors' Report

Schedule of Changes in Employer's Net Pension Liability and Related Ratios
Police Officers
(Based on Measurement Period Ending September 30, 2024)
for the Fiscal Year Ended September 30
(in thousands)
(Unaudited)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability										
Service Cost	$ 8,688	$ 7,338	$ 7,304	$ 7,203	$ 7,178	$ 6,858	$ 6,777	$ 6,031	$ 5,573	$ 5,570
Interest	33,696	32,591	31,398	31,491	30,192	28,820	27,583	25,451	23,784	22,775
Benefit Changes	-	-	-	509	-	-	(5,904)	-	-	-
Difference between actual & expected experience	-	872	-	737	1,907	6,042	3,283	8,041	-	1,263
Assumption Changes	-	8,179	-	(12,726)	-	4,893	4,776	11,610	-	-
Benefit Payments	(25,772)	(24,123)	(22,478)	(21,347)	(19,873)	(18,729)	(17,606)	(16,699)	(15,737)	(14,684)
Refunds	(97)	(210)	(165)	(323)	(90)	(210)	(184)	(105)	(156)	(64)
Net Change in Total Pension Liability	16,515	24,647	16,059	5,544	19,314	27,674	18,725	34,329	13,464	14,860
Total Pension Liability - Beginning	469,023	444,376	428,317	422,773	403,459	375,785	357,060	322,731	309,267	294,407
Total Pension Liability - Ending (a)	$ 485,538	$ 469,023	$ 444,376	$ 428,317	$ 422,773	$ 403,459	$ 375,785	$ 357,060	$ 322,731	$ 309,267
Plan Fiduciary Net Position										
Contributions - Employer	$ 9,647	$ 9,452	$ 9,452	$ 9,456	$ 8,905	$ 8,304	$ 8,326	$ 6,996	$ 6,585	$ 5,940
Contributions - Non-Employer Contributing Entity	-	-	-	28	1	2	4	109	-	6
Contributions - Member	3,328	2,996	3,092	3,324	3,369	3,187	3,451	3,483	3,230	3,104
Net Investment Income	61,492	24,389	(21,609)	88,199	21,789	15,073	29,685	39,016	25,772	2,843
Benefits Payments	(25,772)	(24,123)	(22,478)	(21,347)	(19,873)	(18,729)	(17,606)	(16,699)	(15,737)	(14,684)
Refunds	(97)	(210)	(165)	(323)	(90)	(210)	(184)	(105)	(156)	(64)
Administrative Expense	(233)	(213)	(181)	(196)	(173)	(500)	(153)	(369)	(200)	(187)
Other - Reallocation of Prior Years' Investment Earnings	-	-	-	-	(13,119)	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	48,365	12,291	(31,889)	79,141	809	7,127	23,523	32,431	19,494	(3,042)
Plan Fiduciary Net Position - Beginning	403,207	390,916	422,805	343,664	342,855	335,728	312,205	279,774	260,280	263,322
Plan Fiduciary Net Position - Ending (b)	$ 451,572	$ 403,207	$ 390,916	$ 422,805	$ 343,664	$ 342,855	$ 335,728	$ 312,205	$ 279,774	$ 260,280
Net Pension Liability - Ending (a) - (b)	$ 33,966	$ 65,816	$ 53,460	$ 5,512	$ 79,109	$ 60,604	$ 40,057	$ 44,855	$ 42,957	$ 48,987
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	93.00%	85.97%	87.97%	98.71%	81.29%	84.98%	89.34%	87.44%	86.69%	84.16%
Covered Payroll	$ 33,588	$ 29,427	$ 29,509	$ 27,424	$ 27,031	$ 26,071	$ 26,235	$ 27,170	$ 25,573	$ 25,559
Net Pension Liability as a Percentage of Covered Payroll	101.13%	223.66%	181.17%	20.10%	292.66%	232.46%	152.69%	165.09%	167.98%	191.66%

Schedule of Contributions - Police Officers
(in thousands)
(Unaudited)

Fiscal Year Ending September 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2015	$ 5,940	$ 5,940	$ -	$ 25,559	23.24%
2016	6,585	6,585	-	25,573	25.75
2017	6,996	6,996	-	27,170	25.75
2018	8,238	8,326	(88)	26,235	31.74
2019	8,304	8,304	-	26,071	31.85
2020	8,905	8,905	-	27,031	32.94
2021	9,456	9,456	-	27,424	34.48
2022	9,452	9,452	-	29,509	32.03
2023	9,452	9,452	-	29,427	32.12
2024	9,647	9,647	-	33,588	28.72

Notes to Schedule of Contributions - Police Officers

Valuation Date: October 1, 2022

Measurement Date: September 30, 2024

Notes: Actuarially determined contribution rates are calculated as of October 1, 2022 for the fiscal year ended September 30, 2024.

Methods and Assumption Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percent of Pay (with 1.01% payroll growth assumption), Closed
Remaining Amortization Period	26 years
Asset Valuation Method	20% of the difference between expected actuarial value (based on assumed return) and market value is recognized each year with 20% corridor around market value.
Inflation	2.50%
Salary Increases	A range of 4.50% to 6.40%, depending on completed years of service, including inflation.
Investment Rate of Return	7.25%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition.
Mortality	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial Valuation of the Florida Retirement System (FRS) for Special Risk members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthy lives to all future years after 2010 using Scale MP-2018.

Other Information:

Notes	See Discussion of Valuation Results in the October 1, 2022 Actuarial Valuation Report dated January 31, 2023.

See Independent Auditors' Report

Schedule of Changes in Employer's Net Pension Liability and Related Ratios - Firefighters
(Based on Measurement Period Ending September 30, 2024)
for the Fiscal Year Ended September 30
(in thousands)
(Unaudited)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability										
Service Cost	$ 5,086	$ 4,995	$ 4,764	$ 4,598	$ 4,636	$ 4,310	$ 4,000	$ 3,863	$ 3,564	$ 3,288
Interest	22,956	22,354	21,651	21,955	21,357	20,412	19,312	17,968	16,774	16,205
Benefit Changes	(11)	-	-	(9)	-	-	(1,850)	-	-	-
Difference between actual & expected experience	-	615	-	(1,513)	2,063	4,784	3,136	8,020	-	2,783
Assumption Changes	-	5,458	-	(9,691)	-	4,930	4,590	9,978	-	-
Benefit Payments	(18,151)	(17,901)	(17,471)	(16,606)	(15,960)	(15,275)	(14,772)	(13,669)	(12,701)	(12,074)
Refunds	(538)	(95)	(53)	(213)	(155)	(339)	(50)	(65)	(65)	(5)
Net Change in Total Pension Liability	9,342	15,426	8,891	(1,479)	11,941	18,822	14,366	26,095	7,572	10,197
Total Pension Liability - Beginning	320,898	305,472	296,581	298,060	286,119	267,297	252,931	226,836	219,264	209,067
Total Pension Liability - Ending (a)	$ 330,240	$ 320,898	$ 305,472	$ 296,581	$ 298,060	$ 286,119	$ 267,297	$ 252,931	$ 226,836	$ 219,264
Plan Fiduciary Net Position										
Contributions - Employer	$ 6,579	$ 6,658	$ 6,658	$ 7,084	$ 6,443	$ 5,735	$ 5,001	$ 4,970	$ 4,671	$ 4,104
Contributions - Non-Employer Contributing Entity	-	-	-	19	1	1	3	66	-	4
Contributions - Member	3,535	3,454	3,467	3,235	3,384	2,999	2,862	3,270	3,092	2,774
Net Investment Income	41,154	16,477	(14,602)	59,591	14,654	8,831	17,675	23,810	15,933	1,782
Benefits Payments	(18,151)	(17,901)	(17,471)	(16,606)	(15,960)	(15,275)	(14,772)	(13,669)	(12,701)	(12,074)
Refunds	(538)	(95)	(53)	(213)	(155)	(339)	(50)	(65)	(65)	(5)
Administrative Expense	(156)	(143)	(118)	(132)	(117)	(310)	(92)	(227)	(124)	(117)
Other - Reallocation of Prior Years' Investment Earnings	-	-	-	-	4,961	-	-	-	-	-
Net Change in Plan Fiduciary Net Position	32,423	8,450	(22,119)	52,978	13,211	1,642	10,627	18,155	10,806	(3,532)
Plan Fiduciary Net Position - Beginning	270,046	261,596	283,715	230,737	217,526	215,884	205,257	187,102	176,296	179,828
Plan Fiduciary Net Position - Ending (b)	$ 302,469	$ 270,046	$ 261,596	$ 283,715	$ 230,737	$ 217,526	$ 215,884	$ 205,257	$ 187,102	$ 176,296
Net Pension Liability - Ending (a) - (b)	$ 27,771	$ 50,852	$ 43,876	$ 12,866	$ 67,323	$ 68,593	$ 51,413	$ 47,674	$ 39,734	$ 42,968
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	91.59%	84.15%	85.64%	95.66%	77.41%	76.03%	80.77%	81.15%	82.48%	80.40%
Covered Payroll	$ 18,663	$ 18,990	$ 18,264	$ 16,427	$ 15,806	$ 15,545	$ 15,097	$ 18,774	$ 17,645	$ 16,280
Net Pension Liability as a Percentage of Covered Payroll	148.80%	267.78%	240.23%	78.32%	425.93%	441.25%	340.55%	253.94%	225.19%	263.93%

Schedule of Contributions - Firefighters
(in thousands)
(Unaudited)

Fiscal Year Ending September 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2015	$ 4,104	$ 4,104	$ -	$ 16,280	25.21%
2016	4,671	4,671	-	17,645	26.47
2017	4,970	4,970	-	18,774	26.47
2018	4,700	5,001	(301)	15,097	33.13
2019	5,735	5,735	-	15,545	36.89
2020	6,443	6,443	-	15,806	40.76
2021	7,084	7,084	-	16,427	43.12
2022	6,658	6,658	-	18,264	36.45
2023	6,658	6,658	-	18,990	35.06
2024	6,579	6,579	-	18,663	35.25

Notes to Schedule of Contributions - Firefighters

Valuation Date: October 1, 2022

Measurement Date: September 30, 2024

Notes: Actuarially determined contribution rates are calculated as of October 1, 2022, for the fiscal year ended September 30, 2024.

Methods and Assumption Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percent of Pay (with 2.93% payroll growth assumption), Closed
Remaining Amortization Period	26 years
Asset Valuation Method	20% of the difference between expected actuarial value (based on assumed return) and market value is recognized each year with 20% corridor around market value.
Inflation	2.50%
Salary Increases	A range of 4.40% to 5.75%, depending on completed years of service, including inflation.
Investment Rate of Return	7.25%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition.
Mortality	The mortality tables used are the same as those used in the July 1, 2022 Pension Actuarial Valuation of the Florida Retirement System (FRS) for Special Risk members. These tables are based on the Pub-2010 mortality tables with mortality improvements projected for healthy lives to all future years after 2010 using Scale MP-2018.

Other Information:

Notes	See Discussion of Valuation Results in the October 1, 2022 Actuarial Valuation Report dated January 31, 2023.

See Independent Auditors' Report

Schedule of Investment Returns - Pension Plans for the Fiscal Year Ended September 30 (Unaudited)

Fiscal Year Ending September 30,	Annual Return*
2015	0.29%
2016	9.04
2017	13.12
2018	8.58
2019	3.73
2020	5.80
2021	25.50
2022	(8.40)
2023	6.90
2024	15.40

* Estimated Annual money-weighted rate of return, net of investment expenses.

See Independent Auditors' Report

Schedule of Changes in Net OPEB Liability and Related Ratio
for the Fiscal Year Ended September 30
(in thousands)
(Unaudited)

	2024	2023	2022	2021	2020	2019	2018	2017
Total OPEB Liability								
Service cost	$ 1,514	$ 1,518	$ 2,140	$ 2,285	$ 2,288	$ 2,064	$ 2,375	$ 2,468
Interest on the total OPEB liability	3,410	3,306	2,149	2,618	2,942	3,545	3,334	3,041
Charge of benefit terms	-	-	-	30	-	-	-	-
Differences between expected and actual experience	4,481	-	2,070	(5,297)	(800)	(74)	-	-
Change of assumptions	5,672	(1,797)	(18,597)	(9,702)	(59)	12,851	(3,480)	(5,015)
Benefit payments	(4,659)	(5,028)	(4,448)	(4,153)	(4,366)	(4,635)	(4,851)	(4,412)
Net change in total OPEB liability	10,418	(2,001)	(16,686)	(14,219)	5	13,751	(2,622)	(3,918)
Total OPEB liability - beginning	72,454	74,455	91,141	105,360	11,129	(2,622)	-	98,144
Total OPEB liability - ending (a)	$ 82,872	$ 72,454	$ 74,455	$ 91,141	$ 11,134	$ 11,129	$ (2,622)	$ 94,226
Plan Fiduciary Net Pension								
Employer Contributions to the OPEB Trust Fund	$ 2,539	$ 2,399	$ 2,294	$ 2,272	$ 2,033	$ 2,031	$ 2,017	$ 2,015
Employer Contributions not deposited in OPEB Trust Fund	2,595	2,904	2,305	2,037	2,216	(2,439)	2,673	-
OPEB plan net investment income	3,943	1,688	(2,235)	2,798	1,364	385	1,447	1,273
Benefit payments	(2,064)	(2,124)	(2,143)	(2,116)	(2,150)	(2,196)	(2,177)	(2,170)
Benefit payments not reimbursed by the OPEB Trust Fund	(2,595)	(2,904)	(2,305)	(2,037)	(2,216)	2,439	(2,673)	-
Other (Adjustment to prior year)	-	-	-	-	-	-	1	-
Net change in plan fiduciary net position	4,418	1,963	(2,084)	2,954	1,247	220	1,288	1,118
Plan fiduciary net position - beginning	13,160	11,197	13,281	10,327	9,080	8,862	-	6,456
Plan fiduciary net position - ending (b)	$ 17,578	$ 13,160	$ 11,197	$ 13,281	$ 10,327	$ 9,082	$ 1,288	$ 7,574
Net OPEB liability - ending (a) - (b)	$ 65,294	$ 59,294	$ 63,258	$ 77,860	$ 807	$ 2,047	$ (3,910)	$ 86,652
Plan fiduciary net position as a % of the total OPEB liability	21.00%	18.00%	15.00%	15.00%	93.00%	82.00%	(49.00%)	8.00%
Covered-Employee payroll	$ 186,543	$ 177,080	$ 170,403	$ 151,408	$ 151,273	$ 151,093	$ 153,725	$ 149,247
Net OPEB liability as a % of covered-employee payroll	35.00%	33.00%	37.00%	51.00%	1.00%	1.00%	(3.00%)	58.00%

Note: Covered-Employee Payrolls presented above are estimates based on the data submitted for valuation purposes. GASB Statement 75 defined Covered-Employee payroll as the payroll of employees that are provided with OPEB through the OPEB plan, including employees terminating during the measurement period.

See Independent Auditors' Report

Schedule of Net OPEB Liability
(in thousands)
(Unaudited)

FY Ending September 30,	Total OPEB Liability	Plan Net Position	Net OPEB Liability	Plan Net Position as a % of Total OPEB Liability	Covered-Employee Payroll	Net OPEB Liability as a % of Covered Employee Payroll
2017	$ 94,226	$ 7,574	$ 86,652	$ 8.04	$ 149,247	58.06%
2018	91,604	8,860	82,744	9.67	153,725	53.83
2019	105,355	9,080	96,275	8.62	151,093	63.72
2020	105,360	10,327	95,033	9.80	151,273	62.82
2021	91,141	13,281	77,860	14.57	151,408	51.42
2022	74,455	11,197	63,258	15.04	170,403	37.12
2023	72,454	13,160	59,294	18.16	177,080	33.48
2024	82,872	17,578	65,294	21.21	186,543	35.00

Notes to Schedule of Net OPEB Liability

Valuation date: September 30, 2023
Measurement Date: September 30, 2024
Roll-Forward Procedures: The total OPEB Liability was rolled forward twelve months from the Valuation Date to the Measurement Date using standard actuarial techniques.

Methods and Assumptions Used to Determine Net OPEB Liability:

Actuarial Cost Method	Entry Age Normal
Inflation	2.50%
Discount Rate	4.03%, the resulting Single Discount Rate based on the expected rate of return on OPEB plan investments as of September 30, 2024 at 7.25% and the long-term municipal bond rate as of September 30, 2024 at 3.81%.
Salary Increases	2.95% to 6.40%, including inflation; varies by plan type and years of service.
Retirement Age	Experience-based table of rates that are specific to the plan and type of eligibility condition.
Mortality	Mortality tables used in the July 1, 2022 actuarial valuation of the Florida Retirement System (FRS). They are based on the results of a statewide experience study covering the period from 2013 to 2018. These rates were taken from adjusted Pub-2010 mortality tables published by SOA with generational mortality improvements using Scale MP-2018.
Healthcare Cost Trend Rates	Based on the Getzen Model, with a trend starting at 5.90% for 2024 (based on actual premium increases), followed by 6.00% for 2025, and then gradually decreasing to an ultimate trend rate of 4.00%.
Aging factors	Based on the 2013 SOA Study “Health Care Costs - From Birth to Death”.
Expenses	Investment expenses are net of the investment returns; and, Administrative expenses are included in the per capital health cost.

Other Information:

Notes	There were no benefit changes during the year. The following assumption changes have been reflected in the Schedule of Changes in the Total OPEB Liability for the measurment period ending Septmber 30, 2024. The Single Discount Rate from the beginning of the year at 4.76% is changed to the end of the year at 4.03% (the resulting Single Discount Rate based on the expected rate of return on OPEB plan investments as of September 30, 2024 at 7.25% and the long-term municipal bond rate as of September 30, 2024 at 3.81%).

Note: Schedule is intended to show information for ten years. Additional years will be displayed as the information becomes available.

See Independent Auditors’ Report

Schedule of Contributions - OPEB
(in thousands)
(Unaudited)

FY ending September 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Actual Contribution as a % of Covered Employee Payroll
2017	$ 5,323	$ 2,015	$ 3,308	$ 149,247	1.35%
2018	5,567	2,017	3,550	153,725	1.31
2019	5,377	2,031	3,346	151,093	1.34
2020	6,070	2,033	4,037	151,273	1.34
2021	5,410	2,272	3,138	151,408	1.50
2022	5,654	2,294	3,360	170,403	1.35
2023	5,788	2,399	3,389	177,080	1.35
2024	5,022	2,539	2,483	186,543	1.36

Notes to Schedule of Contributions - OPEB

Valuation date: September 30, 2022

Notes: Actuarially determined contribution rates are calculated as of October 1, which is the beginning of the year in which contributions are made and reported.

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry Age Normal
Amortization method	Level Percentage of Payroll, Closed
Remaining Amortization Period	21 years
Asset Valuation Method	Market Value
Inflation	2.50%
Salary increases	2.95% to 6.40%, including inflation; varies by plan type and years of service.
Investment rate of return	4.73%, net of OPEB plan expense, including inflation.
Retirement Age	Experience-based table of rates that are specific to the plan and type of eligibility condition.
Mortality	Mortality tables used in the July 1, 2022 actuarial valuation of the Florida Retirement System (FRS). They are based on the results of a statewide experience study covering the period 2013 through 2018. These rates were taken from adjusted Pub-2010 mortality tables published by SOA with generational mortality improvements using Scale MP-2018.
Health Care Trend Rate	Based on the Getzen Model, with trend starting at 5.90% for 2024 (based on actual premium increases), followed by 6.00% for 2025, and then gradually decreasing to an ultimate trend rate of 4.00%
Aging factors	Based on the 2013 SOA Study “Health Care Costs - From Birth to Death”.
Expenses	Investment expenses are net of the investment returns; and, Administrative expenses are included in the per capita health costs.

Other Information:

Notes	There were no benefit changes during the year. See Summary of Funding Results in section C of the September 30, 2023 OPEB Actuarial Valuation Report.

Note: Schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.

See Independent Auditors’ Report

Schedule of Investment Returns - OPEB
(Unaudited)

FY Ending September 30,	Annual Return*
2017	18.68%
2018	17.87
2019	4.27
2020	15.10
2021	26.89
2022	(16.73)
2023	14.89
2024	29.43

* Estimated Annual money-weighted rate of return, net of investment expenses.

Note: Schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.

See Independent Auditors' Report

CITY OF TALLAHASSEE

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Combining Financial Statements

These basic financial statements provide a summary overview of the financial position of all funds and account groups as well as the operating results of all funds. They also serve as an introduction to the more detailed statements and schedules that follow in subsequent sections:

- Nonmajor Governmental Funds
- Nonmajor Enterprise Funds
- Internal Service Funds
- Fiduciary Funds

CITY OF TALLAHASSEE

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Nonmajor Governmental Funds

Community Redevelopment Agency	Accounts for the general tax revenue collected on and the expenses incurred in the redevelopment of properties in the community redevelopment area.
Special Projects	Accounts for federal, state and local grants. These grants include but are not limited to the Community Development Block Grant, the Neighborhood Stabilization Program, the Homeless Prevention and Rapid Re-Housing Program, Emergency Shelter Grants, the HOME program and other miscellaneous grants. This fund includes other miscellaneous items that are to be used for general government purposes that are not appropriated in another fund.
Law Enforcement	For the accounting of state and federal forfeitures received by the City as prescribed by Florida Statutes. Also included: the Federal Law Enforcement Block Grant revenues and expenditures; and Second Dollar funding revenues received from the County who collects fines from citizens guilty of a statute violation or local ordinance.
Building Code Enforcement	Accounts for all assets, operations, and maintenance of the City's Building Inspection Division of the Growth Management Department. Revenues accounted for in this fund are derived from fees, fines, and investment earnings from the enforcement and implementation of the Florida Building code. Revenues in this fund were previously captured and reported in the General Revenue Fund.
Concurrency	Accounts for activity resulting from the State's new concurrency requirements outlined in Chapter 163, F.S. This statute allows developers the opportunity to move forward with development despite concurrency constraints by contributing their fair share of the cost to improve the impacted transportation facilities.
State Housing Partnership	Accounts for State funding to be used as an incentive to produce and preserve affordable housing for very low, low, and moderate income families.
Debt Service	Accounts for the accumulation of resources for, and the payment of, interest and principal on all general long-term debt other than that payable from Proprietary Funds.
Capital Improvement	Accounts for general revenue used for the acquisition or construction of general fixed assets.
Capital Bonds	Accounts for bond proceeds used for the acquisition or construction of general fixed assets.
Sales Tax Construction	Accounts for tax proceeds used for the acquisition or construction of public safety and transportation improvements.
Gas Tax	Accounts for tax proceeds used for the acquisition or construction of transportation improvements.
Cemetery	To accumulate resources for the perpetual maintenance of the City's cemeteries which include the sale and maintenance of plots.

Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2024
(in thousands)

	Special Revenue Funds					
	Community Redevelopment Agency	Special Projects	Law Enforcement	Building Code Enforcement	Concurrency	State Housing Partnership
ASSETS						
Assets Unrestricted						
Cash and Cash Equivalents	$ -	$ 6,971	$ -	$ 2,816	$ 5,428	$ -
Securities Lending Collateral	-	83	-	34	65	-
Receivables:						
Accrued Interest	-	21	-	15	28	-
Leases	-	-	-	-	-	-
Notes	-	803	-	-	-	-
Special Assessments	-	-	-	-	-	-
Due From Other Funds	-	-	-	-	-	-
Due From Other Governments	-	2,707	-	-	-	-
Advances To Other Funds	-	-	-	-	-	-
Assets Restricted						
Cash and Cash Equivalents	27,238	-	1,048	-	-	2,236
Securities Lending Collateral	324	-	12	-	-	27
Receivables:						
Accrued Interest	143	-	6	-	-	12
Customers and Others	7	2	2	-	-	1
Notes	133	-	-	-	-	210
Due From Other Governments	-	1,811	13	-	-	-
Total Assets	$ 27,845	$ 12,398	$ 1,081	$ 2,865	$ 5,521	$ 2,486
LIABILITIES						
Liabilities Unrestricted						
Obligations Under Securities Lending	$ -	$ 83	$ -	$ 34	$ 65	$ -
Accounts and Retainage Payable	-	508	-	190	-	-
Due To Other Funds	-	1,528	-	-	-	-
Advances from Other Funds	6	-	-	-	-	-
Unearned Revenue	-	6,002	-	-	-	-
Liabilities Restricted						
Obligations Under Securities Lending	324	-	12	-	-	27
Accounts and Retainage Payable	254	196	15	-	-	32
Unearned Revenue	-	-	347	-	-	130
Total Liabilities	584	8,317	374	224	65	189
DEFERRED INFLOWS OF RESOURCES						
Lease Related Deferred Inflows	-	-	-	-	-	-
Total Deferred Inflows of Resources	-	-	-	-	-	-
Total Liabilities and Deferred Inflows of Resources	584	8,317	374	224	65	189
FUND BALANCES						
Spendable:						
Restricted	27,261	1,690	22	2,641	5,456	2,297
Committed	-	4,479	685	-	-	-
Unassigned	-	(2,088)	-	-	-	-
Total Fund Balances	27,261	4,081	707	2,641	5,456	2,297
Total Liabilities and Fund Balances	$ 27,845	$ 12,398	$ 1,081	$ 2,865	$ 5,521	$ 2,486

See Independent Auditors' Report

Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2024
(in thousands)

	Capital Project Funds				Permanent Fund	
Debt Service	Capital Improvement	Capital Bonds	Sales Tax Construction	Gas Tax	Cemetery	Total Nonmajor Governmental Funds
$ -	$ 10,191	$ -	$ 10,122	$ -	$ 2,121	$ 37,649
-	121	-	573	-	25	901
-	56	-	36	-	11	167
-	-	-	291	-	-	291
-	103	-	-	-	-	906
-	42	-	-	-	-	42
-	3,005	-	-	-	-	3,005
-	-	-	1,153	1,181	-	5,041
9,995	-	-	-	-	-	9,995
360	11,975	66,062	-	-	-	108,919
-	143	787	-	-	-	1,293
-	63	347	-	-	-	571
-	-	-	-	-	-	12
-	-	-	-	-	-	343
-	-	-	-	-	-	1,824
$ 10,355	$ 25,699	$ 67,196	$ 12,175	$ 1,181	$ 2,157	$ 170,959
$ -	$ 121	$ -	$ 573	$ -	$ 25	$ 901
-	370	-	455	462	2	1,987
-	-	-	-	1,477	-	3,005
-	3,000	-	-	-	-	3,006
-	-	-	-	-	-	6,002
-	143	787	-	-	-	1,293
-	309	5,684	-	-	-	6,490
-	-	-	-	-	-	477
-	3,943	6,471	1,028	1,939	27	23,161
-	-	-	255	-	-	255
-	-	-	255	-	-	255
-	3,943	6,471	1,283	1,939	27	23,416
10,355	-	-	10,891	-	-	60,613
-	21,757	60,725	-	-	2,129	89,775
-	(1)	-	1	(758)	1	(2,845)
10,355	21,756	60,725	10,892	(758)	2,130	147,543
$ 10,355	$ 25,699	$ 67,196	$ 12,175	$ 1,181	$ 2,157	$ 170,959

See Independent Auditors' Report

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Special Revenue Funds					
	Community Redevelopment Agency	Special Projects	Law Enforcement	Building Code Enforcement	Concurrency	State Housing Partnership
REVENUES						
Taxes	$ 4,892	$ -	$ -	$ -	$ -	$ -
Licenses and Permits	-	-	-	4,839	1,802	-
Intergovernmental Revenues	3,705	15,825	128	-	-	5,208
Charges for Services	478	576	-	320	-	-
Fines and Forfeitures	-	-	417	25	-	-
Net Investment Earnings	826	315	29	79	201	86
Securities Lending Income	18	9	-	-	9	-
Change in Fair Value of Investments	2,000	34	-	21	-	-
Miscellaneous Revenues	114	1,064	-	272	-	-
Total Revenues	12,033	17,823	574	5,556	2,012	5,294
EXPENDITURES						
Current						
General Government	-	116	16	-	-	-
Public Safety	-	9,226	312	4,857	-	-
Transportation	-	141	-	-	3,027	-
Human Services	-	4,188	-	-	-	392
Economic Environment	3,276	5,242	-	-	-	2,336
Physical Environment	-	2,712	-	-	-	-
Culture and Recreation	-	267	-	-	-	-
Securities Lending Expense						
Interest	16	8	-	-	8	-
Debt Service						
Principal Retired	560	-	-	-	-	-
Interest and Fiscal Charges	37	-	-	-	-	-
Total Expenditures	3,889	21,900	328	4,857	3,035	2,728
Excess of Revenues Over (Under) Expenses	8,144	(4,077)	246	699	(1,023)	2,566
OTHER FINANCING SOURCES (USES)						
Transfers In	-	5	118	-	-	-
Transfers Out	(20)	-	-	(168)	-	-
Proceeds from Sale of Bonds and Loans	-	-	-	-	-	-
Premium from Bond Issuance	-	-	-	-	-	-
Total Other Financing Sources (Uses)	(20)	5	118	(168)	-	-
Net Change in Fund Balances	8,124	(4,072)	364	531	(1,023)	2,566
Fund Balances - October 1	19,137	8,153	343	2,110	6,479	(269)
Fund Balances - September 30	$ 27,261	$ 4,081	$ 707	$ 2,641	$ 5,456	$ 2,297

See Independent Auditors' Report

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Capital Project Funds				Permanent Fund	
Debt Service	Capital Improvement	Capital Bonds	Sales Tax Construction	Gas Tax	Cemetery	Total Governmental Funds
$ -	$ -	$ -	$ -	$ -	$ -	$ 4,892
-	-	-	-	-	-	6,641
-	5,835	-	6,292	7,020	-	44,013
-	256	-	-	-	129	1,759
-	-	-	-	-	-	442
390	877	922	430	10	65	4,230
9	19	9	19	-	-	92
-	-	-	-	-	166	2,221
-	79	622	19	65	1	2,236
399	7,066	1,553	6,760	7,095	361	66,526
-	1,712	2,463	102	-	-	4,409
-	2,160	-	-	-	-	16,555
-	1,849	4,065	3,317	3,687	-	16,086
-	71	-	-	-	-	4,651
-	73	-	-	-	-	10,927
-	5,113	13,056	52	5	185	21,123
-	1,538	1	589	-	-	2,395
8	16	8	16	-	-	80
8,155	-	-	-	-		8,715
4,079	1	-	-	-	-	4,117
12,242	12,533	19,593	4,076	3,692	185	89,058
(11,843)	(5,467)	(18,040)	2,684	3,403	176	(22,532)
8,575	5,038	-	-	-	-	13,736
-	-	-	-	(4,526)	(238)	(4,952)
1,850	-	88,260	-	-	-	90,110
-	-	4,970	-	-	-	4,970
10,425	5,038	93,230	-	(4,526)	(238)	103,864
(1,418)	(429)	75,190	2,684	(1,123)	(62)	81,332
11,773	22,185	(14,465)	8,208	365	2,192	66,211
$ 10,355	$ 21,756	$ 60,725	$ 10,892	$ (758)	$ 2,130	$ 147,543

See Independent Auditors' Report

Nonmajor Enterprise Funds

StarMetro	Accounts for the operations and maintenance of the City's public transit system.
Solid Waste	Accounts for the assets, operation and maintenance of the City-owned solid waste operation.
Golf Course	Accounts for the operations of the City's eighteen-hole Hilaman Park Golf Course.
Fire Services	Accounts for the operation and maintenance of the City-owned fire services department.

Combining Statement of Net Position
Nonmajor Enterprise Funds
September 30, 2024
(in thousands)

	StarMetro	Solid Waste	Golf	Fire Services	Total
ASSETS					
Current Assets					
Unrestricted					
Cash and Cash Equivalents	$ -	$ -	$ 770	$ 2,778	$ 3,548
Securities Lending Collateral	-	-	9	33	42
Receivables:					
Accrued Interest	-	-	4	15	19
Customers and Others	-	6,041	-	8,893	14,934
Leases	56	-	-	-	56
Due From Other Governments	9,351	10	-	613	9,974
Less: Allowance for Doubtful Accounts	-	(1,266)	-	(2,262)	(3,528)
Inventory	972	-	40	-	1,012
Restricted					
Cash and Cash Equivalents	-	-	-	26,318	26,318
Securities Lending Collateral	-	-	-	313	313
Accrued Interest	-	-	-	138	138
Due From Other Governments	1,303	-	-	-	1,303
Total Current Assets	11,682	4,785	823	36,839	54,129
Noncurrent Assets					
Leases	173	-	-	-	173
Capital Assets					
Land and Construction in Progress	3,114	-	144	2,268	5,526
Other, Net of Accumulated Depreciation	23,513	9,002	495	11,104	44,114
Total Noncurrent Assets	26,800	9,002	639	13,372	49,813
Total Assets	38,482	13,787	1,462	50,211	103,942
DEFERRED OUTFLOW OF RESOURCES					
Pension Related Deferred Outflows	3,891	2,014	109	-	6,014
OPEB Related Deferred Outflows	742	358	13	1,737	2,850
Deferred Outflows on Fuel Hedging	153	-	-	-	153
Total Deferred Outflows of Resources	4,786	2,372	122	1,737	9,017
Total Assets and Deferred Outflows of Resources	$ 43,268	$ 16,159	$ 1,584	$ 51,948	$ 112,959
LIABILITIES					
Current Liabilities					
Unrestricted					
Accounts and Retainage Payable	$ 662	$ 1,889	$ 48	$ 715	$ 3,314
Due To Other Funds	17,034	2,880	1	-	19,915
Compensated Absences	602	193	28	1,971	2,794
Lease Payable	377	-	-	-	377
SBITA Liability	64	-	-	-	64
Obligations Under Securities Lending	-	-	9	33	42
Unearned Revenue	138	-	-	-	138
Loans Payable	-	-	-	185	185
Bonds Payable	907	-	-	-	907
Restricted					
Accounts and Retainage Payable	944	-	-	484	1,428
Obligations Under Securities Lending	-	-	-	313	313
Total Current Liabilities	20,728	4,962	86	3,701	29,477
Noncurrent Liabilities					
Advances from Other Funds	-	5,430	299	6,017	11,746
Compensated Absences	257	411	39	1,193	1,900
Lease Payable	2,132	-	-	-	2,132
SBITA Liability	69	-	-	-	69
Net OPEB Liability	4,278	1,439	119	6,193	12,029
Loans Payable	-	-	-	26,815	26,815
Bonds Payable	2,848	-	-	-	2,848
Net Pension Liability	4,351	2,240	125	-	6,716
Derivative Instruments	153	-	-	-	153
Total Noncurrent Liabilities	14,088	9,520	582	40,218	64,408
Total Liabilities	34,816	14,482	668	43,919	93,885
DEFERRED INFLOWS OF RESOURCES					
Pension Related Deferred Inflows	174	86	5	-	265
OPEB Related Deferred Inflows	944	526	14	2,592	4,076
Lease Related Deferred Inflows	227	-	-	-	227
Total Deferred Inflows of Resources	1,345	612	19	2,592	4,568
NET POSITION					
Net Investment in Capital Assets	20,003	9,002	639	12,829	42,473
Restricted for:	-	-	664	-	664
Unrestricted	(12,896)	(7,937)	(406)	(7,392)	(28,631)
Total Net Position	7,107	1,065	897	5,437	14,506
Total Liabilities, Deferred Inflows, and Net Position	$ 43,268	$ 16,159	$ 1,584	$ 51,948	$ 112,959

See Independent Auditors' Report

Combining Statement of Revenues, Expenses, and Changes in Net Position
Nonmajor Enterprise Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

	StarMetro	Solid Waste	Golf	Fire Services	Total
OPERATING REVENUES					
Charges for Services					
Residential Sales	$ -	$ 15,335	$ -	$ 28,967	$ 44,302
Commercial and Industrial Sales	-	22,887	-	22,550	45,437
County Government	-	-	-	3,616	3,616
Recreation Fees	-	-	1,387	-	1,387
Transportation Fees	6,762	-	-	-	6,762
Other Charges	142	11	-	591	744
Total Operating Revenues	6,904	38,233	1,387	55,724	102,248
OPERATING EXPENSES					
Personnel Services	15,336	7,005	651	35,049	58,041
Fossil Fuel	310	-	-	-	310
Contractual Services	7,779	36,400	275	14,589	59,043
Materials and Supplies	3,194	158	178	878	4,408
Other	2,713	569	81	1,618	4,981
Depreciation	3,474	608	63	1,371	5,516
Amortization	435	-	-	2	437
Total Operating Expenses	33,241	44,740	1,248	53,507	132,736
Operating Income (Loss)	(26,337)	(6,507)	139	2,217	(30,488)
NON-OPERATING REVENUES (EXPENSES)					
Net Investment Earnings	995	151	25	285	1,456
Change in Fair Value of Investments	-	259	20	-	279
Securities Lending					
Securities Lending Income	19	-	-	9	28
Interest Expense	(16)	-	-	(8)	(24)
Intergovernmental Revenues	2,474	812	-	-	3,286
Other Revenues	560	71	19	1,483	2,133
Interest Expense	(149)	(182)	(4)	(234)	(569)
Debt Issuance Costs	-	-	-	(73)	(73)
Other Expenses	(1,072)	(222)	-	(457)	(1,751)
Total Non-Operating Revenues (Expenses)	2,811	889	60	1,005	4,765
Income (Loss) Before Capital Contributions and Operating Transfers	(23,526)	(5,618)	199	3,222	(25,723)
CAPITAL CONTRIBUTIONS AND TRANSFERS					
Capital Contributions	4,436	-	-	-	4,436
Transfers In	13,678	6,228	-	14	19,920
Transfers Out	(158)	(9,467)	(82)	(3,183)	(12,890)
Total Operating Transfers	17,956	(3,239)	(82)	(3,169)	11,466
Change in Net Position	(5,570)	(8,857)	117	53	(14,257)
Net Position - October 1	12,677	9,922	780	5,384	28,763
Net Position - September 30	$ 7,107	$ 1,065	$ 897	$ 5,437	$ 14,506

See Independent Auditors' Report

Combining Statement of Cash Flows
Nonmajor Enterprise Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

	StarMetro	Solid Waste	Golf	Fire Services	Total
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash Received from Customers	$ 13,661	$ 37,802	$ 1,387	$ 57,221	$ 110,071
Cash Paid to Suppliers for Goods and Services	(8,622)	(26,636)	(430)	(2,639)	(38,327)
Cash Paid to Employees for Services	(15,027)	(6,881)	(629)	(35,366)	(57,903)
Cash Paid For Interfund Services	(4,387)	(10,987)	(135)	(12,565)	(28,074)
Net Cash Provided by (Used for) Operating Activities	(14,375)	(6,702)	193	6,651	(14,233)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Transfers from Other Funds	13,678	6,228	-	14	19,920
Grant Receipts	2,474	812	-	-	3,286
Cash Received (Paid) From (For) Other Financing Activities	(513)	(150)	18	1,025	380
Cash Received (Paid) From (For) Interfund Activity	(3,501)	12,196	(74)	(4,549)	4,072
Transfers To Other Funds	(158)	(9,467)	(82)	(3,183)	(12,890)
Net Cash Provided by (Used for) Noncapital Financing Activities	11,980	9,619	(138)	(6,693)	14,768
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Capital Contributions	4,436	-	-	-	4,436
Debt Issuance Costs	-	-	-	(73)	(73)
Cash Received (Paid) From Acquisition, Construction, and Sale of Capital Assets Activities	(2,002)	(5,585)	83	2,312	(5,192)
Proceeds From Bonds and Loans	-	-	-	27,000	27,000
Principal Payments on Bonds and Loans	(888)	-	-	-	(888)
Interest Paid	(149)	(182)	(4)	(234)	(569)
Net Cash Provided by (Used for) Capital and Related Financing Activities	1,397	(5,767)	79	29,005	24,714
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest Received on Investments	998	165	24	133	1,320
Change in Fair Value of Investments	-	259	20	-	279
Net Cash Provided by (Used for) Investing Activities	998	424	44	133	1,599
Net Increase (Decrease) in Cash and Cash Equivalents	-	(2,426)	178	29,096	26,848
Cash and Cash Equivalents - October 1	-	2,426	592	-	3,018
Cash and Cash Equivalents - September 30	$ -	$ -	$ 770	$ 29,096	$ 29,866
Classified As:					
Unrestricted Assets	$ -	$ -	$ 770	$ 2,778	$ 3,548
Restricted Assets	$ -	$ -	$ -	$ 26,318	$ 26,318
	$ -	$ -	$ 770	$ 29,096	$ 29,866
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:					
Operating Income (Loss)	$ (26,337)	$ (6,507)	$ 139	$ 2,217	$ (30,488)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:					
Depreciation/Amortization	3,909	608	63	1,373	5,953
Net pension and OPEB liability changes	270	121	6	(449)	(52)
Changes in Lease related deferred inflows	227	-	-	-	227
(Increase) Decrease in Accounts Receivable	(8)	(99)	-	412	305
(Increase) Decrease in Inventory	178	-	(16)	-	162
Increase (Decrease) in Lease Receivable	(229)	-	-	-	(229)
(Increase) Decrease in Due From Other Governments	6,689	96	-	2,326	9,111
Increase (Decrease) in Accounts Payable	804	(923)	(15)	640	506
Increase (Decrease) in Compensated Absences	38	2	16	132	188
(Increase) Decrease in Unearned Revenue	84	-	-	-	84
Total Adjustments	11,962	(195)	54	4,434	16,255
Net Cash Provided by (Used for) Operating Activities	$ (14,375)	$ (6,702)	$ 193	$ 6,651	$ (14,233)

See Independent Auditors' Report

CITY OF TALLAHASSEE

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Internal Service Funds

800 MHz Communication	Supports the 800 MHz Radios Communications unit within the Information System Services. Revenues for the fund are derived from Leon County per agreement, and rentals from other users. The remaining cost is allocated to user departments. The allocation is based on the number of 800 MHz devices per department.
Technology and Innovation	Accounts for the costs of the City's data processing operations.
Human Resources	Accounts for the costs of the City's employee relations operations.
Internal Loan	Accounts for the loans received from the Sunshine State Governmental Financing Commission, which in turn are loaned to other funds to provide financing for capital projects.
Pension Administration	Accounts for the costs of the City's employee retirement plan's administrative operation.
Diversity and Inclusion	Accounts for the cost of the City's efforts to promote diversity and inclusion throughout the government.
Purchasing	Accounts for the costs of the City's procurement operations.
Accounting	Accounts for the costs of the City's accounting operations.
Garage	Accounts for the costs of maintaining and operating the City's fleet management operation.
Risk Management	Accounts for the costs of the City's risk management.
Revenue Collection	Accounts for the costs of the City's revenue collection services.
Utility Services	Accounts for the costs of centralizing safety and training, environmental, GIS, sales, rate design, and marketing functions of the City's utilities.
Environmental Services and Facilities Management (ESFM)	Accounts for the City's environmental policy development and initiatives and environmental regulatory compliance.
Wholesale Energy Services	Accounts for the costs of the purchase of power and fuel for the City's electric and gas utilities and off system sales and services of power and natural gas to other utilities and open market participants.
Community Relations	Accounts for the City's community relations function which serves to engage citizens through interactive educational outreach efforts focused on a variety of City services and programs ranging from utility services to transportation.

Combining Statement of Net Position
Internal Service Funds
September 30, 2024
(in thousands)

	800 Mhz Communication	Technology and Innovation	Human Resources	Internal Loan	Pension Administration	Diversity and Inclusion
ASSETS						
Current Assets						
Cash and Cash Equivalents	$ 1,089	$ -	$ -	$ 2,035	$ 113	$ 117
Securities Lending Collateral	13	-	-	24	1	1
Receivables:						
Accrued Interest	6	-	-	11	1	1
Customers and Others	2	7	1	-	1	-
Due From Other Governments	427	14	-	12	-	-
Prepaid Expenses	-	-	-	-	-	-
Due From Other Funds	-	-	-	-	-	-
Inventory	-	-	-	-	-	-
Total Current Assets	1,537	21	1	2,082	116	119
Noncurrent Assets						
Advances To Other Funds	-	-	-	1,599	-	-
Deposits	-	-	-	-	-	-
Capital Assets						
Land and Construction in Progress	440	8,987	-	-	-	-
Other, Net of Accumulated Depreciation	982	17,807	26	-	-	29
Total Noncurrent Assets	1,422	26,794	26	1,599	-	29
Total Assets	$ 2,959	$ 26,815	$ 27	$ 3,681	$ 116	$ 148
DEFERRED OUTFLOWS OF RESOURCES						
Deferred Outflows on Fuel Hedging	-	-	-	-	-	-
Total Deferred Outflows of Resources	-	-	-	-	-	-
Total Assets and Deferred Outflows of Resources	$ 2,959	$ 26,815	$ 27	$ 3,681	$ 116	$ 148
LIABILITIES						
Current Liabilities						
Unrestricted						
Accounts and Retainage Payable	$ 80	$ 2,443	$ 85	$ -	$ 33	$ 29
Due To Other Funds	-	3,376	66	-	-	-
Compensated Absences	25	580	244	-	37	77
Lease Payable	264	1,030	4	-	-	-
SBITA Liability	-	1,235	-	-	-	22
Obligations Under Securities Lending	13	-	-	24	1	1
Bonds Payable	-	885	-	-	-	-
Total Current Liabilities	382	9,549	399	24	71	129
Noncurrent Liabilities						
Claims Payable	-	-	-	-	-	-
Advances from Other Funds	-	44	29	-	6	-
Compensated Absences	-	273	14	-	-	23
Lease Payable	570	687	-	-	-	-
SBITA Liability	-	1,335	-	-	-	-
Bonds Payable	-	2,730	-	-	-	-
Derivative Instruments	-	-	-	-	-	-
Total Noncurrent Liabilities	570	5,069	43	-	6	23
Total Liabilities	952	14,618	442	24	77	152
DEFERRED INFLOWS OF RESOURCES						
Total Deferred Inflows of Resources	-	-	-	-	-	-
Total Liabilities and Deferred Inflows of Resources	952	14,618	442	24	77	152
NET POSITION						
Net Investment in Capital Assets	588	18,892	22	-	-	7
Unrestricted	1,419	(6,695)	(437)	3,657	39	(11)
Total Net Position	2,007	12,197	(415)	3,657	39	(4)
Total Liabilities, Deferred Inflows, and Net Position	$ 2,959	$ 26,815	$ 27	$ 3,681	$ 116	$ 148

See Independent Auditors' Report

Combining Statement of Net Position
Internal Service Funds
September 30, 2024
(in thousands)

Purchasing	Accounting	Garage	Risk Management	Revenue Collection	Utility Services	Environmental Services and Facilities Management (ESFM)	Wholesale Energy Services	Community Relations	Total
$ 230	$ 1,292	$ 17,232	$ 18,962	$ 196	$ 6,698	$ 3,763	$ 9,134	$ 157	$ 61,018
3	15	205	305	2	212	45	109	2	937
1	7	90	100	1	35	20	48	1	322
2	1	30	2	1	3	1	351	-	402
-	-	69	-	-	22	-	-	-	544
-	-	-	3,919	-	-	-	-	-	3,919
-	-	-	-	67	-	-	23,346	-	23,413
-	-	608	-	-	-	-	1,722	-	2,330
236	1,315	18,234	23,288	267	6,970	3,829	34,710	160	92,885
-	-	-	-	-	-	-	-	-	1,599
-	-	-	-	-	-	-	5,904	-	5,904
44	-	-	-	-	-	-	-	-	9,471
305	1	54,279	-	410	953	1,840	-	-	76,632
349	1	54,279	-	410	953	1,840	5,904	-	93,606
$ 585	$ 1,316	$ 72,513	$ 23,288	$ 677	$ 7,923	$ 5,669	$ 40,614	$ 160	$ 186,491
-	-	361	-	-	-	-	8,628	-	8,989
-	-	361	-	-	-	-	8,628	-	8,989
$ 585	$ 1,316	$ 72,874	$ 23,288	$ 677	$ 7,923	$ 5,669	$ 49,242	$ 160	$ 195,480
$ 44	$ 163	$ 1,677	$ 54	$ 51	$ 477	$ 279	$ 8,229	$ 44	$ 13,688
-	-	-	-	-	-	-	30,000	-	33,442
118	309	367	113	91	855	319	-	99	3,234
-	-	-	-	-	56	-	-	-	1,354
32	-	429	-	-	-	-	-	-	1,718
3	15	205	305	2	212	45	109	2	937
-	-	-	-	-	-	-	-	-	885
197	487	2,678	472	144	1,600	643	38,338	145	55,258
-	-	-	15,690	-	-	-	-	-	15,690
14	29	-	9	14	-	14	-	3	162
1	152	175	75	99	497	31	31	43	1,414
-	-	-	-	-	95	-	-	-	1,352
-	-	950	-	-	-	-	-	-	2,285
-	-	-	-	-	-	-	-	-	2,730
-	-	361	-	-	-	-	8,628	-	8,989
15	181	1,486	15,774	113	592	45	8,659	46	32,622
212	668	4,164	16,246	257	2,192	688	46,997	191	87,880
-	-	-	-	-	-	-	-	-	-
212	668	4,164	16,246	257	2,192	688	46,997	191	87,880
317	1	52,900	-	410	802	1,840	-	-	75,779
56	647	15,810	7,042	10	4,929	3,141	2,245	(31)	31,821
373	648	68,710	7,042	420	5,731	4,981	2,245	(31)	107,600
$ 585	$ 1,316	$ 72,874	$ 23,288	$ 677	$ 7,923	$ 5,669	$ 49,242	$ 160	$ 195,480

See Independent Auditors' Report

Combining Statement of Revenues, Expenses and Changes in Net Position
Internal Service Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

	800 Mhz Communication	Technology and Innovation	Human Resources	Internal Loan	Pension Administration	Diversity and Inclusion
OPERATING REVENUES						
Charges for Services	$ 1,726	$ 31,304	$ 5,442	$ -	$ 1,194	$ 1,467
Total Operating Revenues	1,726	31,304	5,442	-	1,194	1,467
OPERATING EXPENSES						
Personnel Services	611	10,750	3,790	-	744	1,193
Contractual Services	1,819	23,115	1,060	-	347	148
Materials and Supplies	7	124	16	-	13	5
Other	11	2,281	48	-	29	84
Depreciation	453	5,016	4	-	-	-
Amortization	198	4,791	4	-	-	22
Total Operating Expenses	3,099	46,077	4,922	-	1,133	1,452
Operating Income (Loss)	(1,373)	(14,773)	520	-	61	15
NON-OPERATING REVENUES (EXPENSES)						
Net Investment Earnings	50	-	2	58	-	-
Change in Fair Value of Investments	113	-	5	-	-	1
Securities Lending						
Securities Lending Income	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-
Agent Fees	-	-	-	-	-	-
Intergovernmental Revenues	897	-	-	-	-	-
Other Revenues	457	5,594	2	1	-	26
Interest Income	-	-	-	51	-	-
Interest Expense	(41)	(1,799)	(1)	-	(22)	(2)
Other Expenses	-	(374)	-	-	-	-
Total Non-Operating Revenues (Expenses)	1,476	3,421	8	110	(22)	25
Income (Loss) Before Capital Contributions and Operating Transfers	103	(11,352)	528	110	39	40
CAPITAL CONTRIBUTIONS AND TRANSFERS						
Capital Contributions	-	-	-	-	-	-
Transfers In	3	48,972	-	-	-	-
Transfers Out	(183)	(34,897)	(539)	-	-	(43)
Total Net Transfers	(180)	14,075	(539)	-	-	(43)
Change in Net Position	(77)	2,723	(11)	110	39	(3)
Net Position - October 1	2,084	9,474	(404)	3,547	-	(1)
Net Position - September 30	$ 2,007	$ 12,197	$ (415)	$ 3,657	$ 39	$ (4)

See Independent Auditors' Report

Combining Statement of Revenues, Expenses and Changes in Net Position
Internal Service Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

Purchasing	Accounting	Garage	Risk Management	Revenue Collection	Utility Services	Environmental Services and Facilities Management (ESFM)	Wholesale Energy Services	Community Relations	Total
$ 1,833	$ 6,422	$ 36,983	$ 14,462	$ 2,272	$ 22,695	$ 7,405	$ 103,127	$ 2,023	$ 238,355
1,833	6,422	36,983	14,462	2,272	22,695	7,405	103,127	2,023	238,355
1,886	4,487	6,894	1,726	1,532	15,717	3,521	499	1,609	54,959
322	1,091	3,069	471	487	6,133	3,350	243	348	42,003
5	13	12,312	5	138	275	252	103,602	49	116,816
18	583	706	12,526	37	321	189	14	15	16,862
22	-	6,304	1	28	101	122	-	1	12,052
41	237	411	-	-	50	-	-	-	5,754
2,294	6,411	29,696	14,729	2,222	22,597	7,434	104,358	2,022	248,446
(461)	11	7,287	(267)	50	98	(29)	(1,231)	1	(10,091)
8	26	608	635	19	142	113	1,215	-	2,876
20	67	-	1,180	48	377	38	2,831	1	4,681
-	-	19	19	-	28	-	-	-	66
-	-	(16)	(16)	-	(24)	-	-	-	(56)
-	-	-	-	-	(1)	-	-	-	(1)
-	-	-	-	-	-	-	-	-	897
492	250	5,450	389	1	55	28	-	5	12,750
-	-	-	-	-	-	-	-	-	51
(3)	(6)	(77)	-	-	(6)	-	-	(3)	(1,960)
-	-	(209)	-	-	(5)	(95)	-	-	(683)
517	337	5,775	2,207	68	566	84	4,046	3	18,621
56	348	13,062	1,940	118	664	55	2,815	4	8,530
-	-	-	-	-	-	287	-	-	287
-	-	10,189	422	-	16	1,022	-	-	60,624
-	-	(1,346)	-	(135)	(802)	(21)	-	-	(37,966)
-	-	8,843	422	(135)	(786)	1,288	-	-	22,945
56	348	21,905	2,362	(17)	(122)	1,343	2,815	4	31,475
317	300	46,805	4,680	437	5,853	3,638	(570)	(35)	76,125
$ 373	$ 648	$ 68,710	$ 7,042	$ 420	$ 5,731	$ 4,981	$ 2,245	$ (31)	$ 107,600

See Independent Auditors' Report

Combining Statement of Cash Flows
Internal Service Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

	800 Mhz Communication	Technology and Innovation	Human Resources	Internal Loan	Pension Administration	Diversity and Inclusion
CASH FLOWS FROM OPERATING ACTIVITIES						
Cash Received for Interfund Services	$ 1,015	$ 31,306	$ 5,443	$ -	$ 1,193	$ 1,467
Cash Paid to Suppliers for Goods and Services	(1,338)	(25,435)	(257)	-	(224)	(109)
Cash Paid to Employees for Services	(615)	(10,992)	(3,785)	-	(740)	(1,203)
Cash Paid For Interfund Services	(508)	(679)	(876)	-	(144)	(123)
Net Cash Provided by (Used for) Operating Activities	(1,446)	(5,800)	525	-	85	32
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES						
Transfers from Other Funds	3	48,972	-	-	-	-
Grant Receipts	897	-	-	-	-	-
Cash Received (Paid) From (For) Other Financing Activities	457	5,221	2	1	-	26
Cash Received (Paid) From (For) Interfund Activity	-	(32,400)	(2)	(243)	(6)	-
Transfers To Other Funds	(183)	(34,897)	(539)	-	-	(43)
Net Cash Provided by (Used for) Noncapital Financing Activities	1,174	(13,104)	(539)	(242)	(6)	(17)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
Capital Contributions	-	-	-	-	-	-
Cash Received (Paid) From Acquisition, Construction, and Sale of Capital Assets Activities	41	21,578	8	-	-	(23)
Principal Payments on Bonds and Loans	-	(875)	-	-	-	-
Interest Paid	(41)	(1,799)	(1)	-	(22)	(2)
Net Cash Provided by (Used for) Capital and Related Financing Activities	-	18,904	7	-	(22)	(25)
CASH FLOWS FROM INVESTING ACTIVITIES						
Interest Received on Investments	51	-	2	112	-	1
Change in Fair Value of Investments	113	-	5	-	-	1
Net Cash Provided by (Used for) Investing Activities	164	-	7	112	-	2
Net Increase (Decrease) in Cash and Cash Equivalents	(108)	-	-	(130)	57	(8)
Cash and Cash Equivalents - October 1	1,197	-	-	2,165	56	125
Cash and Cash Equivalents - September 30	$ 1,089	$ -	$ -	$ 2,035	$ 113	$ 117
Classified As:						
Unrestricted Assets	$ 1,089	$ -	$ -	$ 2,035	$ 113	$ 117
Restricted Assets	-	-	-	-	-	-
	$ 1,089	$ -	$ -	$ 2,035	$ 113	$ 117
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:						
Operating Income (Loss)	$ (1,373)	$ (14,773)	$ 520	$ -	$ 61	$ 15
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:						
Depreciation/Amortization	651	9,807	8	-	-	22
(Increase) Decrease in Accounts Receivable	(1)	-	1	-	(1)	-
(Increase) Decrease in Inventory	-	-	-	-	-	-
(Increase) Decrease in Deposits	-	-	-	-	-	-
(Increase) Decrease in Due From Other Governments	(56)	1	-	-	-	-
Increase (Decrease) in Accounts Payable	(9)	(594)	(9)	-	21	5
Increase (Decrease) in Due to Other Governments	(654)	-	-	-	-	-
Increase (Decrease) in Compensated Absences	(4)	(241)	5	-	4	(10)
Increase (Decrease) in Insurance Deposits	-	-	-	-	-	-
Total Adjustments	(73)	8,973	5	-	24	17
Net Cash Provided by (Used for) Operating Activities	$ (1,446)	$ (5,800)	$ 525	$ -	$ 85	$ 32
Noncash Capital and Related Financing Activities:						
Increase of Assets and Liabilities as a result of Leases and SBITAs	$ 793	$ 3,421	$ -	$ -	$ -	$ -

See Independent Auditors' Report

Combining Statement of Cash Flows
Internal Service Funds
for the Fiscal Year Ended September 30, 2024
(in thousands)

Purchasing	Accounting	Garage	Risk Management	Revenue Collection	Utility Services	Environmental Services and Facilities Management (ESFM)	Wholesale Energy Services	Community Relations	Total Internal Service Funds
$ 1,832	$ 6,423	$ 37,003	$ 14,510	$ 2,274	$ 22,697	$ 7,405	$ 103,076	$ 2,022	$ 237,666
(60)	(1,364)	(11,278)	(16,203)	(351)	(2,715)	(3,059)	(105,283)	(241)	(167,917)
(1,912)	(4,477)	(6,920)	(1,731)	(1,519)	(15,683)	(3,443)	(506)	(1,535)	(55,061)
(271)	(384)	(3,114)	(192)	(282)	(3,815)	(718)	(71)	(158)	(11,335)
(411)	198	15,691	(3,616)	122	484	185	(2,784)	88	3,353
$ -	-	10,189	422	-	16	1,022	-	-	60,624
-	-	-	-	-	-	-	-	-	897
492	250	5,240	389	1	50	(67)	-	5	12,067
(14)	(28)	-	(7)	(15)	-	(14)	7,328	(4)	(25,405)
-	-	(1,346)	-	(135)	(802)	(21)	-	-	(37,966)
478	222	14,083	804	(149)	(736)	920	7,328	1	10,217
-	-	-	-	-	-	287	-	-	287
(32)	(242)	(31,663)	-	-	333	(427)	-	-	(10,427)
-	-	-	-	-	-	-	-	-	(875)
(3)	(6)	(77)	-	-	(6)	-	-	(3)	(1,960)
(35)	(248)	(31,740)	-	-	327	(140)	-	(3)	(12,975)
8	25	637	658	18	147	109	1,210	-	2,978
20	67	-	1,180	48	377	38	2,831	1	4,681
28	92	637	1,838	66	524	147	4,041	1	7,659
60	264	(1,329)	(974)	39	599	1,112	8,585	87	8,254
170	1,028	18,561	19,936	157	6,099	2,651	549	70	52,764
$ 230	$ 1,292	$ 17,232	$ 18,962	$ 196	$ 6,698	$ 3,763	$ 9,134	$ 157	$ 61,018
$ 230	$ 1,292	$ 17,232	$ 18,962	$ 196	$ 6,698	$ 3,763	$ 9,134	$ 157	$ 61,018
-	-	-	-	-	-	-	-	-	-
$ 230	$ 1,292	$ 17,232	$ 18,962	$ 196	$ 6,698	$ 3,763	$ 9,134	$ 157	$ 61,018
$ (461)	$ 11	$ 7,287	$ (267)	$ 50	$ 98	$ (29)	$ (1,231)	$ 1	$ (10,091)
63	237	6,715	1	28	151	122	-	1	17,806
(1)	1	(26)	1	1	-	-	(54)	-	(79)
-	-	235	-	-	-	-	(1,361)	-	(1,126)
-	-	-	-	-	-	-	(135)	-	(135)
-	-	46	-	1	1	-	138	-	131
14	(61)	1,461	14	28	200	14	(134)	12	962
-	-	-	-	-	-	-	-	-	(654)
(26)	10	(27)	(5)	14	34	78	(7)	74	(101)
-	-	-	(3,360)	-	-	-	-	-	(3,360)
50	187	8,404	(3,349)	72	386	214	(1,553)	87	13,444
$ (411)	$ 198	$ 15,691	$ (3,616)	$ 122	$ 484	$ 185	$ (2,784)	$ 88	$ 3,353
$ -	$ -	$ 1,792	$ -	$ -	$ 126	$ -	$ -	$ -	$ 6,132

See Independent Auditors' Report

CITY OF TALLAHASSEE

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Pension and Other Employee Benefit Trust Funds

Pension Trust	Accounts for the accumulation of resources to be used for retirement annuity payments to City employees for the Defined Contribution Plan. The Defined Contribution Plan covers all employees.
Matched Annuity Pension Plan	Accounts for the accumulation of resources to be used for retirement annuity payments to City employees for the Defined Contribution Plan. The Defined Contribution Plan covers all employees.
OPEB Trust	Accounts for the accumulation of resources to be used for benefit payments for retirees' health care costs.

Combining Statement of Net Position
Pension and Other Employee Benefit Trust Funds
September 30, 2024
(in thousands)

	Pension Trust Fund	Matched Annuity Pension Plan	OPEB Trust	Total
ASSETS				
Cash and Cash Equivalents	$ 14,953	$ 13	$ 1,163	$ 16,129
Receivables				
Other Receivables	-	24	-	24
Accrued Interest	6,080	-	6	6,086
Total Receivables	6,080	24	6	6,110
Investments, at Fair Value				
Mutual Index Funds	-	190,517	-	190,517
Private Equities	270,111	-	-	270,111
Fixed Income Securities	378,330	-	-	378,330
Domestic Equities	870,000	-	16,409	886,409
International Equities	206,427	-	-	206,427
Private Credit Funds	153,174	-	-	153,174
Alternative Investments	282,997	-	-	282,997
Timber	117,818	-	-	117,818
Total Investments	2,278,857	190,517	16,409	2,485,783
Securities Lending Collateral	65,504	-	190	65,694
Total Assets	$ 2,365,394	$ 190,554	$ 17,768	$ 2,573,716
LIABILITIES				
Obligations Under Securities Lending	$ 65,504	$ -	$ 190	$ 65,694
Total Liabilities	65,504	-	190	65,694
NET POSITION				
Net Position Restricted for Pensions	2,299,890	190,554	-	2,490,444
Net Position Restricted for OPEB	-	-	17,578	17,578
Total Net Position	2,299,890	190,554	17,578	2,508,022
Total Liabilities and Net Position	$ 2,365,394	$ 190,554	$ 17,768	$ 2,573,716

See Independent Auditors' Report

Combining Statement of Changes in Net Position
Pension and Other Employee Benefit Trust Funds
For the Fiscal Year Ended September 30, 2024
(in thousands)

	Pension Trust Fund	Matched Annuity Pension Plan	OPEB Trust	Total
ADDITIONS				
Contributions				
Employer	$ 43,165	$ 1,110	$ 2,538	$ 46,813
Plan Members	14,090	-	-	14,090
Total Contributions	57,255	1,110	2,538	60,903
Investment Income (Loss) From Investment Activities				
Gain (Loss) on Sale of Investments	127,050	-	128	127,178
Change in Fair Value of Investments	146,990	40,190	3,463	190,643
Interest Income	25,842	4,573	361	30,776
Dividends	20,938	-	-	20,938
Total Investment Income (Loss)	320,820	44,763	3,952	369,535
Less Investment Expenses				
Investment Management Fees	6,695	-	8	6,703
Interest Expense	130	-	-	130
Net Income (Loss) from Investment Activities	313,995	44,763	3,944	362,702
From Securities Lending Activities				
Securities Lending Income	5,253	-	-	5,253
Less Securities Lending Expenses				
Investment Management Fees	5,003	-	-	5,003
Net Income (Loss) from Securities Lending Activities	250	-	-	250
Total Net Income (Loss) from Investment Activities	314,245	44,763	3,944	362,952
Total Additions	371,500	45,873	6,482	423,855
DEDUCTIONS				
Benefits	126,825	10,294	2,064	139,183
Refunds of Contributions	1,443	-	-	1,443
Administrative Expense	1,204	-	-	1,204
Total Deductions	129,472	10,294	2,064	141,830
Change in Net Position	242,028	35,579	4,418	282,025
Net Position - October 1	2,057,862	154,975	13,160	2,225,997
Net Position - September 30	$ 2,299,890	$ 190,554	$ 17,578	$ 2,508,022

See Independent Auditors' Report

CITY OF TALLAHASSEE

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Supplemental Information

The following schedules provide a summary of the debt service requirements for the City's outstanding bond issues:

- Capital Refunding Revenue Bonds, Series 2009
- Capital Bonds, Series 2018
- Capital Bonds, Series 2021
- Capital Refunding Bonds, Series 2022
- Capital Bonds, Series 2024
- Energy System Refunding Revenue Bonds, Series 2017
- Energy System Refunding Revenue Bonds, Series 2020
- Energy System Refunding Revenue Bonds, Series 2023
- Energy System Refunding Revenue Bonds, Series 2024
- Consolidated Utility System Revenue Bonds, Series 2018
- Consolidated Utility System Refunding Revenue Bonds, Series 2020
- Consolidated Utility System Refunding Revenue Bonds, Series 2023
- Consolidated Utility System Revenue Bonds, Series 2024
- Consolidated Utility System Refunding Revenue Bonds, Series 2024A
- Transportation Improvement Bond, Series 2019

Capital Refunding Revenue Bonds, Series 2009
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 1,150	$ 198	$ 1,348
2026	1,195	155	1,350
2027	1,240	109	1,349
2028	550	76	626
2029	570	55	625
2030	590	34	624
2031	615	11	626
Totals	$ 5,910	$ 638	$ 6,548

See Independent Auditors' Report

Capital Bonds, Series 2018
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 1,115	$ 1,094	$ 2,209
2026	1,175	1,038	2,213
2027	1,230	979	2,209
2028	1,290	918	2,208
2029	1,355	853	2,208
2030	1,425	785	2,210
2031	1,495	714	2,209
2032	1,570	640	2,210
2033	1,650	561	2,211
2034	1,730	479	2,209
2035	1,820	392	2,212
2036	1,910	301	2,211
2037	2,005	205	2,210
2038	2,105	105	2,210
Totals	$ 21,875	$ 9,064	$ 30,939

See Independent Auditors' Report

Capital Bonds, Series 2021
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 885	$ 45	$ 930
2026	900	34	934
2027	910	23	933
2028	920	11	931
Totals	$ 3,615	$ 113	$ 3,728

See Independent Auditors' Report

Capital Refunding Bonds, Series 2022
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 2,180	$ 889	$ 3,069
2026	2,255	814	3,069
2027	2,335	735	3,070
2028	2,415	654	3,069
2029	2,500	570	3,070
2030	2,590	483	3,073
2031	2,680	393	3,073
2032	2,770	299	3,069
2033	2,870	203	3,073
2034	2,965	103	3,068
Totals	$ 25,560	$ 5,143	$ 30,703

See Independent Auditors' Report

Capital Bonds, Series 2024
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 80	$ 3,256	$ 3,336
2026	75	3,252	3,327
2027	85	3,248	3,333
2028	415	3,244	3,659
2029	365	3,223	3,588
2030	380	3,205	3,585
2031	400	3,185	3,585
2032	1,050	3,165	4,215
2033	1,095	3,113	4,208
2034	1,160	3,058	4,218
2035	780	3,000	3,780
2036	820	2,961	3,781
2037	865	2,920	3,785
2038	905	2,877	3,782
2039	2,400	2,832	5,232
2040	2,515	2,712	5,227
2041	2,645	2,586	5,231
2042	2,775	2,454	5,229
2043	2,915	2,315	5,230
2044	3,060	2,169	5,229
2045	5,490	2,016	7,506
2046	5,760	1,742	7,502
2047	6,050	1,454	7,504
2048	6,355	1,151	7,506
2049	6,670	833	7,503
2050	1,810	500	2,310
2051	1,900	409	2,309
2052	1,995	314	2,309
2053	2,095	215	2,310
2054	2,200	110	2,310
Totals	$ 65,110	$ 67,519	$ 132,629

See Independent Auditors' Report

Energy System Refunding Revenue Bonds, Series 2017
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 4,900	$ 6,188	$ 11,088
2026	5,725	5943	11,668
2027	6,000	5,657	11,657
2028	6,350	5,357	11,707
2029	12,500	5,040	17,540
2030	12,500	4,415	16,915
2031	12,500	3,790	16,290
2032	13,500	3,165	16,665
2033	14,500	2,490	16,990
2034	15,000	1,765	16,765
2035	7,520	1,015	8,535
2036	7,000	639	7,639
2037	5,775	289	6,064
Totals	$ 123,770	$ 45,753	$ 169,523

See Independent Auditors' Report

Energy System Refunding Revenue Bonds, Series 2020
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 10,190	$ 2,090	$ 12,280
2026	10,050	1,580	11,630
2027	10,540	1,077	11,617
2028	11,010	550	11,560
Totals	$ 41,790	$ 5,297	$ 47,087

See Independent Auditors' Report

Energy System Refunding Revenue Bonds, Series 2023
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 6,400	$ 1,484	$ 7,884
2026	6,570	1,307	7,877
2027	6,760	1,124	7,884
2028	6,940	937	7,877
2029	7,135	745	7,880
2030	7,330	547	7,877
2031	7,540	344	7,884
2032	4,890	135	5,025
Totals	$ 53,565	$ 6,623	$ 60,188

See Independent Auditors' Report

Energy System Refunding Revenue Bonds, Series 2024
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 460	$ 11,287	$ 11,747
2026	1,885	9,937	11,822
2027	1,995	9,842	11,837
2028	2,110	9,743	11,853
2029	11,185	9,637	20,822
2030	13,315	9,078	22,393
2031	10,410	8,412	18,822
2032	8,415	7,891	16,306
2033	13,535	7,471	21,006
2034	10,515	6,794	17,309
2035	19,270	6,268	25,538
2036	21,130	5,305	26,435
2037	16,630	4,248	20,878
2038	17,465	3,417	20,882
2039	18,335	2,543	20,878
2040	19,255	1,627	20,882
2041	6,480	664	7,144
2042	6,800	340	7,140
Totals	$ 199,190	$ 114,504	$ 313,694

See Independent Auditors' Report

Consolidated Utility System Revenue Bonds, Series 2018
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 1,840	$ 1,803	$ 3,643
2026	1,930	1,711	3,641
2027	2,030	1,614	3,644
2028	2,130	1,513	3,643
2029	2,235	1,406	3,641
2030	2,345	1,294	3,639
2031	2,465	1,177	3,642
2032	2,590	1,054	3,644
2033	2,715	924	3,639
2034	2,855	789	3,644
2035	2,995	646	3,641
2036	3,145	496	3,641
2037	3,305	339	3,644
2038	3,470	174	3,644
Totals	$ 36,050	$ 14,940	$ 50,990

See Independent Auditors' Report

Consolidated Utility System Refunding Revenue Bonds, Series 2020
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 2,675	$ 274	$ 2,949
2026	2,810	141	2,951
Totals	$ 5,485	$ 415	$ 5,900

See Independent Auditors' Report

Consolidated Utility System Refunding Revenue Bonds, Series 2023
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 3,040	$ 918	$ 3,958
2026	3,130	830	3,960
2027	3,215	740	3,955
2028	3,370	647	4,017
2029	3,530	549	4,079
2030	3,700	447	4,147
2031	2,015	341	2,356
2032	2,175	282	2,457
2033	2,350	219	2,569
2034	2,530	151	2,681
2035	2,710	78	2,788
Totals	$ 31,765	$ 5,202	$ 36,967

See Independent Auditors' Report

Consolidated Utility System Revenue Bonds, Series 2024
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 1,760	$ 2,233	$ 3,993
2026	1,845	2,145	3,990
2027	1,935	2,053	3,988
2028	2,035	1,956	3,991
2029	2,130	1,854	3,984
2030	2,240	1,748	3,988
2031	2,350	1,636	3,986
2032	2,470	1,518	3,988
2033	2,595	1,395	3,990
2034	2,725	1,265	3,990
2035	2,860	1,129	3,989
2036	3,000	986	3,986
2037	3,150	836	3,986
2038	3,305	678	3,983
2039	815	513	1,328
2040	855	472	1,327
2041	900	429	1,329
2042	945	384	1,329
2043	990	337	1,327
2044	1,040	288	1,328
2045	1,095	236	1,331
2046	1,150	181	1,331
2047	1,205	123	1,328
2048	1,265	63	1,328
Totals	$ 44,660	$ 24,458	$ 69,118

See Independent Auditors' Report

Consolidated Utility System Refunding Revenue Bonds, Series 2024A
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 4,300	$ 9,050	$ 13,350
2026	4,520	8,835	13,355
2027	7,700	8,609	16,309
2028	8,020	8,224	16,244
2029	8,365	7,823	16,188
2030	8,715	7,404	16,119
2031	10,940	6,969	17,909
2032	11,380	6,422	17,802
2033	11,840	5,853	17,693
2034	12,315	5,261	17,576
2035	12,830	4,645	17,475
2036	16,265	4,003	20,268
2037	17,075	3,190	20,265
2038	17,930	2,336	20,266
2039	25,125	1,440	26,565
2040	3,675	184	3,859
Totals	$ 180,995	$ 90,248	$ 271,243

See Independent Auditors' Report

Transportation Improvement Bond, Series 2019
September 30, 2024
(in thousands)

Fiscal Year	Principal	Interest	Total
2025	$ 907	$ 86	$ 993
2026	928	65	993
2027	949	44	993
2028	970	22	992
Totals	$ 3,754	$ 217	$ 3,971

See Independent Auditors' Report

STATISTICAL SECTION



This part of the City's Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, notes disclosures, and required supplementary information says about the City's overall financial health.

Contents **Page**

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Net Position by Component 172
Changes in Net Position 173
Fund Balances, Governmental Funds 176
Changes in Fund Balances, Governmental Funds 177

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant revenue source, the property tax.

Assessed Value and Estimated Actual Value of Taxable Property 178
Direct and Overlapping Property Tax Rates 179
Principal Property Taxpayers 180
Property Tax Levies and Collections 181
Assessed Valuations, Millage and Taxes Levied and Collected 182

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the Agency's ability to issue additional debt in the future.

Ratios of Outstanding Debt by Type 183
Ratios of General Bonded Debt Outstanding 184
Direct and Overlapping Governmental Activities Debt 185
Computation of Legal Debt Margin 186
Revenue Bond Coverage:
Energy System Revenue Bonds 187
Consolidated System Utility Revenue Bonds 188

Sources: Unless otherwise noted, the information in these schedules is derived from the City's Annual Comprehensive Financial Reports for the relevant year.

Contents **Page**

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

Demographic Statistics....189

Principal Employers....190

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.

Full-time Equivalent City Government Employees by Function/Program....191

Operating Indicators by Function/Program....192

Capital Assets Statistics by Function/Program....193

Miscellaneous Statistical Data....194

Schedule of Insurance....195

Sources: Unless otherwise noted, the information in these schedules is derived from the City's Annual Comprehensive Financial Reports for the relevant year.

Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Governmental activities										
Net Investment in Capital Assets	$ 560,847	$ 696,039	$ 652,995	$ 683,773	$ 718,180	$ 731,038	$ 729,969	$ 762,798	$ 729,307	$ 742,216
Restricted	179,073	96,363	94,221	93,264	82,797	83,814	114,361	100,167	99,999	99,012
Unrestricted	(128,678)	(164,917)	(124,652)	(164,776)	(150,599)	(113,386)	(121,288)	(65,648)	(56,664)	(56,651)
Total governmental activities net position	$ 611,242	$ 627,485	$ 622,564	$ 612,261	$ 650,378	$ 701,466	$ 723,042	$ 797,317	$ 772,642	$ 784,577
Business activities										
Net Investment in Capital Assets	$ 927,864	$ 884,406	$ 829,331	$ 866,359	$ 895,189	$ 899,679	$ 884,077	$ 863,179	$ 840,415	$ 809,395
Restricted	292,847	288,277	263,086	233,085	195,053	231,785	219,942	202,210	194,185	201,116
Unrestricted	145,483	140,128	159,214	162,577	194,659	170,891	152,743	198,232	199,519	202,099
Total Business activities net position	$ 1,366,194	$ 1,312,811	$ 1,251,631	$ 1,262,021	$ 1,284,901	$ 1,302,355	$ 1,256,762	$ 1,263,621	$ 1,234,119	$ 1,212,610
Primary government										
Net Investment in Capital Assets	$ 1,488,711	$ 1,580,445	$ 1,482,326	$ 1,550,132	$ 1,613,369	$ 1,630,717	$ 1,614,046	$ 1,625,977	$ 1,569,722	$ 1,551,611
Restricted	471,920	384,640	357,307	326,349	277,850	315,599	334,303	302,377	294,184	300,128
Unrestricted	16,805	(24,789)	34,562	(2,199)	44,060	57,505	31,455	132,584	142,855	145,448
Total primary government net position	$ 1,977,436	$ 1,940,296	$ 1,874,195	$ 1,874,282	$ 1,935,279	$ 2,003,821	$ 1,979,804	$ 2,060,938	$ 2,006,761	$ 1,997,187

Changes in Net Position
Last of Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Expenses										
Governmental Activities:										
General Government	$ 39,794	$ 28,106	$ 21,134	$ 37,418	$ 43,265	$ 32,747	$ 21,049	$ 26,625	$ 15,295	$ 32,352
Public Safety	99,454	75,137	64,359	92,546	95,816	70,088	55,737	77,197	68,901	61,703
Transportation	31,420	24,746	16,628	18,692	23,029	24,197	42,106	20,164	20,530	19,928
Human Services	17,782	15,126	13,436	10,398	9,073	4,893	4,971	4,652	3,565	3,097
Economic Development	11,229	19,538	2,630	15,709	10,933	6,587	6,956	7,238	8,996	7,337
Physical Environment	20,153	6,486	5,691	6,683	7,217	16,786	5,530	7,693	7,943	1,489
Culture and Recreation	29,839	24,958	23,637	21,187	22,188	26,536	24,331	27,620	26,396	22,289
Unallocated Depreciation on Infrastructure	35,835	35,525	35,031	34,173	33,277	32,395	31,810	28,297	29,228	27,477
RTU Amortization Expense	282	279	284	-	-	-	-	-	-	-
SBITA Amortization Expense	214	247	-	-	-	-	-	-	-	-
Interest on Long-Term Debt	4,935	3,472	3,563	3,542	3,890	4,635	3,610	3,572	4,058	4,966
Total governmental activities expenses	290,937	233,620	186,393	240,348	248,688	218,864	196,100	203,058	184,912	180,638
Business-type activities										
Electric	290,774	283,254	292,336	252,323	272,743	252,552	240,872	228,137	247,370	248,266
Gas	23,706	23,558	24,611	21,751	21,927	21,741	21,019	20,962	20,744	28,480
Sewer	82,440	78,491	74,193	77,383	83,571	52,753	76,701	51,629	53,274	46,804
Water	44,881	42,121	40,512	40,472	36,486	36,345	31,888	32,093	29,401	24,770
Airport	24,457	22,249	21,163	20,658	20,784	19,851	18,517	18,053	16,885	19,120
StarMetro	34,438	35,100	30,007	27,085	26,962	23,869	21,547	20,753	22,018	21,397
Solid Waste	43,864	32,288	28,876	29,798	27,654	26,441	24,551	21,285	20,874	20,700
Golf	1,234	1,394	1,279	1,057	926	968	1,271	864	927	973
Stormwater Management	22,571	20,842	20,186	20,965	14,886	19,618	16,893	15,440	14,944	14,837
Fire Services	54,880	52,308	50,547	48,090	48,437	45,836	43,698	42,475	40,797	36,787
Total business-type activities expenses	623,245	591,605	583,710	539,582	554,376	499,974	496,957	451,691	467,234	462,134
Total primary government expenses	$ 914,182	$ 825,225	$ 770,103	$ 779,930	$ 803,064	$ 718,838	$ 693,057	$ 654,749	$ 652,146	$ 642,772

Changes in Net Position
Last of Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Program Revenues										
Governmental Activities:										
Charges for Services:										
General Government	$ 3,302	$ 2,470	$ 2,360	$ 2,259	$ 2,293	$ 2,310	$ 2,230	$ 2,991	$ 2,520	$ 2,192
Public Safety	1,631	1,435	1,623	1,263	1,537	1,261	1,876	2,026	2,051	2,487
Transportation	5,130	3,515	4,082	3,181	3,388	2,961	2,572	2,550	2,698	2,540
Human Services	1,509	1,377	1,143	1,143	1,745	1,421	1,072	953	1,022	965
Economic Development	342	288	224	56	3	8	11	10	14	-
Physical Environment	2,843	2,251	2,642	2,286	1,072	1,323	1,133	1,174	1,004	1,187
Culture and Recreation	4,595	4,449	3,971	3,125	2,598	3,846	3,755	3,745	3,903	3,956
Operating Grants and Contributions	24,534	23,339	13,485	20,234	13,251	7,173	4,384	10,270	8,250	1,549
Capital Grants and Contributions	4,988	4,393	3,609	5,118	4,243	1,160	-	-	-	13
Total Governmental Activities Program Revenues	48,874	43,517	33,139	38,665	30,130	21,463	17,033	23,719	21,462	14,889
Business-type Activities:										
Charges for Services:										
Electric	316,297	314,398	322,217	275,631	271,250	284,736	281,375	269,704	268,262	286,271
Gas	31,225	32,058	32,228	27,034	27,035	26,984	29,122	25,889	26,963	34,564
Sewer	82,265	87,647	79,708	73,002	71,413	69,325	68,180	63,351	61,759	62,184
Water	47,211	49,142	44,303	40,725	41,481	38,226	35,293	34,342	33,290	30,787
Airport	17,613	16,406	15,164	11,396	11,012	14,466	13,176	13,241	14,090	12,840
StarMetro	6,904	7,524	6,075	4,261	4,048	4,757	5,786	5,007	5,548	4,705
Solid Waste	38,233	34,587	32,327	31,144	29,393	25,686	24,674	24,215	22,508	23,553
Golf	1,387	1,533	1,608	1,146	759	955	765	794	786	771
Stormwater Management	24,136	24,267	20,871	21,043	21,110	22,722	19,250	18,198	17,946	18,380
Fire Services	55,724	53,693	52,853	46,310	45,553	45,239	43,021	42,777	41,469	32,772
Operating Grants and Contributions	6,166	21,114	9,346	8,390	26,101	4,620	4,853	4,825	8,977	5,465
Capital Grants and Contributions	24,902	37,374	37,099	15,160	15,496	10,332	14,251	13,347	12,865	16,395
Total Business-type Activities Program Revenues	652,063	679,743	653,799	555,242	564,651	548,048	539,746	515,690	514,463	528,687
Total Primary Government Program Revenues	$ 700,937	$ 723,260	$ 686,938	$ 593,907	$ 594,781	$ 569,511	$ 556,779	$ 539,409	$ 535,925	$ 543,576
Net (Expenses) Revenues										
Governmental Activities	$ (242,063)	$ (190,103)	$ (153,254)	$ (201,683)	$ (218,558)	$ (197,401)	$ (179,067)	$ (179,339)	$ (163,450)	$ (165,749)
Business-Type Activities	28,818	88,138	70,089	15,660	10,275	48,074	42,789	63,999	47,229	66,553
Total Primary Government Net Expenses	$ (213,245)	$ (101,965)	$ (83,165)	$ (186,023)	$ (208,283)	$ (149,327)	$ (136,278)	$ (115,340)	$ (116,221)	$ (99,196)

Changes in Net Position
Last of Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
General Revenues and Other Changes in Net Position										
Governmental Activities:										
Property Taxes, Levied for General Purposes	$ 67,247	$ 57,918	$ 51,416	$ 50,169	$ 47,198	$ 44,152	$ 41,485	$ 39,430	$ 38,908	$ 32,947
Public Service Tax	28,005	25,720	24,756	24,432	24,385	24,263	23,692	22,812	22,950	23,728
Permits and Fees	6,641	6,097	4,291	3,582	3,484	4,229	4,441	5,817	6,182	5,101
Grants and Contributions Not Restricted to Specific Programs	41,770	40,968	40,335	35,095	35,173	33,306	32,478	85,024	30,154	28,304
Unrestricted Investment Earnings	4,848	2,740	1,186	1,997	3,062	3,352	2,763	2,438	3,204	3,044
Net Securities Lending Income	13	5	6	3	3	2	2	2	5	-
Net Increase (Decrease) in Fair Value of Investments	2,340	325	(3,231)	(619)	450	1,248	(806)	(526)	178	14
Miscellaneous	22,214	14,040	3,943	7,834	3,844	7,781	8,828	14,251	14,475	7,634
Transfers	52,742	47,211	40,855	41,073	57,371	56,756	36,971	34,766	35,459	33,075
Total Governmental Activities	225,820	195,024	163,557	163,566	174,970	175,089	149,854	204,014	151,515	133,847
Business-Type Activities:										
Grants and Contributions, not restricted to specific programs	4,445	2,078	2,008	2,008	2,004	1,997	1,989	1,983	1,985	
Unrestricted Investment Earnings	18,492	10,783	2,436	6,430	14,063	12,415	7,234	5,539	7,525	6,684
Net Securities Lending Income	108	58	19	12	14	10	7	5	11	-
Net Increase (Decrease) in Fair Value of Investments	33,059	4,367	(46,942)	(6,544)	5,856	16,446	(8,700)	(3,418)	739	52
Miscellaneous	21,203	2,967	2,855	627	205	1,856	23,655	(337)	1,094	19
Transfers	(52,742)	(47,211)	(40,855)	(41,073)	(57,371)	(56,756)	(36,971)	(34,766)	(35,459)	(33,075)
Total Business-type Activities	24,565	(26,958)	(80,479)	(38,540)	(35,229)	(24,032)	(12,786)	(30,994)	(24,105)	(26,320)
Total Primary Government	$ 250,385	$ 168,066	$ 83,078	$ 125,026	$ 139,741	$ 151,057	$ 137,068	$ 173,020	$ 127,410	$ 107,527
Change in Net Position										
Governmental Activities	$ (16,243)	$ 4,921	$ 10,303	$ (38,117)	$ (43,588)	$ (22,312)	$ (29,213)	$ 24,675	$ (11,935)	$ (31,902)
Business Activities	53,383	61,180	(10,390)	(22,880)	(24,954)	24,042	30,003	33,005	23,124	40,233
Total Primary Government	$ 37,140	$ 66,101	$ (87)	$ (60,997)	$ (68,542)	$ 1,730	$ 790	$ 57,680	$ 11,189	$ 8,331

Fund Balances, Governmental Funds
Last Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
General Fund										
Nonspendable	$ 1,962	$ 1,661	$ 1,553	$ 1,241	$ 1,154	$ 1,500	$ 1,186	$ 1,147	$ 1,513	$ 809
Spendable:										
Committed	27,243	25,070	21,033	21,011	16,846	-	23,306	26,492	25,251	25,420
Assigned	2,755	1,150	251	2,012	2,578	-	3,076	5,192	2,479	2,479
Unassigned	1,207	2,271	1,972	2,565	2,481	1,541	804	2,952	6,544	1,041
Total General Fund	$ 33,167	$ 30,152	$ 24,809	$ 26,829	$ 23,059	$ 3,041	$ 28,372	$ 35,783	$ 35,787	$ 29,749
All Other Governmental Funds Unreserved, reported in:										
Non-Spendable	$ -	$ 11,960	$ 503	$ 205	$ -	$ 594	$ -	$ 620	$ 584	$ 580
Spendable:										
Restricted	60,613	39,260	48,743	54,465	44,290	59,785	58,904	39,487	39,331	44,722
Committed	89,775	29,725	27,737	27,826	16,033	21,256	25,322	23,160	24,227	23,715
Assigned	-	-	-	-	-	-	1,990	57	161	-
Unassigned	(2,845)	(14,734)	(6,916)	(1,172)	(613)	-	283	1,060	(91)	(148)
Total all Other Governmental Funds	$ 147,543	$ 66,211	$ 70,067	$ 81,324	$ 59,710	$ 81,635	$ 86,499	$ 64,384	$ 64,212	$ 68,869

Note: In accordance with requirements of GASB Statement 54, which was effective for periods beginning after June 15, 2010, fund balances are classified based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Revenues										
Taxes	$ 95,252	$ 83,632	$ 76,170	$ 74,602	$ 71,582	$ 68,419	$ 65,174	$ 62,243	$ 61,858	$ 56,675
Licenses and Permits	9,502	8,375	6,964	5,819	4,455	5,574	5,576	6,978	7,168	6,176
Intergovernmental Revenues	70,157	65,906	56,720	59,133	52,907	40,116	42,405	49,151	42,605	33,231
Charges for Services	16,167	14,209	12,640	10,745	9,620	10,044	9,151	8,830	9,385	9,043
Fines and Forfeitures	1,066	923	1,082	879	998	726	826	970	1,119	1,550
Net Investment Earnings	4,681	2,595	1,091	1,956	2,736	3,174	2,602	2,169	2,841	2,847
Securities Lending Income	101	35	15	3	6	8	4	6	11	-
Net Inc (Dec) in the Fair Value of Investments	2,221	299	(2,939)	(584)	422	1,163	(822)	(429)	145	12
Miscellaneous Revenues	13,796	14,166	11,360	10,881	16,881	13,770	13,209	14,889	16,070	15,631
Total Revenues	212,943	190,140	163,103	163,434	159,607	142,994	138,125	144,807	141,202	125,165
Expenditures										
General Government	33,953	34,371	32,516	40,905	33,918	44,974	28,938	28,611	28,589	30,497
Public Safety	93,491	86,580	83,748	74,633	74,553	70,743	69,665	66,808	64,603	58,615
Transportation	38,874	33,842	34,047	27,996	43,221	35,952	38,194	31,212	32,026	33,231
Human Services	17,394	15,200	14,005	9,690	8,507	4,718	4,954	4,487	3,415	2,955
Economic Environment	11,042	16,735	8,155	15,641	10,903	7,296	8,837	7,178	8,093	7,636
Physical Environment	26,416	6,851	6,590	6,852	6,712	21,843	5,670	9,681	9,515	3,390
Cultural and Recreation	29,782	27,565	23,878	20,479	20,405	25,527	23,948	23,306	23,770	21,986
Securities Lending Expense:										
Interest	88	28	7	-	1	6	1	2	2	-
Agent Fees	-	2	-	-	-	-	-	-	1	-
Debt Service:										
Principal Retired	8,715	8,814	10,215	9,266	8,873	8,189	7,325	8,119	7,530	6,620
Interest and Fiscal Charges	4,211	2,926	4,309	4,339	4,624	5,315	3,948	4,226	4,502	5,324
Bond Issuance Costs	-	-	40	84	-	-	210	5	-	-
Total Expenditures	263,966	232,914	217,510	209,885	211,717	224,563	191,690	183,635	182,046	170,254
Excess of Revenues Over (Under) Expenditures	(51,023)	(42,774)	(54,407)	(46,451)	(52,110)	(81,569)	(53,565)	(38,828)	(40,844)	(45,089)
Other Financing Sources (Uses):										
Transfers In	69,466	64,756	65,909	71,147	86,390	73,682	62,845	60,433	59,942	55,167
Transfers Out	(30,038)	(23,238)	(24,777)	(29,959)	(28,874)	(27,674)	(26,383)	(24,283)	(24,823)	(21,426)
Sale of Capital Assets	862	2,743	-	3,641	187	4,630	838	2,846	5,370	317
Proceeds from Loans from Other Funds		-	-	11,260	-	-	-	-	1,736	-
Proceeds from Sale of Bonds and Loans	90,110	-	-	-	-	-	-	-	-	-
Premium from Bond Issuance	4,970	-	-	-	-	-	-	-	-	-
Refunding Bond Issue	-	-	-	-	-	-	30,969	-	-	-
Total Other Financing Sources (Uses)	135,370	44,261	41,132	56,089	57,703	50,638	68,269	38,996	42,225	34,058
Net Change in Fund Balances	$ 84,347	$ 1,487	$ (13,275)	$ 9,638	$ 5,593	$ (30,931)	$ 14,704	$ 168	$ 1,381	$ (11,031)
Debt Services as a Percentage of Noncapital Expenditures	5.32%	5.54%	6.99 %	6.78 %	6.73 %	5.62 %	6.60 %	10.05 %	7.22 %	7.12 %

Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(in thousands)

Fiscal Year	Real Property	Personal Property	Centrally Assessed Property	Less: Tax- Exempt Property	Total Taxable Assessed Value [1]	Total Direct Tax Rate	Estimated Actual Taxable Value [2]	Taxable Assessed Value as a Percentage of Actual Taxable Value [3]
2015	$ 15,242,081	$ 1,696,448	$ 6,113	$ 7,718,416	$ 9,226,226	3.70%	$ 19,934,875	46.28%
2016	15,744,126	1,701,380	6,175	7,857,175	9,594,506	4.20	20,531,389	46.73
2017	16,904,533	1,637,177	6,532	8,074,382	10,473,860	4.10	21,821,461	48.00
2018	16,898,065	1,635,772	6,447	8,077,231	10,463,053	4.10	21,812,098	47.97
2019	18,947,903	1,732,595	6,539	8,741,897	11,945,140	4.10	24,337,690	49.08
2020	20,053,175	1,731,585	2,647	9,059,939	12,727,468	4.10	21,787,407	58.42
2021	20,954,844	1,748,069	2,706	9,442,398	13,263,221	4.10	26,712,493	49.65
2022	23,273,656	1,773,526	2,086	10,562,193	14,487,075	4.10	29,470,575	49.16
2023	25,971,668	1,857,123	2,847	12,134,580	15,697,058	4.10	23,656,892	66.35
2024	27,804,144	1,914,091	3,004	12,661,980	17,059,259	4.45	25,263,053	67.53

Source: Leon County Property Appraiser

Note: Assessed values are determined as of January 1 for each fiscal year.

[1] Total assessed values less exemptions

[2] Estimated actual value is based on the assumption that the assessed values is 85% of the actual value.

[3] Calculated Figure

See Independent Auditors' Report

Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years
(Rate per 1,000 of assessed value)

	Direct	Overlapping				
	City of Tallahassee	Leon County School Board		Leon County	N.W . Fla Water Management	
Fiscal Year	Operating	Operating	Debt Service	Operating	Operating	Total
2015	3.70	7.38	-	8.31	0.04	19.43
2016	4.20	7.20	-	8.81	0.04	20.25
2017	4.10	6.85	-	8.31	0.04	19.30
2018	4.10	6.34	-	8.31	0.04	18.79
2019	4.10	6.17	-	8.31	0.04	18.62
2020	4.10	6.17	-	8.31	0.04	18.62
2021	4.10	6.25	-	8.31	0.03	18.69
2022	4.10	5.84	-	8.31	0.03	18.28
2023	4.10	5.81	-	8.31	0.02	18.59
2024	4.45	5.46	-	8.31	0.02	18.24

Source: Leon County Tax Collector

See Independent Auditors' Report

Principal Property Taxpayers
Current Year and Nine Years Ago
(in thousands)

		2024			2015		
Tax payer	Type of Business	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Smith Interest General Partnership	Retail	$ 166,707	1	0.98%	$ 124,943	2	1.35%
510 West Virginia Street	Real Estate	83,758	2	0.49	-		-
Tallahassee Medical Center, Inc.	Medical	79,017	3	0.46	67,950	4	0.74
District Joint Venture, LLC	Real Estate	76,212	4	0.45	-		-
Campbell Tallahassee, LLC	Real Estate	62,432	5	0.37			-
Grove Park Apartments, LLC	Real Estate	61,299	6	0.36	-		-
Woodlands of Tallahassee	Real Estate	57,956	7	0.34			0
Tallahassee-Westcott, LLC	Real Estate	57,943	8	0.34	-		-
Quantum LL, LLC	Finacial Services	1,164	9	0.01			-
Florida Power & Light	Utilities	124	10	-	-		-
Talquin Electric Cooperative	Utilities	-		-	62,671	5	0.68
Comcast Cablevision, Inc.	Communications	-		-	43,473	9	0.47
DRA CRT Tallahassee Centre	Retail	-		-	56,733	6	0.61
St. Joe Company	Real Estate	-		-	44,365	8	0.48
Century Link (Embarq, Sprint)	Communications			-	128,568	1	1.39
Bainbridge Campus Apartments	Real Estate	-		-	41,161	10	0.45
Florida Gas Transmission Company	Utilities	-		-	75,854	3	0.82
Walmart	Retail	-		-	50,047	7	0.54
Total		**$ 646,612**		**3.31%**	**$ 695,765**		**7.53%**

Source: Leon County Tax Collector

See Independent Auditors' Report

Property Tax Levies and Collections
Last Ten Fiscal Years
(in thousands)

Fiscal Year Ended September 30,	Total Tax Levy Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2015	$ 34,392	$ 32,891	95.6%	$ 47	$ 32,938	95.8%
2016	40,352	38,837	96.2	-	38,837	96.2
2017	40,857	39,628	97.0	71	39,699	97.2
2018	42,942	41,410	96.4	72	41,482	96.6
2019	45,712	44,123	96.5	29	44,152	96.6
2020	48,975	47,197	96.4	13	47,210	96.4
2021	52,075	50,042	96.1	27	50,069	96.1
2022	54,379	52,254	96.1	29	52,283	96.1
2023	59,297	57,039	96.2	32	57,071	96.2
2024	69,852	67,206	96.2	41	67,247	96.3

Source: Leon County Property Appraiser

Note: Assessed values are determined as of January 1 for each fiscal year.

(1) Total assessed values less exemptions

(2) Estimated actual value is based on the assumption that the assessed values is 85% of the actual value.

(3) Calculated Figure

See Independent Auditors' Report

Assessed Valuations, Millage, and Taxes Levied and Collected Last Ten Fiscal Years (in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Valuations	$29,721,239	$27,831,638	$25,049,989	$22,705,619	$21,787,407	$20,687,037	$18,540,284	$18,548,241	$17,451,681	$ 16,944,644
Exemptions										
Agricultural Adjustment	88,379	84,842	83,771	79,918	64,748	44,422	46,859	46,859	49,272	42,463
Government Exemption	6,511,950	6,097,813	5,765,135	5,557,954	5,498,771	5,291,477	5,042,044	5,040,624	4,963,425	4,839,361
Institutional Exemption	1,162,263	1,044,324	1,000,453	848,798	776,875	740,842	629,419	631,059	616,233	667,825
Individual/Homestead Exemptions	1,527,910	1,508,662	1,459,440	1,455,966	1,421,990	1,394,483	1,347,750	1,347,729	1,322,310	1,319,847
Other Exemptions & Adjustments	3,371,478	3,398,939	2,253,395	1,499,762	1,297,554	1,270,673	1,011,159	1,008,110	905,934	848,920
Total Exemption and Adjustments	12,661,980	12,134,580	10,562,194	9,442,398	9,059,938	8,741,897	8,077,231	8,074,381	7,857,174	7,718,416
Taxable Valuation	17,059,259	15,697,058	14,487,795	13,263,221	12,727,469	11,945,140	10,463,053	10,473,860	9,594,507	9,226,228
Millage Levied	4.450	4.100	4.100	4.100	4.100	4.100	4.100	4.100	4.200	3.700
Total Taxes Levied	75,462	69,916	59,361	52,138	49,015	48,975	42,914	40,857	40,352	34,392
Less: Adjustments & Discount	377	684	615	1,882	1,753	1,644	1,545	1,457	1,433	1,214
Net Taxes Levied	$ 75,085	$ 69,232	$ 58,746	$ 50,256	$ 47,262	$ 47,331	$ 41,369	$ 39,400	$ 38,919	$ 33,178
Net Collected [1] [2]	$ 67,247	$ 57,071	$ 52,254	$ 50,042	$ 47,197	$ 44,123	$ 41,410	$ 39,431	$ 38,908	$ 32,891

Source: Leon County Property Appraiser

[1] Florida Statutes provide for a discount of up to four percent for early payment of ad valorem taxes. All unpaid taxes become delinquent on April 1 and are sold at auction on June 1 of each year as tax certificates. The City, after all tax certificates are sold, has fully collected all ad valorem tax revenues.

[2] Net collected includes penalties or late payments.

Ratios of Outstanding Debt by Type
Last Ten Fiscal Years
(in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Governmental Activities:										
General Revenue Bonds	$ 122,070	$ 65,990	$ 75,205	$ 78,585	$ 87,595	$ 96,215	$ 104,155	$ 83,915	$ 91,825	$ 99,355
Unamortized Premiums/ Discounts	7,951	3,127	8,786	10,230	11,610	12,928	14,143	11,317	12,343	13,107
Bank of America Loan Payable	-	-	264	525	780	1,033	1,282	1,527	1,736	-
Public Improvement Revenue Note 2020	7,310	7,310	7,310	7,310	-	-	-	-	-	-
Public Improvement Revenue Note 2024	25,000	-	-	-	-	-	-	-	-	-
Redevelopment Revenue Note	2,300	2,860	3,410	3,950	-	-	-	-	-	-
Lease Payables	3,963	3,689	4,971	-	-	-	-	-	-	-
Subscription Liability	2,955	5,284	-	-	-	-	-	-	-	-
Total Governmental Activities	171,549	88,260	99,946	100,600	99,985	110,176	119,580	96,759	105,904	112,462
Business-Type Activities:										
Energy System	418,315	459,650	479,945	498,025	515,690	564,335	582,427	494,988	539,447	557,345
Consolidated Utility System	298,955	287,975	299,060	308,585	318,295	330,350	339,185	330,495	338,180	345,455
Transportation Improvement Bond	3,754	4,641	5,508	6,356	7,185	7,995	-	-	-	-
Unamortized Premiums/ Discounts	94,488	67,908	73,386	92,059	96,783	86,236	89,164	52,974	29,857	31,187
AMI Loan Payable	-	3,233	6,345	9,335	12,211	14,977	17,639	20,634	23,514	26,282
Bank of America Loan Payable	-	-	128	254	378	500	621	739	840	-
Republic Parking Loan	-	-	-	-	-	331	367	401	-	-
Fire Improvement Revenue Note	27,000	-	-	-	-	-	-	-	-	-
Lease Payables	2,668	2,953	-	-	-	-	-	-	-	-
Subscription Liability	1,544	530	-	-	-	-	-	-	-	-
Total Business-Type Activities	846,724	826,890	864,372	914,614	950,542	1,004,724	1,029,403	900,231	931,838	960,269
Total Primary Government	$ 1,018,273	$ 915,150	$ 964,318	$ 1,015,214	$ 1,050,527	$ 1,114,900	$ 1,148,983	$ 996,990	$ 1,037,742	$ 1,072,731
Per Capita	$ 5,000	$ 4,531	$ 4,815	$ 5,118	$ 5,289	$ 5,697	$ 5,258	$ 5,249	$ 5,471	$ 5,595

Ratios of General Bonded Debt Outstanding
For the Fiscal Year Ended September 30, 2024
Last Ten Fiscal Years
(in thousands)

Fiscal Year ended Sept. 30	General Revenue Bonds	Percentage of Actual Taxable Value of Property [1]	Per Capita [2]
2015	$ 99,355	0.50	$ 528
2016	91,825	0.45	484
2017	83,915	0.38	443
2018	104,155	0.54	615
2019	96,215	0.45	558
2020	87,595	0.46	499
2021	78,585	0.29	396
2022	75,205	0.26	375
2023	65,990	0.28	327
2024	122,070	0.48	599

Source: City of Tallahassee, Accounting Services

[1] See Assessed Value and Estimated Actual Trend Value of Taxable Property Schedule for Property Value Data.

[2] See Demographic and Economic Statistics for Population Data.

See Independent Auditors' Report

Direct and Overlapping Governmental Activities Debt
September 30, 2024
(in thousands)

Government Unit	Debt Outstanding	Estimated Percentage Applicable [1]	Estimated Share of Overlapping Debt
Debt repaid with property taxes:			
Leon County School Board [2]	$ 91,581	80	$ 73,710
Debt repaid with non self-supporting revenue debt:			
Leon County [3]	14,653	68	9,964
Subtotal, Overlapping Debt			83,674
City Direct Debt	171,549	100	171,549
Total Direct and Overlapping Debt			$ 255,223

[1] The applicable percentage is based on the geographical boundaries within Leon County

[2] Leon County School Board

[3] Leon County

See Independent Auditors' Report

Legal Debt Margin
September 30, 2024
(in thousands)

The City has no legal debt margin requirements set forth by either State Statute or City Ordinance.

See Independent Auditors' Report

Revenue Bond Coverage
Energy System Revenue Bonds
Last Ten Fiscal Years
(in thousands)

Fiscal Year Ending	Gross Revenue [1]	Operating Expenses [2]	Net Revenue Available for Debt Service	Debt Service Requirements [3]			
				Principal	Interest	Total	Coverage
2015	$ 314,807	$ 217,485	$ 97,322	$ 11,058	$ 26,703	$ 37,761	2.58
2016	298,689	202,714	95,975	17,898	28,794	46,692	2.06
2017	326,028	170,978	155,050	191,754	25,734	217,488	0.71
2018	314,604	198,297	116,307	17,536	29,854	47,390	2.45
2019	318,751	202,032	116,719	18,092	29,795	47,887	2.44
2020	304,599	203,585	101,014	128,840	29,486	158,326	0.64
2021	301,294	192,562	108,732	17,665	27,582	45,247	2.40
2022	354,134	231,229	122,905	19,925	25,153	45,078	2.73
2023	350,598	231,899	118,699	20,295	24,289	44,584	2.66
2024	355,632	234,312	121,320	21,750	22,834	44,584	2.72

[1] Total operating revenues plus operating interest earned.

[2] Total operating expenses exclusive of depreciation and amortization.

[3] Includes principal and interest of revenue bonds only.

See Independent Auditors' Report

Revenue Bond Coverage
Consolidated Utility System Revenue Bonds
Last Ten Fiscal Years
(in thousands)

Fiscal Year Ending	Gross Revenues [1]	Operating Expenses [2]	Net Revenue Available for Debt Service	Debt Service Requirements [3]			
				Principal	Interest	Total	Coverage
2015	$ 101,087	$ 52,429	$ 48,658	$ 6,695	$ 15,747	$ 22,442	2.17
2016	103,063	54,501	48,562	7,275	17,251	24,526	1.98
2017	106,599	59,553	47,046	7,685	16,878	24,563	1.92
2018	112,656	59,843	52,813	151,755	15,008	166,763	0.32
2019	120,573	59,337	61,236	8,835	17,103	25,938	2.36
2020	125,598	66,943	58,655	26,930	16,915	43,845	1.34
2021	127,617	71,207	56,410	9,710	16,211	25,921	2.18
2022	136,955	70,634	66,321	10,390	15,010	25,400	2.61
2023	149,217	79,278	69,939	11,085	14,688	25,773	2.71
2024	155,552	88,486	67,066	11,870	16,928	28,798	2.33

[1] Total operating revenues of the Sewer, Water, and Stormwater Utilities Funds plus operating interest earned.

[2] Total operating expenses of water and sewer funds exclusive of depreciation.

[3] Includes principal and interest of revenue bonds only.

See Independent Auditors' Report

Demographic Statistics
Last Ten Fiscal Years

Year	Estimated [1] Population	Airline Passengers	Electric KWH Sold (000's)	Water Consumed (Gals) (Millions)	Gas Used (Cu. Ft.) (Millions)	Housing Units	Leon County School [2] Enrollment
2015	187,996	690,533	2,677,292	8,540	2,930	86,735	34,797
2016	189,675	699,035	2,623,259	8,705	2,719	89,252	33,300
2017	189,625	717,559	2,693,286	9,145	2,705	89,798	33,993
2018	192,381	796,214	2,798,286	8,578	2,916	91,703	34,012
2019	195,713	851,689	2,857,242	8,643	2,953	92,349	34,085
2020	198,627	513,719	2,787,057	10,070	2,767	93,295	34,000
2021	198,371	539,609	2,784,362	9,534	3,006	96,521	32,000
2022	200,289	607,645	2,891,167	8,724	2,912	94,161	33,952
2023	201,997	837,337	3,041,692	9,629	2,803	91,766	32,562
2024	203,650	944,835	3,128,322	10,305	3,096	93,499	31,760

Year	City Personal Income [3] (Thousands)	Per Capita Personal Income [3]	Number of Labor Force [4]	Number of Employed [4]	Numbered of Unemployed [4]	Unemployment Rate (Percent) [4]
2015	$ 14,205,240	$ 37,848	99,331	94,321	5,010	5.0
2016	14,725,366	39,168	99,879	94,852	5,027	5.0
2017	15,433,218	40,621	101,300	95,674	5,626	4.0
2018	16,210,788	42,590	101,793	98,162	3,631	3.6
2019	17,078,135	44,586	102,904	99,510	3,394	3.3
2020	18,307,705	47,474	90,583	86,053	4,530	4.7
2021	20,211,955	52,041	99,280	95,606	3,673	3.8
2022	20,471,919	52,359	104,912	101,738	3,174	3.0
2023	N/A	N/A	202,142	195,773	6,369	3.2
2024	N/A	55,363	164,208	158,864	5,344	3.3

Source: City records, except as noted.

[1]Numbers are estimated by the Bureau of Economic and Business Research, University of Florida

[2]Leon County School Board

[3]Bureau of Economic Analysis, U.S. Department of Commerce.

[4]FloridaJobs.Org

N/A - Not Available

Principal Employers
Current and Nine Years Ago

	2024 [1]				2015 [2]		
Employer	Type of Business	Number of Employees	Rank	% age of Total	Number of Employees	Rank	% age of Total
State of Florida	Government	27,748	1	39.85	19,442	1	35.44
Florida State University	Education	15,455	2	22.19	14,378	2	26.22
Tallahassee Memorial Hospital	Healthcare	6,000	3	8.61	4,583	4	8.36
Leon County School Board	Education	4,300	4	6.17	5,383	3	9.81
City of Tallahassee	Government	2,981	5	4.28	2,811	5	5.13
Walmart Stores, Inc.	Retail	2,500	7	3.59	-		-
Publix Super Markets	Retail	2,702	6	3.88	2,200	6	4.01
Florida A&M University	Education	2,429	8	3.49	1,767	7	3.22
Amazon	Retail	2,256	9	3.24	-		-
Leon County	Government	1,807	10	2.59	1,712	8	3.12
Tallahassee State College (3)	Education	1,468	11	2.11	1,518	9	2.77
Capital Regional Medical Center	Healthcare			-	1,051	10	1.92
Total		69,646		100.00	54,845		100.00

Note: In previous years, data was presented for Leon County rather than City of Tallahassee.

[1] Data from employers or Website

[2] Data from City of Tallahassee CAFR 2015.

[3] Formerly known as the “Tallahassee Community College”.

See Independent Auditors’ Report

Full-time Equivalent City Government Employees by Function/Program
Last Ten Fiscal Years

Function/Program	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
City Commission & Appointed Officials	123	123	123	123	114	110	111	124	134	134
Administration & Professional Services	-	76	75	72	72	70	67	62	184	183
Aviation	57	54	54	54	54	54	55	55	55	53
Communications	9	9	9	9	9	9	9	8	14	14
Customer Services	158	157	162	130	126	130	17	17	1	1
Human Resources & Workforce Development	31	30	30	28	35	35	35	35	-	-
Technology and Innovations	100	101	101	98	96	99	99	100	-	-
Real Estate Management	7	7	7	7	8	8	7	11	-	-
Housing and Community Services	42	42	32	17	17	16	18	20	36	36
Economic Vitality/Minority & Women Business Enterprise	-					8				
Energy Services - Electric & Gas	330	330	330	330	330	325	328	336	303	302
Emergency Preparedness & Facilities Security	1	1	1	1	3	4	4	5	1	1
Energy Services	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Environmental Services & Facilities Management	-	26	26	23	23	22	22	12	14	14
Ethics	2	2	2	2	2	2	2	N/A	1	N/A
Fire	301	301	301	301	300	299	299	297	296	280
Fleet	83	83	84	82	81	82	82	82	80	61
TEMPO	-	-	10	9	3	-	-	-	-	-
Growth Management	72	72	72	71	71	77	77	80	63	63
Community Relations	11	11	11	9	9	10	-	-	-	-
Parks & Recreation & Neighborhood Affairs	220	220	208	177	180	178	177	173	173	171
Planning/PLACE	23	23	23	24	25	25	25	27	26	26
Police	507	485	485	482	483	483	483	466	466	433
Public Works	N/A	N/A	N/A	N/A	N/A	N/A	-	-	286	285
Community Beautification & Waste Management	152	152	152	147	146	151	151	148	83	84
Sustainability & Community Prepardeness	-	-	-	15	15	-	-	-	-	-
StarMetro	144	145	146	140	140	139	140	141	148	170
Utility Services	-	-	-	-	-	-	129	135	148	145
Underground Utilities & Public Infrastructure	506	506	507	505	513	516	514	531	362	361
Total	2,879	2,956	2,951	2,856	2,855	2,852	2,851	2,865	2,874	2,817

Source: City of Tallahassee Budget

Note: The City was reorganized in FY 2009, combining some departments and creating new departments. Deleted departments are shown with "0" FTE employees.

"N/A" = not applicable

Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Police										
Arrests	5,965	5,989	4,243	3,459	3,145	5,828	6,267	7,044	5,998	5,933
Traffic violations	12,677	12,696	11,654	5,352	5,663	10,990	9,710	15,459	14,716	13,652
Parking violations	16,975	18,192	18,722	13,924	11,144	10,470	13,804	14,891	18,886	15,948
Fire										
Emergency responses	18,105	34,394	33,739	30,957	27,687	19,789	28,015	27,379	27,849	24,704
Fires reported	1,008	1,092	1,088	906	926	1,041	1,033	989	1,225	1,047
Gas										
Daily average consumption (MCF)	8,483	7,679	7,978	8,236	7,582	8,090	7,988	7,411	7,450	8,027
Number of service connections	32,453	28,719	34,890	34,342	33,378	32,528	31,471	30,638	30,355	29,659
Water										
Daily average consumption (MGD)	28	26	24	26	28	27	25	26	26	26
Number of service connections	84,830	81,413	88,183	87,891	87,007	86,299	86,528	84,783	75,334	83,554
Electric										
Net System Energy Generated (K W H) (Millions)	3,128	3,042	2,891	2,784	2,787	2,857	2,798	2,693	2,630	2,773
Average number residential customers	106,380	101,963	107,327	92,342	91,805	91,125	89,798	89,070	99,793	88,112
Average residential monthly bill	124	124	127	119	117	117	119	108	113	123
Sewage										
Daily average treatment (MDG)	17	17	17	16	16	19	16	17	17	16
Number of service connections	72,846	71,869	75,927	75,741	74,892	74,146	74,322	72,614	72,070	71,556
Transit										
Total revenue miles	1,847,243	1,889,745	1,919,608	1,870,628	1,932,618	2,267,715	2,141,697	2,133,772	2,254,316	2,246,364
Passengers trips	2,653,621	2,449,136	2,269,186	1,095,127	2,014,966	3,448,266	3,289,053	3,302,667	3,759,543	4,260,333
Solid Waste										
Number of customers	73,135	67,581	64,291	65,017	57,389	64,117	61,547	52,528	63,455	63,455
Refuse collected (in tons)	153,647	149,624	152,341	156,743	151,366	153,907	149,560	149,560	139,778	144,488
Recyclables collected (in tons)	10,193	10,668	11,478	12,577	12,337	12,491	13,297	13,297	24,474	24,474
Airport										
Number of passengers	944,835	835,567	822,709	539,609	513,719	851,689	796,214	717,559	699,035	690,533

Source: Various city departments and Utility Rates Monthly Report (URMR)

N/A - Not Available

Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

Function / Program	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Vehicular units										
Marked vehicles	305	305	299	306	356	326	309	300	306	289
Motorcycles	10	9	9	9	9	9	9	9	9	9
Unmarked vehicles	158	157	161	164	167	144	150	152	153	137
Bicycle patrol units	29	29	27	25	25	25	25	16	16	16
Fire stations	16	16	16	16	16	16	16	16	16	16
Gas										
Gas lines (in miles)	1,000	975	975	963	950	930	923	910	905	885
Plant Capacity (MCF)	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
Water										
Water mains (in miles)	1,247	1,246	1,211	1,211	1,211	1,211	1,211	1,202	1,201	1,212
Deep Wells	27	27	22	27	27	27	27	27	27	27
Plant Capacity (MGD)	79	79	79	79	79	76	76	76	76	74
Electric										
Generating plants	4	4	4	4	3	3	3	3	3	3
Generating capacity (MW)	799	799	799	799	702	702	711	711	746	746
Transmission lines (in miles)	219	219	219	219	219	219	214	214	214	204
Number of street lights	20,135	20,135	20,073	19,660	19,302	19,302	18,825	18,825	18,710	18,589
Distribution lines (in miles)	2,049	2,049	2,044	2,044	2,023	2,023	1,995	1,995	1,942	2,937
Sewage										
Number of lift stations	112	112	112	110	110	110	110	107	107	109
Sanitary sewers (in miles)	1,083	1,083	1,077	1,064	1,064	1,059	1,050	1,039	1,039	1,049
Number of disposal plants	1	1	1	1	1	1	1	1	1	1
Capacity of treatment plans (MGD)	27	27	27	27	27	27	27	27	27	27
Transit										
Bus Plaza	1	1	1	1	1	1	1	1	1	1
Buses	66	55	55	55	55	55	58	65	65	58
Refuse Collection										
Collection trucks	94	90	83	83	82	73	73	73	69	69
Parks and recreation										
Community centers and specialty center	12	12	12	12	12	12	11	11	11	11
Summer playgrounds and camps	77	77	65	46	46	46	43	43	43	43
Athletic fields	90	90	86	86	86	86	86	86	86	86
Golf courses	2	2	2	2	2	2	2	2	2	2
Swimming pools	11	11	11	11	11	11	11	11	11	11
Park acreage	3,881	3,881	3,881	3,881	3,881	3,881	3,881	3,881	3,529	3,529
Fitness trails	75	75	75	30	30	30	30	30	30	30
Tennis/racquetball courts	76	76	70	67	67	67	67	67	67	67
Gymnasiums, center sites	9	9	9	9	9	9	7	7	7	7
Gymnasiums, school sites	5	5	5	5	5	5	5	5	4	4
Airport	1	1	1	1	1	1	1	1	1	1
Other public works										
Traffic signals(1)	85	85	88	85	85	85	73	73	73	73

Source: Various city departments

(1) The department did not have asset tracking database prior to FY 04. Only City owned signals are counted.

See Independent Auditors' Report

Miscellaneous Statistical Data September 30, 2024

Governance

Date of Incorporation	1825
Date Present Charter Adopted	1996
Form of Government: Commission-Manager	
Commission Composed of: Mayor and Four Commissioners	
Terms of Office:	
Mayor - Five Years (Elected by Tallahassee Citizens)	
Commissioners - Five Years (Elected by Tallahassee Citizens)	
Manager (Appointed by Commission)	

Transportation:

Airlines, Bus Lines, and Railroad Freight and Passenger

Communications:

Newspapers, Radio Stations, Television Stations;
Cable Television and Telephone Service

Climate

Average Annual Temperature - in °F	68.5
Average Annual Rainfall - in inches	63.5
Area - in square miles	104.74

Education:

Number of Public Schools [1]	48
Number of Public School Instructors [1]	1,864
Number of Public School Students, (PK-12) [1]	32,212
Number of Vocational-Technical Schools [1]	3
Number of Community Colleges	2
Number of Universities	5
Number of College-level Instructors [4]	2,605
Number of College-level Students [2]	69,262

Major Annual Events:

Springtime Tallahassee Festival
Fourth of July “Celebrate America”
North Florida Fair
Market Days
Winter Festival

Culture, Recreation, and Health:

Conference Center, Civic Center, and Theaters	
Seating Capacity (Leon County Civic Center and	13,375
Museums	15
Libraries (including branches)	20
Skating Rinks	2
Golf Courses	11
Hospital Beds [3]	1,038

Source: City of Tallahassee Records except as noted below:

[1] Leon County /School Board

[2] Tallahassee State College; Florida State University; Florida A & M University

[3] Tallahasse Memorial Healthcare and Capital Regional Medical Center

[4] Full Time Faculty at Tallahasse State College, Florida State University, and Florida A&M University

Schedule of Insurance
September 30, 2024

Line of Coverage	Carrier	Limits/Coverage	Deductible/Retention	Effective	Expiration	Premium		Policy #
Terrorism	Lloyds of London	Primary Property Damage: Annual Aggregate - $250,000,000 Liability: Each Claim - $1,000,000 Annual Aggregate - $2,000,000 Biological, Chemical or Nuclear Annual Aggregate - $1,000,000 Excess Property Damage: Annual Aggregate - $100,000,000 excess of $250,000,000	Property Damage - $100,000 Liability - $100,000 $100,000; 72 hour waiting period Per Primary	5/1/2023	5/1/2024	**Total Premium Paid**	**$108,737**	B0621MCITY006123
Property	Factory Mutual Insurance Company-UTILITY ONLY	Policy Limit - $1,000,000,000 Total Insurable Value - $1,492,606,732 (as of binding) Automatic Coverage - 90 days, but not to exceed $100,000,000 Computer Systems Non Physical Damage and Data, Programs or Software combined -$1,000,000, Aggregate Earth Movement - $250,000,000, Aggregate Errors and Omissions - $100,000,000 Expediting Costs - $50,000,000 Extra Expense - $50,000,000 Flood - $250,000,000 Service Interruption - Property Damage & Time Element - $25,000,000 Sublimits are noted in the proposal & policies	$100,000 - per Occurrence $100,000 - Wastewater Treatment Plant $500,000 - Power Generation Plants $250,000 - Transformers not at Power Generation locations $826,000 - Steam Turbine Generators $1,500,000 - Gas Turbine Generators $500,000 - Flood for property at locations identified in policy Named Storm Deductible per schedule Refer to policy for full explanation of deductibles	5/1/2024	5/1/2025	Premium Resilience Credit Member Credit Total Premium Paid	$5,696,261 -260,937 -521,937 **$4,913,450**	1131492
PROPERTY	AmRisc MUNICIPAL ONLY	Policy Limit - $250,000,000 Total Insurable Value - $452,161,436 (as of binding) Automatic Coverage - 90 days, but not to exceed $100,000,000 Computer Systems Non Physical Damage and Data, Programs or Software combined -$1,000,000, Aggregate Earth Movement - $250,000,000, Aggregate Errors and Omissions - $100,000,000 Expediting Costs - $50,000,000 Extra Expense - $50,000,000 Flood - $250,000,000 Service Interruption - Property Damage 8 Time Element - $25,000,000 **Sublimits are noted in the proposal & policies**	$100,000 - per Occurrence Named Storm Deductible per schedule Refer to policy for full explanation of deductibles	5/1/2023	5/1/2024	Premium	**$1,610,929**	Various
Fine Arts	Travelers Property Casualty Company of America	Fine Arts	Basic Deductible -$1,000 Windstorm Deductible: $1,000	8/19/2024	8/19/2025	Premium	**$2,987**	QT-660-2G88697A-TIL-24

Schedule of Insurance
September 30, 2024

Line of Coverage	Carrier	Limits/Coverage	Deductible/Retention	Effective	Expiration	Premium		Policy #
Surety	Auto-Owners Insurance Co.	James Cooke Bond		9/8/2024	9/8/2025	Premium	**$259**	66117834
Property-Boiler & Machinery Equipment Breakdown	Liberty Mutual	Blanket Limit: $100,000,000 Property Damage Included Business Income with Extra	Property Damage $100,000 Business Income 24 Hours Extra Expense No	5/1/2024	5/1/2025	Premium	**$26,482**	YB2L9L474411014
Airport Operators Liability	Global Aerospace	Per Occurrence - $100,000,000 Damage to Premises Rented to You - $1,000,000 Personal and Advertising Injury Aggregate - $25,000,000 Products-Completed Operations Aggregate - $100,000,000 Hangarkeepers' Each Accident - $100,000,000 Hangarkeepers' Each Aircraft - $100,000,000 Non-Owned Aircraft - $100,000,000	$0 Each Occurrence or Offense Deductible $0 Aggregate Deductible	10/1/2023	10/1/2024	Premium	**$53,552**	15001414
Cyber Liability	Amreican International Group/AIG Specialty	$1,000,000 - Maximum Aggregate Limit $1,000,000 - Security and Privacy $1,000,000 - Network Interruption Insurance $1,000,000 - Event Management $1,000,000 - Cyber Extortion $1,000,000 - Regulatory Proceedings	$350,000 Each Incident	10/1/2023	10/1/2024	Premium	**$65,126**	01-541-52.43
EMS Liability	General Star Indemnity Co	$6,000,000/$8,000,000 - Professional Liability $1,000,000/$1,000,000 - Abuse Molestation	$0 Each Claim	10/1/2023	10/1/2024	Premium	**$88,201**	IJG927317G
XS Workers' Compensation	Safety National Casualty Co.	Statutory - Workers' Compensation $1,000,000 - Employers Liability	$1,500,000 Per Occurrence Retention	10/1/2023	10/1/2024	Premium	**$272,929**	SP 4067373
Commercial Crime	Travelers Casualty and Surety Company of America	$1,000,000 - Employee Theft Per Loss Coverage $1,000,000 - Employee theft Per Employee Coverage $1,000,000 - Forgery or Alteration $1,000,000 - On Premises $1,000,000 - In Transit $1,000,000 - Money Orders & Counterfeit Money $1,000,000 - Computer Crime $1,000,000 - Funds Transfer Fraud EXCLUDED - Social Engineering Fraud $100,000 Telecommunication Fraud $25,000 - Personal Accounts Protection $25,000 - Identity Fraud Expense Reimbursement $5,000 - Claim Expense	$75,000 $75,000 $75,000 $75,000 $75,000 $75,000 $75,000 $75,000 $75,000 $0 $0	10/1/2023	10/1/2024	Premium	**$12,114**	106175065

Schedule of Insurance
September 30, 2024

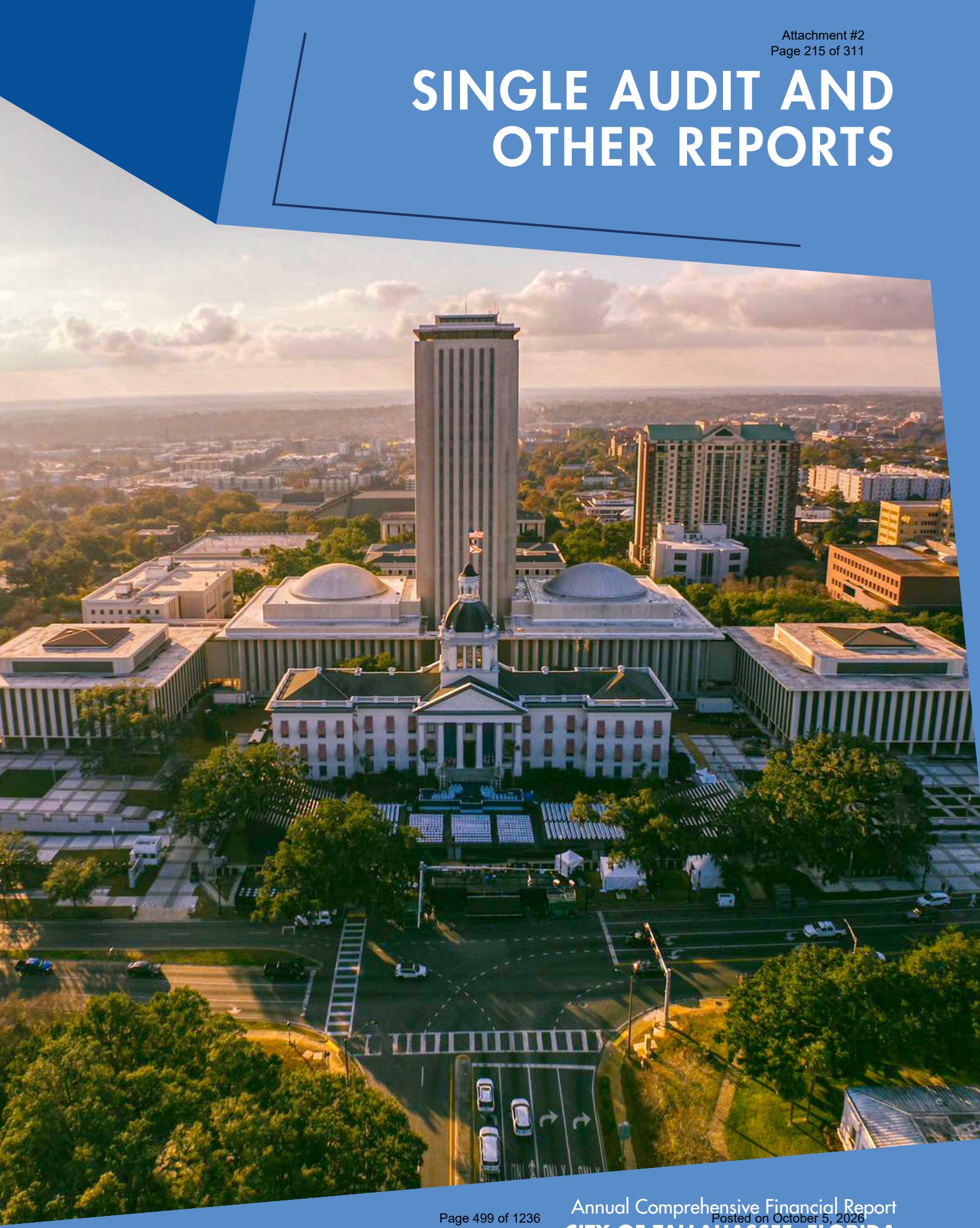
Line of Coverage	Carrier	Limits/Coverage	Deductible/Retention	Effective	Expiration	Premium		Policy #
Firefighter Cancer Benefit	CHUBB/ACE American Insurance Co.	$25,000 - First Diagnosis Cancer Benefit $75,000 - Cancer Death Benefit	$0	10/1/2023	10/1/2024	Premium	**$53,429**	PTP N17937674
Fiduciary Firefighters	Travelers Casualty and Surety Company of America	$1,000,000 for all Claims Settlement Program Limit of Liability $250,000 HIPAA Limit of Liability $1,000,000 502 (c) Penalties Limit of Liability $250,000	$0 Retention	10/1/2021	10/1/2024	Premium	**$4,323**	106176744
Fiduciary General Employees	Travelers Casualty and Surety Company of America	$1,000,000 for all Claims Settlement Program Limit of Liability $250,000 HIPAA Limit of Liability $1,000,000 502 (c) Penalties Limit of Liability $250,000	$0 Retention	10/1/2023	10/1/2024	Premium	**$26,974**	106176742
Fiduciary Police Officers	Travelers Casualty and Surety Company of America	$1,000,000 for all Claims Settlement Program Limit of Liability $250,000 HIPAA Limit of Liability $1,000,000 502 (c) Penalties Limit of Liability $250,000	$1,000 Retention	10/1/2021	10/1/2024	Premium	**$5,537**	106176738
AD&D	ACE American Insurance Co.	Statutory AD&D Coverage		10/1/2023	10/1/2025	Premium	**$48,004**	ADD N17938459
				Total Premiums			**$7,293,033**	

This document is intended as a summary of insurance coverages only. Refer to the actual policy for coverage details.

CITY OF TALLAHASSEE

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SINGLE AUDIT AND OTHER REPORTS



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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

The Honorable Mayor and City Commission
City of Tallahassee, Florida
Tallahassee, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Tallahassee, Florida (the "City") as of and for the year ended September 30, 2024 and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated April 30, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

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The Honorable Mayor and City Commission
City of Tallahassee, Florida

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, grant agreements and contracts, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

We noted certain matters that we reported to management of the City in a separate letter dated April 30, 2025.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Forvis Mazars, LLP

Tallahassee, Florida
April 30, 2025

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Report on Compliance for Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program and on Internal Control over Compliance and Report on Schedule of Expenditures of Federal Awards and State Financial Assistance and Schedule of Passenger Facility Charges Required by the Uniform Guidance, Chapter 10.550, *Rules of the Auditor General,* and Passenger Facility Charge Audit Guide for Public Agencies

Independent Auditor's Report

The Honorable Mayor and City Commission
City of Tallahassee, Florida
Tallahassee, Florida

Report on Compliance for Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program

Opinion on Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program

We have audited the compliance of the City of Tallahassee, Florida (the "City") with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") *Compliance Supplement,* the requirements described in the Department of Financial Services' *State Projects Compliance Supplement,* and the requirements described in the *Passenger Facility Charge Audit Guide for Public Agencies* issued by the Federal Aviation Administration (the "Guide") that could have a direct and material effect on each of the City's major federal programs, major state projects, and the passenger facility charge program for the year ended September 30, 2024. The City's major federal programs and major state projects are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to in the first paragraph that could have a direct and material effect on each of the City's major federal programs, major state projects, and the passenger facility charge program for the year ended September 30, 2024.

Basis for Opinion on Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations,* Part 200, *Uniform Administrative Requirements, Cost Principles, and the Audit Requirements for Federal Awards* ("Uniform Guidance"); and Chapter 10.550, *Rules of the Auditor General;* and the Guide. Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

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The Honorable Mayor and City Commission
City of Tallahassee, Florida

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program, major state project, and the passenger facility charge program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibility of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs, state projects, and the passenger facility charge program.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance, Chapter 10.550, *Rules of the Auditor General*; and the Guide will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program, major state project, and the passenger facility charge program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, Uniform Guidance, Chapter 10.550, *Rules of the Auditor General*, and the Guide, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, Chapter 10.550, *Rules of the Auditor General*, and the Guide, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as item 2024-001. Our opinion on each major federal program is not modified with respect to these matters.

The Honorable Mayor and City Commission
City of Tallahassee, Florida

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the noncompliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response. The City is responsible for preparing a corrective action plan to address each audit finding included in our auditor's report. The City's corrective action plan was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the "Auditor's Responsibilities for the Audit of Compliance" section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct noncompliance with a type of compliance requirement of a federal program, state project, or the passenger facility charge program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program, state project, or the passenger facility charge program will not be prevented, or detected and corrected on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program, state project, or the passenger facility charge program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2024-001, to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response. The City is responsible for preparing a corrective action plan to address each audit finding included in our auditor's report. The City's corrective action plan was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance, Chapter 10.550, *Rules of the Auditor General,* and the Guide. Accordingly, this report is not suitable for any other purpose.

Forvis Mazars, LLP

Tallahassee, Florida
April 30, 2025

City of Tallahassee, Florida
Schedule of Findings & Questioned Costs
Year Ended September 30, 2024

Section I – Summary of Auditor's Results

Financial Statements

1. Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

   ☒ Unmodified ☐ Qualified ☐ Adverse ☐ Disclaimer

2. Internal control over financial reporting:

Material weakness(es) identified?	☐ Yes	☒ No
Significant deficiency(ies) identified?	☐ Yes	☒ None reported

3. Noncompliance material to the financial statements noted? ☐ Yes ☒ No

Federal Awards and State Financial Assistance

4. Internal control over major federal programs:

Material weakness(es) identified?	☐ Yes	☒ No
Significant deficiency(ies) identified?	☒ Yes	☐ None reported

5. Type of auditor's report issued on compliance for major federal program(s):

   (Check each description that applies. If any other than unmodified apply, also list the name of each major program by the type of opinion applicable to that program.)

   ☒ Unmodified ☐ Qualified ☐ Adverse ☐ Disclaimer

6. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? ☒ Yes ☐ No

7. Identification of major federal programs:

Assistance Listing Number(s)	Name of Federal Program or Cluster
14.218	Community Development Block Grants Cluster Entitlements
21.027	Covid-19 – Coronavirus State and Local Fiscal Recovery Funds
20.933	2023 RAISE Program
97.036	Disaster Grants – Public Assistance

CSFA Numbers	Name of State Projects
55.004	Aviation Development Grants
55.010	Public Transit Block Grant Program

8. Dollar threshold used to distinguish between Type A and Type B programs:

   Federal: $1,070,628
   State: $750,000

9. Auditee qualified as a low-risk auditee? ☒ Yes ☐ No

City of Tallahassee, Florida
Schedule of Findings & Questioned Costs
Year Ended September 30, 2024

Section II – Financial Statement Findings

Reference Number	Finding
	No matters are reportable.

Section III – Federal Award Findings and Questioned Costs

Reference Number	Finding
2024-001	**Significant Deficiency – Matching** **Federal Assistance Listing No. 20.933** **U.S. Department of Transportation** **Fiscal Year 2023 RAISE Program** **Criteria:** The Uniform Guidance (2 CFR Part 200) governs how federal funds are spent, including matching and cost-sharing requirements for U.S. Department of Transportation grants. **Condition:** The City submitted and was reimbursed for costs that exceeded the federal agencies cost share percentage at the time of reimbursement. **Cause:** The City was calculating eligible reimbursable grant expenses with higher cost allocation percentage. The agreement stipulated a seventy-five/twenty-five cost share allocation. The City utilized an eighty/twenty cost share allocation when completing its reimbursement request. **Effect:** This calculation resulted in the City being reimbursed a higher amount for eligible expenses. The higher amount reimbursed occurred during the first reimbursement request under this program. **Questioned Costs:** Not applicable. **Recommendation:** We recommend that the City strengthen internal controls to ensure that the correct cost share as stipulated by grant agreements is utilized when submitting grant reimbursement requests. We also recommend that in its next reimbursement request under this program, the City work with grantor agency to reflect the adjustment for the amount over reimbursed as of September 30, 2024 and ensure that the Federal cost share amount for the program is properly reimbursed for the remaining term of the program.

City of Tallahassee, Florida
Schedule of Findings & Questioned Costs
Year Ended September 30, 2024

Section III – Federal Award Findings and Questioned Costs *(Cont.)*

Reference Number	Finding
	Views of responsible officials and planned corrective action: The City of Tallahassee is committed to ensuring compliance with all grant requirements associated with the awards received from both Federal and State of Florida partners. The City was awarded $15 million from the Federal Transit Authority and $1 million from the State of Florida for the construction of the Southside Transit Center (STC). An additional $4 million was included from local sources. The issue noted came to light when the State directed City staff to request reimbursement at 5% of total costs rather than the original method of direct charging certain costs. As a result, the allocation across funding sources were updated to reflect this change in methodology. City staff immediately began the recalculation of expenditures and future budget allocations tasks and is in the process of adjusting the grant project accounting. The March 31, 2025 quarterly performance and financial reports will reflect the adjustments. The next draw down of funds will include adjustments for the over reimbursement that occurred as of September 30, 2024. We anticipate this process to completed by May 30, 2025. Finally, the Grants Management Division has added steps to its business process to ensure compliance with match requirements and staff have begun implementation of the new process.

Section IV – Prior Year Audit Findings

Reference Number	Finding
	No matters are reportable.

Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Fiscal Year Ended September 30, 2024

ALN/CSFA #	Program Name	FAIN/State Grant #	Flow Through Agency	Sum of Current FY Expenditures	Subrecipient Expenditures
Federal Financial Assistance Awards					
US Department of Agriculture					
10.175	Farmers Market and Local Food Promotion Program	23PFL1164		$ 2,617	$ 0
10.175 Total	**Farmers Market and Local Food Promotion Program**			2,617	-
US Dept of Housing & Urban Development					
CDBG - Entitlement Grants Cluster					
14.218	Community Development Clock Grants/Entitlement Grants	B15MC12019		550	
	Community Development Clock Grants/Entitlement Grants	B16MC12019		826	
	Community Development Clock Grants/Entitlement Grants	B17MC12019		400	
	Community Development Clock Grants/Entitlement Grants	B18MC12019		21,860	
	Community Development Clock Grants/Entitlement Grants	B19MC12019		17,305	
	Community Development Clock Grants/Entitlement Grants	B20MC12019		362,241	49,523
	Community Development Clock Grants/Entitlement Grants	B20MW12019		184,244	21,263
	Community Development Clock Grants/Entitlement Grants	B21MC12019		74,921	
	Community Development Clock Grants/Entitlement Grants	B22MC12019		850,542	64,639
	Community Development Clock Grants/Entitlement Grants	B23MC12019		1,316,106	184,742
	Community Development Clock Grants/Entitlement Grants	M20MC12221		(6,564)	
14.218 Total	**CDBG - Entitlement Grants Cluster**			2,822,431	320,167
14.231	Emergency Solutions Grant Program	E23MC12019		163,251	163,251
14.231 Total	**Emergency Solutions Grant Program**			163,251	163,251
14.239	Home Investment Partnerships	M15MC12221		(14)	
	Home Investment Partnerships	M18MC12221		(5,282)	
	Home Investment Partnerships	M19MC12221		(20,320)	
	Home Investment Partnerships	M20MC12221		327,357	333,052
	Home Investment Partnerships	M21MC12221		25,054	11,188
	Home Investment Partnerships	M21MP12221		121,478	114,572
	Home Investment Partnerships	M22MC12221		(6,162)	
	Home Investment Partnerships	M23MC12221		252,073	250,000
14.239 Total	**Home Investment Partnerships**			694,184	708,812
14.905	Lead Hazard Reduction Demonstration Grant Program	FLLHB07832		52,904	
14.905 Total	**Lead Hazard Reduction Demonstration Grant Program**			52,904	
US Department of Justice					
	Planning, Implementing, And Enhancing Strategies In Community		Florida Dept of		
16.609	Prosecution - Gun Violence Prosecution	8H002	Law Enforcement	70,687	
	Planning, Implementing, And Enhancing Strategies In Community		Florida Dept of		
	Prosecution - Gun Violence Prosecution	K6003	Law Enforcement	1,177	
	Planning, Implementing, And Enhancing Strategies In Community Prosecution -				
16.609 Total	**Gun Violence Prosecution**			71,864	
16.710	Public Safety Partnership and Community Policing Grants	21GG02309		48,719	
16.710 Total	**Public Safety Partnership and Community Policing Grants**			48,719	
16.738	Edward Byrne Memorial Justice Assistance Grant Program	20DJBX0819		164	
	Edward Byrne Memorial Justice Assistance Grant Program	PBJA04372		120,811	
	Edward Byrne Memorial Justice Assistance Grant Program	PBJA211353		70,000	70,000
	Edward Byrne Memorial Justice Assistance Grant Program	PBJA222142		37,928	35,554
	Edward Byrne Memorial Justice Assistance Grant Program	PBJA23304	Florida Dept of Law Enforcement	26,664	
	Edward Byrne Memorial Justice Assistance Grant Program	R7139		30,555	
16.738 Total	**Edward Byrne Memorial Justice Assistance Grant Program**			286,122	105,554
16.922	Equitable Sharing Program	N/A		109,115	
16.922 Total	**Equitable Sharing Program**			109,115	
US Dept of Transportation					
20.106	Airport Improvement Program	3-12-0077-48-2022		1,045,150	
	Airport Improvement Program	3-12-0077-49-2022		141,742	
	Airport Improvement Program	3-12-0077-50-2022		7,773,257	
	Airport Improvement Program	3-12-0077-53-2023		83,595	
	Airport Improvement Program	3-12-0077-54-2024		685,886	
	Airport Improvement Program	3-12-0077-55-2024		24,143	
	Airport Improvement Program	3-12-0077-56-2024		43,560	
	Airport Improvement Program	3-12-0077-57-2024		187,305	
	Airport Improvement Program	3-12-0077-58-2024		150,207	
20.106 Total	**Airport Improvement Program**			10,134,845	

Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Fiscal Year Ended September 30, 2024

ALN/CSFA #	Program Name	FAIN/State Grant #	Flow Through Agency	Sum of Current FY Expenditures	Subrecipient Expenditures
20.205	Highway Planning and Construction	G1C59	Florida Dept of Transportation	87,263	
	Highway Planning and Construction	G2G94	Florida Dept of Transportation	51,703	
20.205 Total	**Highway Planning and Construction**			138,966	
20.505	Metropolitan Transportation Planning And State And Non-Metropolitan Planning And Research	FL2021029		219,859	
20.505 Total	**Metropolitan Transportation Planning And State And Non-Metropolitan Planning And Research**			219,859	
Federal Transit Cluster					
20.507	Federal Transit Formula Grant	FL2020089		3,192	
	Federal Transit Formula Grant	FL2021034		555	
	Federal Transit Formula Grant	FL2021038		12,946	
	Federal Transit Formula Grant	FL2022054		137,368	
	Federal Transit Formula Grant	FL2023006		838,344	
	Federal Transit Formula Grant	FL2023007		870,707	
20.507 Total	**Federal Transit Formula Grant**			1,863,112	
20.526	Bus and Bus Facilities Formula Program	FL2019102		42,152	
	Bus and Bus Facilities Formula Program	FL2020100		43	
	Bus and Bus Facilities Formula Program	FL2021038		4,099	
	Bus and Bus Facilities Formula Program	FL2023006		197,100	
20.526 Total	**Bus and Bus Facilities Formula Program**			243,394	
Total	**Federal Transit Cluster**			2,106,506	
20.509	Public Transportation for Nonurbanized Areas	G2G87	Florida Dept of Transportation	121,401	
	Public Transportation for Ncnurbanized Areas	G2S87	Florida Dept of Transportation	58,546	
20.509 Total	**Public Transportation for Ncnurbanized Areas**			179,947	
Transit Services Cluster					
20.513	Enhanced Mobility of Seniors and Individuals with Disabilities	FL2017078		12,863	
	Enhanced Mobility of Seniors and Individuals with Disabilities	FL2021045		233,176	
	Enhanced Mobility of Seniors and Individuals with Disabilities	FL2024043		3,330	
	Enhanced Mobility of Seniors and Individuals with Disabilities	FL2024049		32,932	
20.513 Total	Transit Services Cluster			282,301	
Highway Safety Cluster					
20.600	State and Community Highway Safety	G2G25	Florida Dept of Transportation	(9,145)	
	State and Community Highway Safety	G2S05	Florida Dept of Transportation	74,614	
20.600 Total	**State and Community Highway Safety**			65,469	
20.616	National Priority Safety Programs	G2P58	Florida Dept of Transportation	15,729	
20.616 Total	**National Priority Safety Programs**			15,729	
Total	**Highway Safety Cluster**			81,198	
20.933	FY2023 National Infrastructure Investments (RAISE)	FL2024080		1,458,685	
20.933 Total	**National Infrastructure Investments**			1,458,685	
US Dept of Treasury					
21.027	Coronavirus State And Local Fiscal Recovery Funds	23PLN58	Florida Dept of Environmental Protection	44,977	
	Coronavirus State And Local Fiscal Recovery Funds	LPS0109	Florida Dept of Environmental Protection	16,813	
	Coronavirus State And Local Fiscal Recovery Funds	SLF6650		11,518,599	1,900,033
	Coronavirus State And Local Fiscal Recovery Funds	WG040	Florida Dept of Environmental Protection	1,315,753	
21.027 Total	**Coronavirus State And Local Fiscal Recovery Funds**			12,896,142	1,900,033

Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Fiscal Year Ended September 30, 2024

ALN/CSFA #	Program Name	FAIN/State Grant #	Flow Through Agency	Sum of Current FY Expenditures	Subrecipient Expenditures
US Dept of Energy					
81.041	State Energy Program	28593	Florida Dept of Agriculture and Consumer Services	45,917	10,200
81.041 Total	**State Energy Program**			45,917	10,200
US Dept of Homeland Security					
97.036	Disaster Grants	4337	Florida Office of the Governor	205,343 6	
	Disaster Grants	4399	Florida Office of the Governor	811,783 6	
	Disaster Grants	4486	Florida Office of the Governor	1,714,598 6	
	Disaster Grants	4734	Florida Office of the Governor	8,760 6	
97.036 Total	**Disaster Grants**			2,740,484	
97.039	Hazard Mitigation Grant Program	H0575	Florida Office of the Governor	162,418	
	Hazard Mitigation Grant Program	H0620	Florida Office of the Governor	242,022	
	Hazard Mitigation Grant Program	H0637	Florida Office of the Governor	6,075	
	Hazard Mitigation Grant Program	H0649	Florida Office of the Governor	171,237	
	Hazard Mitigation Grant Program	H0652	Florida Office of the Governor	25,988	
	Hazard Mitigation Grant Program	H0698	Florida Office of the Governor	13,334	
	Hazard Mitigation Grant Program	H0897	Florida Office of the Governor	15,905	
97.039 Total	**Hazard Mitigation Grant Program**			636,979	
97.067	Homeland Security Grant Program	R0291	Florida Office of the Governor	(943)	
	Homeland Security Grant Program	R0470	Florida Office of the Governor	26,915	
	Homeland Security Grant Program	R0472	Florida Office of the Governor	1,975	
	Homeland Security Grant Program	R0473	Florida Office of the Governor	82,821	
	Homeland Security Grant Program	R0583	Florida Office of the Governor	1,620	
	Homeland Security Grant Program	R0585	Florida Office of the Governor	9,999	
	Homeland Security Grant Program	R0586	Florida Office of the Governor	39,154	
	Homeland Security Grant Program	R1078	Florida Office of the Governor	353,012	
97.067 Total	**Homeland Security Grant Program**			514,553	
Total Federal Financial Assistance Expenditures				$ 35,687,589	$ 3,208,017
State of Florida Financial Assistance					
Executive Office of the Governor					
31.078	Urban Search And Rescue Sustainment Program	T0232		$ 124,723	
31.078 Total	**Urban Search And Rescue Sustainment Program**			124,723	
Dept of Environmental Protection					
37.039	Statewide Water Quality Restoration Projects	NS055		399,709	
37.039 Total	**Statewide Water Quality Restoration Projects**			399,709	
37.052	Florida Springs Grant Program	17-056	Northwest Florida Management District	15,791	
	Florida Springs Grant Program	LPS0109		159	
37.052 Total	**Florida Springs Grant Program**			15,950	

Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Fiscal Year Ended September 30, 2024

ALN/CSFA #	Program Name	FAIN/State Grant #	Flow Through Agency	Sum of Current FY Expenditures	Subrecipient Expenditures
37.102	Diesel Emissions Mitigation Program - Volkswagen Settlement	VW306		599,999	
37.102 Total	**Diesel Emissions Mitigation Program - Volkswagen Settlement**			599,999	
Florida Housing Finance Corporation					
40.901	State Housing Initiatives Partnership Program	SHIP2021		91,434	
	State Housing Initiatives Partnership Program	SHIP2022		323,613	197,527
	State Housing Initiatives Partnership Program	SHIP2023		1,378,986	541,658
	State Housing Initiatives Partnership Program	SHIP2024		808,652	491,860
40.901 Total	**State Housing Initiatives Partnership Program**			2,602,685	1,231,045
Dept of Transportation					
55.001	Florida Commission for the Transportation Disadvantaged Trip And Equipment Grant Program	G2A22		4,730	
	Florida Commission for the Transportation Disadvantaged Trip And Equipment Grant Program	G2K61		531,618	
	Florida Commission for the Transportation Disadvantaged Trip And Equipment Grant Program	G2L86		15,857	
	Florida Commission for the Transportation Disadvantaged Trip And Equipment Grant Program	G2Z27		11,768	
55.001 Total	**Florida Commission For The Transportation Disadvantaged(Ctd) Trip And Equipment Grant Program**			563,973	
55.004	Aviation Grant Programs	G1540		174,858	
	Aviation Grant Programs	G1C03		2,737,295	
	Aviation Grant Programs	G1O66		17,842	
	Aviation Grant Programs	G2820		3,302,057	
	Aviation Grant Programs	G2870		432,209	
	Aviation Grant Programs	G2H08		43,075	
	Aviation Grant Programs	G2H07		383,308	
55.004 Total	AVIATION GRANT PROGRAMS			7,090,644	
55.010	Public Transit Block Grant Program	G2R34		1,350,323	
55.010 Total	**Public Transit Block Grant Program**			1,350,323	
55.039	Local Transportation Projects	G3098		97,246	
55.039 Total	**Local Transportation Projects**			97,246	
Florida Department of Law Enforcement					
71.010	Assistance with Investigative Operations	Z8010		18,862	
71.010 Total	**Assistance with Investigative Operations**			18,862	
71.042	Identify Theft And Fraud Grant Program	ZF005		1,166	
71.042 Total	**Identify Theft And Fraud Grant Program**			1,166	
71.122	State Assistance for Fentanyl Eradication In Florida	23SAFESF30		60,674	
71.122 Total	**State Assistance for Fentanyl Eradication In Florida**			60,674	
Florida Department of Juvenile Justice					
80.029	Delinquency Prevention	10804		43,628	
80.029 Total	**Delinquency Prevention**			43,628	
Total State Financial Assistance Expenditures				$ 12,969,582	$ 1,231,045

Notes

1) The accompanying Schedule of Federal and State Financial Assistance of Expenditures (Schedule) presents the activity of all federal programs and state projects of the City of Tallahassee for the year ended September 30, 2024. All expenditures related to federal awards and state projects received directly from federal and state agencies, as well as federal awards and state projects passed through other governmental agencies, are included in the accompanying Schedule. The information in this Schedule is presented in accordance with the requirements of Title 2, US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) and Chapter 10.550, Rules of the Florida Auditor General.
2) The Schedule was prepared on the modified accrual basis of accounting.
3) No federal or state financial assistance was expended in non-cash assistance.
4) The City has not elected to use the 15 percent de minimis indirect cost rate allowed under the Uniform Guidance.
5) Housing loans outstanding at year end:

Community Development Block Grant – Entitlement	14.218	503,982
Home Investment Partnerships Program	14.239	3,862,707

Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Fiscal Year Ended September 30, 2024

ALN/CSFA #	Program Name	FAIN/State Grant #	Flow Through Agency	Sum of Current FY Expenditures	Subrecipient Expenditures
State Housing Initiatives Partnership Program		40.901		1,694,012	
				$ 6,060,701	
6) Expenditures for the following awards included expenditures incurred through September 30, 2022:					
Disaster Grants		97.036	4337	205,343	
Disaster Grants		97.036	4399	811,783	
Disaster Grants		97.036	4486	1,714,598	
Disaster Grants		97.036	4734	8,760	
				$ 2,740,484	

7) Statement in accordance with Chapter 341.052, Florida Statutes, Florida Department of Transportation, Public Transit Block Grant funds did not exceed local revenue; were not expended for depreciation or amortization of capital assets; and did not supplant local tax revenues made available for operations in the previous year.

Schedule of Expenditures of Passenger Facility Charges
For the Year Ended September 30, 2024

Program Title	Expenditures
Passenger Facility Charges Used:	
Passenger Facility Charge Application #06-06-C-00-TLH:	
Passenger Facility Charge Application #16-07-C-00-TLH:	
Project 1: Terminal Rehabilitation	604,635
Project 2: Terminal PLB Design, Acquisition and Installation	662,372
Project 4: Multiple-User Passenger Information Display Systems	664,941
	$ 1,931,948
Passenger Facility Charge Application #23-08-C-00-TLH:	
Project 3: Terminal Modernization - Main Terminal Chiller Plant Replacement	85,832
Project 4: Terminal Front Entrance Pedestrian and Traffic Safety Improvement	2,683
	$ 88,515
Total Passenger Facility Charges Used	$ 2,020,463

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Independent Accountant's Report

The Honorable Mayor and City Commission
City of Tallahassee, Florida
Tallahassee, Florida

We have examined the compliance of the City of Tallahassee, Florida's (the "City") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2024. Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City complied with those requirements, in all material respects. An examination involves performing procedures to obtain evidence about the City's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the City's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

In our opinion, the City complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2024.

Forvis Mazars, LLP

Tallahassee, Florida
April 30, 2025

Forvis Mazars, LLP is an independent member of Forvis Mazars Global Limited

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Independent Auditor's Management Letter

The Honorable Mayor and City Commission
City of Tallahassee, Florida
Tallahassee, Florida

Report on the Financial Statements

We have audited the basic financial statements of the City of Tallahassee, Florida (the "City") as of and for the year ended September 30, 2024, and have issued our report thereon dated April 30, 2025.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States; the audit requirements of Title 2 *U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and the Audit Requirements for Federal Awards (Uniform Guidance);* and Chapter 10.550, *Rules of the Auditor General;* and the *Passenger Facility Charge Audit Guide for Public Agencies.*

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards;* Independent Auditor's Report on Compliance for Each Major Federal Program, Major State Project, and the Passenger Facility Charge Program and on Internal Control over Compliance and Report on Schedule of Expenditures of Federal Awards and State Financial Assistance and Schedule of Passenger Facility Charges Required by the Uniform Guidance, Chapter 10.550, *Rules of the Auditor General,* and *Passenger Facility Charge Audit Guide for Public Agencies;* Schedule of Findings and Questioned Costs, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards,* AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General.* Disclosures in those reports and schedule, which are dated April 30, 2025, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General,* requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. In connection with the proceeding audit, there were no findings or recommendations.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General,* requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The legal authority is disclosed in the notes to the financial statements.

Forvis Mazars, LLP is an independent member of Forvis Mazars Global Limited

The Honorable Mayor and City Commission
City of Tallahassee, Florida

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General,* require us to apply appropriate procedures and communicate the results of our determination as to whether or not the City has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific conditions met. In connection with our audit, we determined that the City did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), *Rules of the Auditor General,* we applied financial condition assessment procedures for the City. It is management's responsibility to monitor the City's financial condition, and our financial condition assessment was based, in part, on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., *Rules of the Auditor General,* requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Special District Component Units

Section 10.554(1)(i)5.c, *Rules of the Auditor General,* requires that we determine whether or not a special district that is a component unit of a county, municipality, or special district, provided the financial information necessary for proper reporting of the component unit, within the audited financial statements of the county, municipality, or special district in accordance with Section 218.39(3)(b), Florida Statutes. In connection with our audit, we determined that all special district component units provided the necessary information for proper reporting in accordance with Section 218.39(3)(b), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statues, and Section 10.554(1)(i)6, *Rules of the Auditor General*, see Attachment A for required information on the dependent special districts that are included in the reporting entity. The information in Attachment A has not been subject to auditing procedures, therefore no assurance is given on the provided information.

Property Assessed Clean Energy (PACE) Programs

As required by Section 10.554(1)(i)6.a., *Rules of the Auditor General*, a PACE program authorized pursuant to Section 163.081 or Section 163.082, Florida Statutes, did not operate within the City's geographical boundaries during the fiscal year under audit.

Additional Matters

Section 10.554(1)(i)3., *Rules of the Auditor General,* requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, see finding 2024-001 included in the Schedule of Findings and Question Costs.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the Mayor, City Commission, and applicable management and is not intended to be, and should not be, used by anyone other than these specified parties.

Forvis Mazars, LLP

Tallahassee, Florida
April 30, 2025

Attachment A

Special District Component Units-Reporting Requirements required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General

	Blended Component Unit	Discretely Presented Component Unit
Reporting Rquirements from Section 218.39 (3)(b), Florida Statutes	**Community Redevelopment Agency**	**Downtown Improvement Authority**
The total number of district employees compensated in the last pay period of the district's fiscal year as of September 30, 2024.	5	2
The total number of independent contractors to whom the nonemployee compensation was paid in the last month of the district's fiscal year as of September 30, 2024.	6	1
All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as of September 30, 2024.	$462,095	$159,694
All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as of September 30, 2024.	$1,396,546	$171,560
Each construction project with a total cost of at least $65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as of September 30, 2024.	Frenchtown Neighborhood First Plan - $3.39M Tallahassee Housing Authority - $1M Osceola Sidewalk - $600,000 Bond Community Health - $159,714	Hayward House - $134,000 Argonaut Coffee - $101,813 C. K. Steele Plaza - $250,000 Monroe Street Sidewalk - $2.5M
A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the district amends a final adopted budget under Section 189.016(6), Florida Statutes, as of September 30, 2024.	Refer to separately issued Financial Statements	See Attachment B

Budgetary Comparison Schedule
Downtown Improvement Authority
September 30, 2024

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance - October 1	$ -	$ -	$ -	$ -
Resources				
Taxes	317	317	316	(1)
Licenses and Permits	-	-	-	-
Intergovernmental Revenues	-	-	50	50
Charges for Services	130	130	168	38
Fines and Forfeitures	-	-	-	-
Interest Earned	2	2	11	9
Miscellaneous	80	80	50	(30)
Transfers from Other Funds	50	50	-	(50)
Amounts Available for Appropriations	579	579	595	16
Charges to Appropriations				
General Government	-	-	-	-
Public Safety	-	-	-	-
Transportation	-	-	-	-
Human Services	-	-	-	-
Economic Development	579	497	430	67
Physical Environment	-	-	-	-
Culture and Recreation	-	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	82	50	32
Total Charges to Appropriations	579	579	480	99
Budgetary fund balance, September 30	$ -	$ -	$ 115	$ 115

FY25 Budget Pro Forma

2025 Budget Sept 11 Agenda

130 - Fire Service Fee Operating Fund

	FY24 Adopted	FY25 Budget	FY26 Budget	FY27 Budget	FY28 Budget	FY29 Budget
All Accounts	57,382,668	58,477,035	60,620,642	62,789,003	65,056,665	67,435,221
Expenditures	57,382,668	58,477,035	60,620,642	62,789,003	65,056,665	67,435,221
Personnel Services	35,879,783	38,412,488	39,797,145	41,159,394	42,574,288	44,044,241
511000 - Salaries	21,466,003	22,642,587	23,321,864	24,021,520	24,742,166	25,484,429
511300 - Salary Enhancements	628,295	1,388,422	1,430,075	1,472,976	1,517,165	1,562,681
511310 - Firefighter Holiday Pay	734,013	711,554	732,900	754,887	777,534	800,861
512000 - Overtime	1,317,004	1,317,004	1,356,515	1,397,209	1,439,125	1,482,300
512400 - Other Salary Items	566,945	519,461	535,044	551,098	567,629	584,659
515000 - Pension- Current	7,071,881	7,496,194	7,796,043	8,029,922	8,270,821	8,518,945
515100 - Pension- MAP	125,406	139,583	143,770	148,085	152,527	157,102
515600 - Mandatory Medicare	339,231	332,913	342,900	353,187	363,783	374,696
516000 - Health Benefits	3,701,390	3,933,010	4,208,321	4,502,905	4,818,106	5,155,374
516020 - Health Benefits - OPEB	244,969	244,969	252,318	259,888	267,684	275,715
516100 - Flex Benefits	51,297	53,442	55,045	56,698	58,398	60,148
518000 - Vacancy Factor of 3%	(366,651)	(366,651)	(377,650)	(388,981)	(400,650)	(412,669)
Operating Expenditures	2,004,693	2,033,510	2,033,510	2,033,510	2,033,510	2,033,510
521010 - Advertising	1,664	1,689	1,689	1,689	1,689	1,689
521020 - Custodial/Janitorial Services	14,310	14,525	14,525	14,525	14,525	14,525
521030 - Printing/Reproduction Services	5,574	5,657	5,657	5,657	5,657	5,657
521100 - Veh & Other Equip R&M Non Cap	46,703	47,404	47,404	47,404	47,404	47,404
521110 - Medical Services	70,620	71,679	71,679	71,679	71,679	71,679
521170 - Construction/Renovation Svcs	10,302	10,457	10,457	10,457	10,457	10,457
521180 - Unclassified Contractual Srvcs	331,402	336,375	336,375	336,375	336,375	336,375
521181 - Contractual Svc - VFD County	497,062	504,518	504,518	504,518	504,518	504,518
521190 - IT Consulting Services	3,245	3,293	3,293	3,293	3,293	3,293
522080 - Mobile Devices/Phone Services	23,230	23,578	23,578	23,578	23,578	23,578
523010 - Chem-Med-Lab	74,428	75,545	75,545	75,545	75,545	75,545
523020 - Food Products/Services	1,247	1,265	1,265	1,265	1,265	1,265
523030 - Gasoline/Fuel	854	867	867	867	867	867
523060 - Office Supplies	21,381	21,702	21,702	21,702	21,702	21,702
523070 - Uniforms & Clothing	168,381	170,907	170,907	170,907	170,907	170,907
523080 - Unclassified Supplies	173,912	176,520	176,520	176,520	176,520	176,520
523090 - Furniture & Equip Non Cap	824	836	836	836	836	836
524010 - Travel & Training	76,607	77,756	77,756	77,756	77,756	77,756
524020 - Journals & Books	17,684	17,950	17,950	17,950	17,950	17,950
524030 - Memberships	4,129	0	0	0	0	0
524040 - Membershp/Certificates/License	2,369	6,595	6,595	6,595	6,595	6,595
524070 - Lease Expense- Machines	10,294	10,448	10,448	10,448	10,448	10,448
524080 - Unclassified Charges	54,086	54,897	54,897	54,897	54,897	54,897
540120 - Bad Debt Expense	166,243	168,737	168,737	168,737	168,737	168,737
580040 - Computer Equipment	1,236	0	0	0	0	0
580050 - Motor Vehicles Capital	33,328	33,828	33,828	33,828	33,828	33,828
580060 - Unclassified Equipment	193,578	196,482	196,482	196,482	196,482	196,482
Internal Service Funds	11,539,442	12,553,231	13,306,426	14,104,811	14,951,097	15,848,168
560010 - Human Resource Expense	392,411	423,356	448,757	475,682	504,223	534,478
560020 - Accounting Expense	192,213	229,845	243,635	258,254	273,749	290,174
560030 - Purchasing Expense	51,048	53,227	56,421	59,806	63,394	67,198
560040 - Information Systems Expense	2,374,237	2,521,711	2,673,014	2,833,395	3,003,398	3,183,602
560050 - Risk Management Expense	407,561	444,300	470,958	499,216	529,169	560,919

560060 - Radio Communications Expense	219,583	247,301	262,139	277,867	294,539	312,212
560070 - Revenue Collection	370,572	340,549	360,982	382,641	405,599	429,935
560080 - Utility Services Expense	1,888,471	1,967,787	2,085,854	2,211,005	2,343,666	2,484,286
560082 - Facilities and Environmental	23,670	27,356	28,998	30,737	32,581	34,537
560090 - Vehicle Garage Expense	1,255,633	1,599,011	1,694,953	1,796,649	1,904,448	2,018,715
560095 - Vehicle Fuel	232,753	311,983	330,702	350,545	371,576	393,871
560100 - Vehicle Replacement	3,310,232	3,541,249	3,753,724	3,978,947	4,217,685	4,470,745
560120 - Indirect Costs	595,675	609,181	645,732	684,476	725,544	769,077
560140 - Community Relations Expense	126,426	133,253	141,248	149,723	158,706	168,229
560150 - Diversity and Inclusion Exp	98,957	103,122	109,309	115,868	122,820	130,190
Utilities and Other Expenses	313,172	321,002	329,026	337,251	345,682	354,324
571010 - Utilities - Sewer	42,670	43,737	44,830	45,951	47,100	48,277
571030 - Utilities - Sanitation	15,370	15,754	16,148	16,551	16,965	17,389
571040 - Utilities - Stormwater	19,774	20,268	20,775	21,295	21,826	22,373
571050 - Utilities - Gas	17,695	18,137	18,591	19,056	19,532	20,020
571060 - Utilities - Water	27,505	28,193	28,897	29,619	30,360	31,119
571070 - Utilities - Electric	169,426	173,662	178,003	182,453	187,014	191,690
571080 - Utilities - Fire Services	20,732	21,251	21,782	22,326	22,885	23,456
Transfers	3,813,789	4,797,659	4,795,390	4,794,892	4,792,943	4,795,833
611300 - Debt Service Transfer	1,770,614	2,425,508	2,423,239	2,422,741	2,420,792	2,423,682
612200 - RR&I Transfer	1,247,500	1,247,500	1,247,500	1,247,500	1,247,500	1,247,500
612300 - Other Transfers	750,000	1,078,976	1,078,976	1,078,976	1,078,976	1,078,976
612400 - Inter-Fund Ops Transfer	45,675	45,675	45,675	45,675	45,675	45,675
Contributions to Operations	359,145	359,145	359,145	359,145	359,145	359,145
621500 - Contribution to Other BU	359,145	359,145	359,145	359,145	359,145	359,145
Year End Adjustments	3,472,644	0	0	0	0	0
631000 - Transfer to Fund Balance	3,472,644	0	0	0	0	0

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BL8698524	03-31-2028	Exempt

SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	PRACTITIONER	02-21-2025

LANDRY, KIM M
LEON COUNTY EMS OPERATIONS CENTER
911 EASTERWOOD DR BLDG 2
TALLAHASSEE, FL 323113518

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

Restricted to Government personnel for official duties only.

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BL8698524	03-31-2028	Exempt

SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	PRACTITIONER	02-21-2025

LANDRY, KIM M
LEON COUNTY EMS OPERATIONS CENTER
911 EASTERWOOD DR BLDG 2
TALLAHASSEE, FL 323113518

Restricted to Government personnel for official duties only.

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

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Form DEA-223 (9/2016)

STATE OF FLORIDA
DEPARTMENT OF HEALTH
BUREAU OF EMERGENCY MEDICAL OVERSIGHT

ADVANCED LIFE SUPPORT SERVICE LICENSE

This is to certify that: **TALLAHASSEE FIRE DEPARTMENT** **Provider Number # 3704**
Name of Provider

911 EASTERWOOD DRIVE TALLAHASSEE, FL 32311
Address

has complied with Chapter 401, Florida Statutes, and Chapter 64J-1, Florida Administrative Code, and is authorized to operate as an Advanced Life Support Service subject to any and all limitations specified in the applicable Certificate(s) of Public Convenience and Necessity and/or Mutual Aid Agreements for the County(s) listed below:

LEON
County (s)

Ty Carhart, EMS Administrator
Bureau of Emergency Medical Oversight
Florida Department of Health

THIS CERTIFICATE EXPIRES ON: 03/31/2028

This certificate shall be posted in the above mentioned establishment

INSURANCE DATA

Insurance Company	Type of Insurance	Insurance Expiration Date
Self-Insured	Vehicle Liability	11/12/2027

SERVICE AREA DATA

County of Service	Date Certificate of Public Convenience and Necessity Expires
Leon	11/08/2026

VEHICLE DATA

Permit #	Type	Sub-Type	Make	Model	Year	License Status	Issue Date	Vehicle Identifier	Permit Fee
18311	ALS	N	PIERCE	IMPEL	2014	Clear	04/11/2014	4P1CJ01AXEA014241	25.00
20773	ALS	N	E-ONE	TYPHOON	2017	Clear	07/14/2017	4EN6AAA85H1001121	25.00
20774	ALS	N	E-ONE	TYPHOON	2017	Clear	07/14/2017	4EN6AAA87H1000696	25.00
20775	ALS	N	E-ONE	TYPHOON	2017	Clear	07/14/2017	4EN6AAA83H1001120	25.00
22087	ALS	N	PIERCE	PUMPER	2015	Clear	03/08/2019	4P1BAHFF6FA015032	25.00
22088	ALS	N	EONE	PUMPER	2017	Clear	03/08/2019	4EN6AAA88H1000741	25.00
22181	ALS	N	CHEVROLET	TAHOE	2018	Clear	04/30/2019	1GNLCDEC1JR310287	6.00
22599	ALS	N	CHEVROLET	TAHOE	2017	Clear	10/29/2019	1GNLCDEC5HHR286683	25.00
22725	ALS	N	PIERCE	PUMPER	2014	Clear	01/23/2020	4P1BAHFF2FA015030	25.00
22726	ALS	N	PIERCE	PUMPER	2014	Clear	01/23/2020	4P1CJ01A1EA014242	25.00
22795	ALS	N	EONE	PUMPER	2019	Clear	02/14/2020	4EN6AAA82K1002895	25.00
23120	ALS	N	PIERCE	IMPEL	2014	Clear	08/11/2020	4P1BAHFF4FA015031	6.00
24146	ALS	N	EONE	PUMPER	2005	Clear	01/07/2022	4EN6BCA8951009629	25.00
24183	ALS	N	PIERCE	PUMPER	2014	Clear	02/04/2022	4P1BAHFFXFA014966	25.00
25049	ALS	N	EONE	TYPHOON	2023	Clear	05/01/2023	4EN6AAA84P1005191	25.00
25739	ALS	N	EONE	TYPHOON	2023	Clear	01/19/2024	4EN6AAA84P1006387	25.00
25977	ALS	N	EONE	TYPHOON	2024	Clear	04/30/2024	4ENLAAA89R1005869	25.00
26097	ALS	N	EONE	TYPHOON	2024	Clear	06/19/2024	4ENLAAA85R10005870	25.00
27917	ALS	N	CHEVROLET	TAHOE	2020	Clear	03/30/2026	1GNLCDEC0LR183535	25.00
28053	ALS	N	EONE	TYPHOON	2025	Clear	05/20/2026	4ENLAAA8XT1007136	25.00

Count of vehicles with status of "Issued"

Total	BLS	ALS (Transport)	ALS (Non-Transport)	AIR
20	0	0	20	0

Report Date & Time: 5/20/2026 6:29:41AM

Emergency Medical Services
License Application Profile Report

PROVIDER DATA

Name: TALLAHASSEE FIRE DEPARTMENT

ID NUMBER: 3704

Phone: 850-891-6600

Manager Name: Chris Meeks, Division Chief

COUNTY: LEON

Fax: 850-891-0841

Mailing Address: 911 Easterwood Drive
TALLAHASSEE, FL 32311

Email: christopher.meeks@talgov.com

Service Type

Fire Department
City
Non-Profit

Physical Address: 911 Easterwood Drive
TALLAHASSEE, FL 32311

LICENSE DATA

Certification Number: 5458

Date Issued: 03/30/2026

Expires: 03/31/2028

Status: Clear

Service Type: ALS

Amount Required: $1,825.00

Amount paid: $1,825.00

PRIMARY MEDICAL DIRECTOR DATA

Name: LANDRY, KIM MICHAEL

License Number: ME 63901

License Expires: 01/31/2027

Phone: 850-606-2113

DEA Reg. #: BL 8698524

DEA Reg. Expires: 03/31/2028

Contract End Date: 11/13/2027

Address: 911 Easterwood Dr
TALLAHASSEE FL 32311

SECONDARY MEDICAL DIRECTOR DATA

Name:

License Number:

License Expires:

Phone:

DEA Reg. #:

DEA Reg. Expires:

Contract End Date:

Address:

Report Date & Time: 5/20/2026 6:29:41AM

CITY OF TALLAHASSEE

Attachment 11

COPCN Application
JUNE 2026

Advanced Life Support Certificate of Public Convenience and Necessity

To the best of my knowledge, all information presented in this Advanced Life Support Certificate of Public Convenience and Necessity application made to Leon County on behalf of the City of Tallahassee Fire Department is true.

Gene Sanders

Gene Sanders, Fire Chief
Tallahassee Fire Department
911 Easterwood Drive
Tallahassee, Florida 32311
(850) 891-6600

6-3-2026
Date

NOTARY PUBLIC STATE OF FLORIDA
CATHERINE ELLMAKER
Commission # HH 802910
Expires May 13, 2030

Catherine Ellmaker
Notary

CITY OF TALLAHASSEE

August 10, 2026

Please accept this letter as a formal correction to the Tallahassee Fire Department's Certificate of Public Convenience and Necessity (COPCN) renewal application.

The application incorrectly stated the number of Advanced Life Support (ALS) stations operated by the Tallahassee Fire Department. The correct number is **11 ALS stations**. This letter is intended to document the correction and ensure that the Department's file accurately reflects the current number of ALS stations. No further action is requested at this time.

Please retain this correspondence with the COPCN renewal application for future reference.

Respectfully,

Gene Sanders

Gene Sanders, Fire Chief
Tallahassee Fire Department
911 Easterwood Drive
Tallahassee, Florida 32311

Posted on October 3, 2026

All-America City
NATIONAL CIVIC LEAGUE

CITY HALL
300 S. Adams St.
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 • Talgov.com

JOHN E. DAILEY, Mayor
CURTIS RICHARDSON, Mayor Pro Tem
JACQUELINE "JACK" PORTER, Commissioner
JEREMY MATLOW, Commissioner
DIANNE WILLIAMS-COX, Commissioner

REESE GOAD, City Manager
AMY M. TOMAN, City Attorney
JAMES O. COOKE IV, City Treasurer-Clerk
DENNIS R. SUTTON, Inspector General

ALS Medical Supplies

ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > SEPARATE ITEMS

Bullard Face Shield

FAILPASS

Due

Panasonic Tablet w/ Power Cord

FAILPASS

Due

Ballistic EMS Pouch

Due

KED/Sager Splint/Backboard

FAILPASS

Due

Gloves/Spare O2 Cylinder

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > LP15 MONITOR

LP15 with top, side, rear pouches/DataCord

FAILPASS

Due

Thigh, Lg Adt, Adt, Ped, Infant LP15 BP cuff

FAILPASS

Due

SpO2 Extension and Probe/4 lead cable/ Modem

FAILPASS

Due

12 Lead Cable/Defib Cable

FAILPASS

Due

LP15 Batteries

Due

Adult/Pedi Defibrillator Pads *State Item

FAILPASS

Due

Adult/Pedi Electrodes *State Item

FAILPASS

Due

LP15 ETCO2 *State Item

FAILPASS

Due

LP15 Paper/Razor/Benzoin Swabs

FAILPASS

Due

Pediatric SPO2 sensor

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > MCGRATH

Handle/Battery

FAILPASS

Due

MAC 1,2,3,4 and X3 Blades

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > GREEN O2 SLEEVE

O2 Bottle with wrench and Regulator

FAILPASS

Due

Pediatric- NRBM and Nasal Cannula

FAILPASS

Due

Albuterol/Atrovent Nebulizer Kit *State Item

FAILPASS

Due

Adult - NRBM and Nasal Cannulas

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > GREEN CPAP AND O2 SLEEVE

O2 Bottle w/Wrench/Regulator and CPAP Mask

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > BLUE SPLINT BAG

Ladder splint/ Back Boards

FAILPASS

Due

Sam splints/ Kerlix/ Kling/ Ace Bandage

FAILPASS

Adult/Pedi C collars/ Head Bed/ Straps

FAILPASS

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > TOP POCKET

Stethoscope/ Adult BP cuff/ Pen Light

FAILPASS

Due

Sharps Tube *State Item

FAILPASS

Due

Glucose Monitor & Supplies *State Item

FAILPASS

Due

Aspirin/ Glucose Tubes X2

FAILPASS

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > RIGHT POCKET

C-A-T Tourniquet *State Item

FAILPASS

Due

Trauma Shears/ Tape/Chest Seals/Needle Decomp

FAILPASS

Due

Large Trauma Dressing/ ABD Pads/ 4X4 's

Due

Kling/ Kerlex/ Triangular Bandages

Due

Ring Cutter/ Bio Bag/ Reflective Blanket

FAILPASS

Due

Cold Pack/ Ace Bandage

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > LEFT POCKET

Size 3,4 King Airway w/ 60 cc Syringe

FAILPASS

Due

NPA, 20,22,24,26,28,30,32,34

FAILPASS

Due

CRIC Kit/ OPA's Emesis Bag

FAILPASS

Due

NG Tubes 10, 14, 16, 18

FAILPASS

Due

Suction Cath 6-8, 10-12, 14 * State Item

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > MAIN COMPARTMENT > RED MED CELL

1,3,10,20 cc syringe *State Item

Due

18,22,25, ga needle, Filter Straw *State Item

Due

MAD Device

FAILPASS

Due

50cc D5W

FAILPASS

Due

100cc D5W

FAILPASS

Due

250cc D10 *State Item

FAILPASS

Due

150mg Amiodarone *State Item

Due

1mg 1/1000 Epi *State Item

Due

1mg 1/10,000 Epi *State Item

Due

1mg Atropine *State Item

FAILPASS

Due

2mg Narcan *State Item

FAILPASS

Due

50mEq AMP adult Sodium Bicarb

FAILPASS

Due

5mEq prefill Ped BiCarb

FAILPASS

Due

100mg Lidocaine prefill

FAILPASS

Due

6mg/12mg Adenosene

FAILPASS

Due

Bottle .4mg NTG Tabs

FAILPASS

Due

2 Vials (1mg Glucagon Kit)

FAILPASS

Due

50mg Benedryl

FAILPASS

Due

4mg Zofran

FAILPASS

Due

Solumedrol

FAILPASS

Due

Mag Sulfate

FAILPASS

Due

Albuterol/ Atrovent

Due

Ped Tylenol

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > MAIN COMPARTMENT > GREEN AIRWAY CELL

Small McGill Forceps *State Item

FAILPASS

Due

Large McGill Forceps *State Item

FAILPASS

Due

Boogie Stick

FAILPASS

Due

10cc Syringe (open)

FAILPASS

Due

Laryngoscope handle with batt *State Item

FAILPASS

Due

Mac Laryngoscope Blade 2,3,4 *State Item

FAILPASS

Due

Miller Laryngoscope blade 0,1,2,3 *State Item

FAILPASS

Due

2 each ETT 2.5-5.0mm, 5.0-9.0mm *State Item

FAILPASS

Due

Ped & Adult Stylets (can be w/ tubes) *State

FAILPASS

Due

Adult/ Pediatric ET Tube Holder

FAILPASS

Due

Packs Sterile Lube

Due

Bulb style tube check device

FAILPASS

Due

LP15 ETCO2 filter line

FAILPASS

Due

Meconium Aspirator *State Item

FAILPASS

Due

Viral Filter

FAILPASS

Due

2 C Batteries

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > MAIN COMPARTMENT > BONE DRILL WITH CASE

IO Drill *State Item

FAILPASS

Due

Pressure Infuser/ Three way stop-cock

FAILPASS

Due

100 mg Lidocaine prefill/ NS Flush/ Benzoin

FAILPASS

Due

Pink/Blue/Yellow EZ I/O Needles *State Item

FAILPASS

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > MAIN COMPARTMENT > RED IV ROLL

Start Packs

Due

Drip Sets *State Item

FAILPASS

Due

NS flushes

Due

250cc NS

FAILPASS

Due

Green Blood Tube

FAILPASS

Due

Blue Blood Tube

FAILPASS

Due

Purple Blood Tube

FAILPASS

Due

Vacutainer with Adaptor

FAILPASS

Due

14 ga IV Cath *State Item

FAILPASS

Due

16ga IV Cath *State Item

FAILPASS

Due

18ga IV Cath *State Item

Due

22ga IV Cath *State Item

Due

24ga IV Cath *State Item

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > BACK REST POCKET

Adult/Pedi C collars/ Head Bed

FAILPASS

Due

Pediatric Length Tape and Guide *State Item

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > STAT PACK > LOOSE INSIDE MAIN COMPARTMENT

Adult/Pedi/Infant BVM

FAILPASS

Due

OB Kit/Pedi Arm Board/ Broselow tape

FAILPASS

Due

EMS Field Guide/Sharps Cont. (Flat)

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > SUCTION UNIT

Unit Working Properly

FAILPASS

Due

Yankauer/Tubing/Lid & Canister

FAILPASS

Due

STATION 04 > ENGINE 4 MEDICAL SUPPLIES AND EQUIPMENT - ALS > ALUMINUM CLIPBOARD

Refusal Pad/Pen/Encounter Form

CITY OF TALLAHASSEE

January 12, 2026

REFERENCE: EVIDENCE OF INSURANCE

Florida Self-Insurance Certificate# 09449

To Whom It May Concern:

This letter is provided to you by the *City of Tallahassee, Florida*, as evidence of its self-insurance fund. The City is authorized and qualified as a self-insurer by the State of Florida and is in full compliance with all provisions of Florida Statute 768.28, which governs tort liability for all public entities within the State. The City is also self-insured for Worker's Compensation pursuant to the provisions of Florida Statute 440.

The City maintains a funded reserve account. The fund, as authorized by the City Commission, is solely for the purpose of providing relief from any third-party legal liability claim for which the City may become liable.

This self-insurance applies to physical damage or loss of the equipment rented by the City of Tallahassee in the same manner as property owned by the City.

We trust this letter is sufficient evidence of the City's liability protection and submit it to meet the terms/conditions required to execute this contract/agreement. Any questions regarding this matter can be addressed to the Risk Management Office at (850) 891-8246.

Sincerely,

Arthur Pitts, AIC
Risk Management Director

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

Posted on October 5, 2026

Florida Face Page

Insured's Name: Tallahassee, City of

Policy Number: IJG927317I

UMR Number:

Policy Dates: 10/1/2025 **to** 10/1/2026

Surplus Lines Agent's Name: BRADLEY MOSS

Surplus Lines Agent's Address: 1100 Walnut StreetSuite 3200Kansas CityMO,64106

Surplus Lines Agent's License Number: W642897

Producing Agent's Name:

Producing Agent's Physical Address:

"THIS INSURANCE IS ISSUED PURSUANT TO THE FLORIDA SURPLUS LINES LAW. PERSONS INSURED BY SURPLUS LINES CARRIERS DO NOT HAVE THE PROTECTION OF THE FLORIDA INSURANCE GUARANTY ACT TO THE EXTENT OF ANY RIGHT OF RECOVERY FOR THE OBLIGATION OF AN INSOLVENT UNLICENSED INSURER."

"SURPLUS LINES INSURERS' POLICY RATES AND FORMS ARE NOT APPROVED BY ANY FLORIDA REGULATORY AGENCY."

Premium: $98,200.00

TRIA/Terrorism: NOT APPLICABLE

Fees:

Taxes:

Total Cost: $98,200.00

Surplus Lines Agent's Countersignature: 

_____ **"THIS POLICY CONTAINS A SEPARATE DEDUCTIBLE FOR HURRICANE OR WIND LOSSES, WHICH MAY RESULT IN HIGH OUT-OF-POCKET EXPENSES TO YOU."**

_____ **"THIS POLICY CONTAINS A CO-PAY PROVISION THAT MAY RESULT IN HIGH OUT-OF-POCKET EXPENSES TO YOU."**

IL P 001 01 04

U.S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL ("OFAC") ADVISORY NOTICE TO POLICYHOLDERS

No coverage is provided by this Policyholder Notice nor can it be construed to replace any provisions of your policy. You should read your policy and review your Declarations page for complete information on the coverages you are provided.

This Notice provides information concerning possible impact on your insurance coverage due to directives issued by OFAC. **Please read this Notice carefully.**

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous:

- Foreign agents;
- Front organizations;
- Terrorists;
- Terrorist organizations; and
- Narcotics traffickers;

as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's web site – http//www.treas.gov/ofac.

In accordance with OFAC regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments also apply.

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General Star Indemnity Company

IMPORTANT NOTICE – FLORIDA

"THIS INSURANCE IS ISSUED PURSUANT TO THE FLORIDA SURPLUS LINES LAW. PERSONS INSURED BY SURPLUS LINES CARRIERS DO NOT HAVE THE PROTECTION OF THE FLORIDA INSURANCE GUARANTY ACT TO THE EXTENT OF ANY RIGHT OF RECOVERY FOR THE OBLIGATION OF AN INSOLVENT UNLICENSED INSURER."

"SURPLUS LINES INSURERS' POLICY RATES AND FORMS ARE NOT APPROVED BY ANY FLORIDA REGULATORY AGENCY."

This notice is for information only and does not become a part or condition of the attached document.

GeneralStar™

A Stock Company

General Star Indemnity Company

400 Atlantic Street, 9th Floor
STAMFORD, CONNECTICUT 06901

MISCELLANEOUS HEALTH CARE FACILITIES
COMMON POLICY DECLARATIONS

POLICY NUMBER: IJG927317I **RENEWAL OF POLICY NUMBER:** IJG927317H

1. NAMED INSURED: CITY OF TALLAHASSEE

MAILING ADDRESS 300 S. ADAMS STREET,
BOX A34
TALLAHASSEE, FL 32301

PRODUCER NAME: RT Specialty

1100 Walnut Street
Suite 3200
Kansas City, MO 64106

Named Insured is: Corporation

Business Description: Emergency First Responder Services

2. POLICY PERIOD: Effective Date: 10/01/2025 Expiration Date: 10/01/2026

At 12:01 a.m. Standard Time at the mailing address shown above.

3. LIMITS OF INSURANCE:
In return for your payment of the premium, and in reliance upon the statements and representations in the Insured(s) application(s) for this insurance, we agree with you to provide insurance subject to the terms of the policy

LIMITS OF INSURANCE APPLY ☒ **On a Shared Basis, One Time Regardless of the Number of Locations or Insureds** ☐ **Separately to Each Named Insured Scheduled on Policy**

COVERAGE	LIMITS OF INSURANCE
Professional Liability: Claims Made	
• Each Claim Limit	$6,000,000
• Aggregate Limit	$8,000,000
Sublimit – Abuse or Molestation	
• Each Claim Limit	$1,000,000
• Aggregate Limit	$1,000,000
General Liability: N/A	
• Each Limit	$N/A
○ Damage To Premises Rented To You Limit any one premises	$N/A
○ Medical Expense Limit any one person	$N/A

- Personal and Advertising Injury Limit any one person or organization $N/A
- General Aggregate Limit $N/A
- Products/Completed Operations Aggregate Limit $N/A

Policy Aggregate Limit of Insurance for All Coverages, All Insureds and All Locations: $8,000,000

4. CLAIM EXPENSES:

☒ Are included within the Limits of Insurance ☐ Have a separate Limit of Insurance

5. DEDUCTIBLE: $0 Each Occurrence or Each Claim

Applies to: ☐ Damages Only Damages and Claim Expenses

6. RETROACTIVE DATE: The Retroactive Date(s) for the claims made insurance provided by endorsements attached to and forming a part of the Coverage Part(s) may be different than the Retroactive Date(s) shown below. In that case, the Retroactive Date(s) applicable to the claims made insurance provided by those endorsements will be shown within each respective endorsement.

Retroactive Date – Professional Liability: 03/01/2004
Retroactive Date – General Liability: N/A
Retroactive Date – Abuse or Molestation: 03/01/2004

7. PREMIUM: $98,200 **25% Minimum Earned Premium applies, No Flat Cancellation**

Premium Basis: Per Run **How rates apply:** Per Run

8. FORMS AND ENDORSEMENTS FORMING A PART OF THIS POLICY ON ITS EFFECTIVE:

MHF 00 0001 04 19, MHF 00 0003 01 17, IC 24 0002 01 25, GSM 06 MHCF 801 1 (03/2012), MHF 21 0009 09 25, MHF 21 0012 06 22, MHF 21 0013 05 23, GS-06-MHCF-462 (04/2012), GSM 06 MHCF 402 1 04 2012, MHF 04 0008 07 15, MHF 94 0001FL (09 2022), IL 24 0005 01 25, IL 11 0001 07 22, MHF 24 0010 07 16

GeneralStar™

General Star Indemnity Company
400 Atlantic Street, 9th Floor
STAMFORD, CONNECTICUT 06901
(A stock insurance Company, herein called the Company)

NOTICE

THIS IS A CLAIMS MADE AND REPORTED FORM

MISCELLANEOUS HEALTHCARE FACILITIES

PROFESSIONAL LIABILITY INSURANCE COVERAGE PART

CLAIMS MADE AND REPORTED

THIS PROFESSIONAL LIABILITY COVERAGE PART PROVIDES COVERAGE ON A CLAIMS-MADE AND REPORTED BASIS. THE COVERAGE PROVIDED BY THIS POLICY IS LIMITED TO ONLY THOSE **CLAIMS** THAT ARISE FROM **MEDICAL INCIDENTS** TAKING PLACE ON OR AFTER THE RETROACTIVE DATE STATED IN THE DECLARATIONS WHICH ARE FIRST MADE AGAINST AN **INSURED** DURING THE **POLICY PERIOD** AND REPORTED TO US DURING THE **POLICY PERIOD** OR DURING ANY APPLICABLE EXTENDED REPORTING PERIOD.

PLEASE REVIEW THE POLICY CAREFULLY. THIS POLICY CONTAINS IMPORTANT EXCLUSIONS AND CONDITIONS. ALL WORDS OR PHRASES (OTHER THAN CAPTIONS) THAT ARE PRINTED IN BOLD FACE ARE DEFINED IN THE POLICY. PLEASE DISCUSS ANY QUESTIONS CONCERNING THE COVERAGE WITH YOUR INSURANCE AGENT OR BROKER.

WHAT TO DO IN CASE OF A CLAIM

In the event you become involved in a **Claim** or become aware of a **Potential Claim**, you should immediately report the details to:

General Star Indemnity Company
P.O. Box 1255
Stamford, CT
06904
Attention: Professional Liability Claims
Unit Fax: (866) 464-3678
GStarClaims@Generalstar.com

Note: Failure to promptly report a **Claim** or **Potential Claim** could jeopardize your coverage.

IMPORTANT

This policy is not effective unless a Declarations Page is issued.

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CONTENTS

SECTION I – INSURING AGREEMENT....3
SECTION II – WHO IS AN INSURED....4
SECTION III – LIMITS OF INSURANCE....5
SECTION IV - EXCLUSIONS....6
SECTION V - INSURED'S DUTIES IN THE EVENT OF A CLAIM OR POTENTIAL CLAIM....7
SECTION VI - EXTENDED REPORTING PERIODS....8

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MISCELLANEOUS HEALTHCARE FACILITIES

PROFESSIONAL LIABILITY COVERAGE PART
CLAIMS MADE AND REPORTED

The words "you" and "your" refer to the **Named Insured** shown in the Declarations. The words "we", "us" and "our" refer to the Company. The word "**Insured**" refers to any person or organization qualifying as such under the **WHO IS AN INSURED** section of the applicable Coverage Form. Other than titles or headings, words or phrases that appear in **bold type** have special meaning and are defined herein.

SECTION I – INSURING AGREEMENT

1. Insuring Agreement

We will pay all amounts up to our Limit of Insurance that an **Insured** becomes legally obligated to pay as **damages** because of:

a. **Claims** first made against an **Insured** during the **policy period** arising from a **medical incident** that takes place on or after the Retroactive Date shown in the Declarations or an Endorsement or Schedule attached to this policy and prior to the end of the **policy period** and reported to us in writing during the **policy period** or within thirty (30) days thereafter or during any Optional Extended Reporting Period, if applicable;

b. **Claims** first made against an **Insured** after the end of the **policy period** arising from a **medical incident** that takes place within the coverage territory on or after the Retroactive Date shown in the Declarations or an Endorsement or Schedule attached to this policy and prior to the end of the **policy period**, provided that you give us notice of said **potential claim** arising from such **medical incident** during the **policy period.**

No other obligation or liability to pay any sum or perform any act or service is covered unless explicitly provided for in this I**NSURING AGREEMENT**.

There is no coverage under this policy for any **claim** arising from a **medical incident** that took place before the Retroactive Date shown in the Declarations or an Endorsement or Schedule attached to this policy.

2. Defense and Settlement

a. We have the right and duty to defend any **claim** arising from a **medical incident** to which this policy applies even if it is groundless, false or fraudulent**.**

b. We have the exclusive right to appoint counsel to defend the **Insured**. Any counsel retained by an **Insured** without our advance written consent will be at the sole expense of the **Insured**.

c. No **Insured** shall admit liability for or settle any **claim** or **potential claim** or incur any **claim expense** without our written consent. We have the right to investigate and settle any **claim** or **potential claim** covered by this policy at our sole discretion as we deem appropriate.

d. Our payment of the Limit of Insurance ends our duty to defend or settle any **claim** or **potential claim** or pay any **claim expenses** or **damages** in connection with any **claim** or **potential claim**.

e. We have no duty to defend any **claim** not covered by this policy.

3. When A Claim Is First Made And When A Claim or Potential Claim is First Reported

a. A **claim** will be deemed first made at the earliest of the following times:
   (1) When any **Insured** first receives a demand for money or services resulting from a **medical incident**; or
   (2) When any **Insured** is first served with a **suit** or other proceeding requesting monetary **damages** because of a **medical incident**; or
   (3) When any **Insured** first gives written notice to us of a **potential claim** as required by this policy.

b. A **claim** or **potential claim** will be deemed to be first reported when we first receive written notice from an **Insured** of the **claim** or **potential claim**.

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c. An **abuse or molestation claim,** including a **related abuse or molestation claim** or **potential claim,** if such coverage is indicated as provided in the Declarations, will be deemed:

(1) To have occurred at the time of the first **abuse or molestation** incident;

(2) To be covered under this Coverage Part only if the first **abuse or molestation** incident takes place on or after the Retroactive Date shown in the Declarations or Endorsement or Schedule attached to this policy and before the end of the **policy period** and is made and reported in accordance with Paragraph 1 a. and b. of the Insuring Agreement.

d. All **related claims**, including **related abuse or molestation claims**, whenever made and reported, will be deemed to constitute a single **claim** first made and reported to us within the **policy period** in which the earliest of the **related claims** was first made and reported to us or when we first received notice of a **potential claim** that gave rise to such **related claims**.

e. All **damages** arising from **related abuse or molestation claims,** whenever made and reported, will be deemed to be a single **claim**:

(1) Whether committed by the same person or two or more persons acting in concert and without regard to the number of:

(a) Acts of **abuse or molestation** taking place after the first **abuse or molestation**;

(b) Victims of **abuse or molestation**;

(c) Locations where the **abuse or molestation** took place;

(d) Policy periods over which the **abuse or molestation** took place; or

(e) Breaches of any legal obligation arising out of any **abuse or molestation**, or suspected or threatened abuse or molestation, or breach of any duty to any person who was abused or molested.

SECTION II – WHO IS AN INSURED

1. Any individual or organization stated in the Declarations of this policy is a **Named Insured.**

2. The policy covers the **Named Insured** as follows:

a. If the **Named Insured** is designated in the Declarations as an individual, the **Named Insured's** spouse is an **Insured**, but only with respect to the conduct of a business of which the **Named Insured** is the sole owner;

b. If the **Named Insured** is designated in the Declarations as a partnership or joint venture, the partnership or joint venture's members, partners and their spouses are **Insureds**, but only with respect to the conduct of the **Named Insured's** business;

c. If the **Named Insured** is designated in the Declarations as a limited liability company, the **Named Insured** and the **Named Insured's** members and managers are also **Insureds**, but only with respect to the conduct of the **Named Insured's** business;

d. If the **Named Insured** is designated in the Declarations as an organization other than a partnership, joint venture or limited liability company; any Executive Officer thereof is an **Insured**, but only with respect to their duties as the **Named Insured's** officers or directors and exclusively in the rendering of **professional services** for the **Named Insured**;

e. If the **Named Insured** is designated in the Declarations as a trust, trustees are **Insureds**, but only in their capacity as trustees of the **Named Insured**.

3. Subject to the limitations below, the following are **Insureds**:

a. **Administrator(s)** and committee or board members for **claims** resulting directly from their duties in their capacity as a member of such committee or board;

b. Your students, employees and **volunteer workers** when working for you within the scope of their duties.

4. At our sole discretion, and subject to a., b. and c. below, any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, may qualify as a Named Insured if there is no other similar insurance available to that

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organization; provided however that:

a. Coverage under this provision is afforded only until the 90th day after you acquire or form the organization or the end of the **policy period**, whichever is earlier;

b. For any organization that during the **policy period** becomes your subsidiary or becomes controlled by you and over which you assume active management, you give written notice to us within ninety (90) days of the acquisition or assumption of control and at our sole discretion we add such entity by endorsement to this policy; and

c. No organization described above is covered for a **claim** arising from a **medical incident** that took place, in whole or in part, before you acquired it or assumed control over it or assumed active management of it.

No person or organization is an **Insured** with respect to the conduct of any current or past partnership, joint venture, or limited liability company that is not shown as a **Named Insured** in the Declarations.

5. **Insured** shall not include any person who is a resident, intern, physician, surgeon, dentist, licensed or certified registered nurse anesthetist, nurse midwife, podiatrist or chiropractor, arising out of a **medical incident**, whether or not they are students, employees or **volunteer workers**.

SECTION III – LIMITS OF INSURANCE

1. The Limits of Insurance shown in the Declarations fix the most we will pay regardless of the number of:

   a. **Claim**s or **potential claims** made and reported; or

   b. Persons or organizations making **claims**.

   In the event that the "Each Claim Limit" applies separately for each **Named Insured** as indicated in the Declarations, the Limits of Insurance identified shall apply separately to each covered **claim** against a specific individual **Named Insured**. These Limits of Insurance are part of, and not in addition to, the Policy "Aggregate Limit" of Insurance as referenced in the Declarations.

2. In the event that the "Each Claim Limit" applies on a shared basis regardless of the number of **Named Insureds**, as indicated in the Declarations, the Limits of Insurance shall apply one time to each covered **claim**, regardless of the number of **Named Insureds**. These Limits of Insurance are part of, and not in addition to, the Policy "Aggregate Limit" of Insurance as referenced in the Declarations.

3. In the event that Limits of Insurance apply separately to each **Named Insured** as indicated in the Declarations, the "Aggregate Limit" shown in the Declarations is the most we will pay for all **claims** to which this Coverage Part applies against a specific individual **Named Insured**.

4. In the event that Limits of Insurance apply, on a shared basis regardless of the number of **Named Insureds**, as indicated in the Declarations, the "Aggregate Limit" shown in the Declarations is the most we will pay for all **claims** to which this coverage part applies, regardless of the number of **Named Insureds**.

5. Subject to 2. or 3. above and as indicated in the Declarations, the "Each Claim Limit" shown in the Declarations is the most we will pay for **claims** to which this insurance applies arising out of any one **medical incident** or **related medical incidents**. All **related claims,** including **related abuse or molestation claims,** covered by this policy shall be considered a single **claim** for the purpose of this insurance and shall be subject to a single deductible and a single "Each Claim Limit".

6. Separate **claims** arising from **related medical incidents,** including **related abuse or molestation** incidents, that extend over more than one **policy period** will be treated as a single **claim** first made during the **policy period** of the first of such **claims** reported to us or during the **policy period** in which we first receive notice of a **potential claim** involving a **medical incident** comprising one of the **related medical incidents**.

7. In the event **claim expenses** are included within the Limits of Insurance as specified in the Declarations, the "Each Claim Limit" is the limit of our liability for all **damages** and **claim expenses** for each **claim**.

   The "Each Claim Limit" stated in the Declarations is subject to the "Aggregate Limit" which is the total limit of our liability under this policy for all **damages** and **claim expenses** for all **claims**.

8. In the event **claim expenses** are in addition to the Limits of Insurance as specified in the Declarations, the "Each Claim Limit" is the limit of our liability for **damages** resulting from each **claim** covered. There shall be

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a separate "Each Claim Limit" applicable to **claim expenses** for any such **claim** equal to the "Each Claim Limit". All **related claims,** including **related abuse or molestation claims,** shall be subject to a single Deductible and a single "Each Claim Limit" for **damages** and a single and separate "Each Claim Limit" applicable to **claim expenses**.

The "Each Claim Limit" for **damages** stated in the Declarations is subject to the "Aggregate Limit" which is the total limit of our liability under this policy for all **damages** for all **claims**.

The separate "Aggregate Limit" applicable to all **claim expenses** is the limit of our liability under this policy for all **claim expenses** for all **claims**.

9. The "Policy Aggregate Limit" of Insurance for All Coverages, All Insureds and All Locations" (if applicable) is the most we will pay for **damages** and **claim expenses** in all covered **claims** regardless of the number of **Insureds** or **Named Insureds** during this **policy period** under any Professional Liability and General Liability Coverage Parts.
10. The Limits of Insurance shown as a sublimit of the Professional Liability Limits in the Declarations of the policy for **ABUSE OR MOLESTATION** (if any) will apply to **claims** for which the **Insured** is legally liable, arising out of, resulting from, caused by or contributed to resulting from any actual, alleged, attempted or proposed **abuse or molestation**. This **Abuse or Molestation** sublimit shall be a part of and not in addition to the Professional Liability Limits of Insurance shown in the Declarations.

    If this sublimit is exhausted by payment of **claims** prior to the termination date of this policy, or the end of any Extended Reporting Period, if purchased, then any and all obligations of the Company under this policy with respect to matters covered by this sublimit shall be deemed to be completely fulfilled and extinguished on the date of such exhaustion
11. The deductible amount is a part of, and not in addition to, the Limits of Insurance shown in the Declarations. The deductible reduces the Limit of Insurance amount that can be paid under this policy.
12. In the event that there is a separate "Aggregate Limit" for **claim expense** and for **damages,** and the deductible amount applies to **claim expense** and **damages**, the deductible amount applies once per **claim**. In the event that the deductible applies to **damages** only, the **Insured** shall pay for **damages** in the amount of the deductible for each **claim**.

SECTION IV - EXCLUSIONS

We will not defend or pay for any **damages** or **claim expenses** for any **claim** or **potential claim** arising out of, resulting from, caused by or contributed to by:

1. **Common Policy Provisions Exclusions**: any matter that is excluded under the **COMMON POLICY PROVISIONS, GENERAL EXCLUSIONS 2** through **25** of this policy.
2. **General Liability Coverage**: Any matter covered under any General Liability insurance provided by us or any other company.
3. **Abuse or Molestation** as defined in the Common Policy Provisions, unless coverage is indicated as a sublimit on the Declarations.

    However, except for paragraph 4 below, this exclusion will not apply to **claim expenses** on behalf of the **Insured** until such time of final adjudication, or a binding alternative dispute resolution, adverse to the **Insured.**

4. a. Any **abuse or molestation** committed against any present or former employee of, or an applicant for employment with, the **Insured**.
    b. Any obligation of any **Insured** under a workers' compensation, disability benefits or unemployment compensation law or similar law.
    c. Any punitive or exemplary damages or that part of any award not attributable to actual or compensatory damages.

5. Auto, Watercraft or Aircraft: The ownership, maintenance or repair, operation, entrustment, use, **loading or unloading** of any **auto**, watercraft or aircraft.

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This exclusion also applies to any land vehicle, whether or not self-propelled, which is:

a. Not subject to motor vehicle registration;

b. Not designed for use on public roads; or

c. Maintained and/or used exclusively on premises owned by or leased to the **Insured**.

This exclusion applies even if the **claims** or **potential claims** against any **Insured** allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that **Insured**, if the **medical incident** that caused the injury involved the ownership, maintenance, use or entrustment to others of any **auto**, aircraft or watercraft that is owned or operated by or rented or loaned to any **Insured**.

However this exclusion does not apply to an **ambulance** when: transporting and moving a patient; placing a patient in the **ambulance**; removing a patient from the **ambulance**; or placing a patient at the final destination.

6. **Bodily Injury / Property Damage**: **Bodily injury** or **property damage** except if such **bodily injury** or **property damage** arise in connection with a **medical incident**.

7. **Communicable Disease**: Any oral or written statements, representations or allegations about a **communicable disease** or its presence or existence.

This exclusion does not apply to any **claim** arising out of, resulting from, caused or contributed to by an **Insured's** certification or documentation regarding the status of:

a. Blood;

b. Blood component;

c. Human or artificial organ; or

d. Human or artificial tissue

with respect to a **communicable disease**.

8. **Pollution**:

a. The actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of **pollutants** at any time;

b. A request, demand, or order that any **Insured** or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of **pollutants**; or

c. A **claim** by or on behalf of a governmental authority or others for **damages** because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of **pollutants**;

d. Any actual or alleged breach of duty, negligent act, error or omission, by any **Insured** or of any person for whose acts any **Insured** is legally liable which results in a **claim** as described in b. or c. above.

Pollutants mean any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to, oil petroleum substances, or derivatives (including any oil refuse or oil mixed with wastes), smoke, vapor, soot, fumes, acids, alkalis, chemicals, biological and other etiological agents or materials, genetically engineered materials, teratogenic, carcinogenic and mutagenic materials and waste. Waste includes material intended to or have been recycled reconditioned or reclaimed.

SECTION V - INSURED'S DUTIES IN THE EVENT OF A CLAIM OR POTENTIAL CLAIM

1. **Insured's** duties in the event of a **claim**.

a. You must notify us in writing as soon as practicable of a **claim** under this policy. However that report must be made to us in writing no later than:
   (1) The end of the **policy period**;
   (2) The end of the Automatic Extended Reporting Period; or
   (3) The end of the Optional Extended Reporting Period, if any.

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b. Written notice should be as complete as possible and must include:
   (1) The date, time and place of the **medical incident** giving rise to the **claim**;
   (2) Who was involved;
   (3) A description of the circumstances surrounding the **medical incident** including any specific injury or damage which has or may have resulted; and
   (4) The names and addresses of any injured people and witnesses.

c. You must immediately record the specifics of a **claim** including any demands, notices, summonses, or legal papers, the date received and notify us in writing as soon as practicable.

d. You and any other **Insured** involved in such **claim** must:
   (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the **claim**;
   (2) Authorize us to obtain records and other information;
   (3) Cooperate with us in the investigation, settlement or defense of the **claim**; and
   (4) Assist us, upon our request, in the enforcement of any right against any person or organization that may be liable to the **Insured** because of injury or damage to which this policy may also apply.

e. No **Insured** will, except at that **Insured's** own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our written consent.

2. Insured's duties in the event of a **potential claim**.

a. You must notify us in writing as soon as practicable of a **potential claim** under this policy. However that report must be made to us in writing no later than:
   (1) The end of the **policy period**; and
   (2) Not later than one hundred eighty (180) days after the date an **Insured** becomes aware of the **medical incident** that gave rise to the **potential claim**.

b. Written notice should be as complete as possible, and must include:
   (1) The date, time and place of the **medical incident** giving rise to the **potential claim**;
   (2) Who was involved;
   (3) A description of the circumstances surrounding the **medical incident** including any specific injury or damage which has or may have resulted;
   (4) The names and addresses of any injured people and witnesses; and
   (5) The reason(s) for anticipating that the **medical incident** can reasonably be expected to result in a **claim**.

c. You and any other **Insured** involved in such **potential claim** must cooperate with us in the investigation of the **potential claim**.

SECTION VI - EXTENDED REPORTING PERIODS

1. Automatic Extended Reporting Period:

a. In the event of cancellation or nonrenewal of this policy, an Automatic Extended Reporting Period of thirty (30) days effective at the termination of the policy period will be provided by us at no additional premium charge.

b. This Automatic Extended Reporting Period will only be provided if the policy has not been replaced with another policy issued by an unrelated insurance carrier or self-insurer.

c. This Automatic Extended reporting Period shall extend the time in which an **Insured** may give written notice to us of **claims** first made against an **Insured** during this Automatic Extended Reporting Period resulting from a **medical incident** that took place on or after the Retroactive Date but prior to the termination of the **policy period**, subject to its terms, limitations, exclusions and conditions.

d. The deductible amount shown in Item 5. of the Declarations (if any) shall apply to the Automatic Extended Reporting Period.

2. Optional Extended Reporting Period:

a. An Optional Extended Reporting Period (Tail Coverage) is available to the **Named Insured** in the event:

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(1) Of cancellation or non-renewal of the entire policy by the first **Named Insured** or us, or of cancellation of the policy with respect to any individual **Named Insured** other than the first **Named Insured**, for any reason other than:
   (a) Flat cancellation by us effective at policy inception for non-payment of any premium due;
   (b) Cancellation by us effective mid-term for non-payment of any premium;
   (c) Failure to comply with policy provisions;
   (d) Non-payment of a deductible(s);
   (e) Failure to cooperate with us; or
   (f) Fraud, concealment or material misrepresentation of facts in the Application or Renewal Application for this policy or any renewal policy for this insurance; or

(2) We advance a Retroactive Date from one previously applied by us.

However, the quotation of a different premium, deductible and/or Limit of Insurance for renewal does not constitute a cancellation or refusal to renew for the purpose of this provision.

b. For an additional premium, each **Named Insured** shall have the right to extend the time during which **claims** can be reported to us. The additional premium will be the percentage shown in item 7. in the Declarations of that **Named Insured's** full annual premium for either twelve (12) months, twenty-four (24) months or thirty-six (36) months following the effective date of such cancellation or non-renewal. This right shall terminate, however, unless written notice of such election together with the full additional premium is received by us from the **Named Insured** within thirty (30) days after the effective date of the cancellation or nonrenewal.

c. The Optional Extended Reporting Period extends the time to give written notice to us of **claims** first made against an **Insured** during this Optional Extended Reporting Period for any **medical incident** occurring on or after the Retroactive Date and prior to the end of the **policy period**, subject to its terms, limitations, exclusions and conditions.

d. The Optional Extended Reporting Period may not be cancelled. At the commencement of any Optional Extended Reporting Period, the entire premium shall be deemed earned and we shall not be liable to return to the **Insured** any portion of the premium for any Optional Extended Reporting Period.

e. The fact that the time period during which **claims** may be first made against the **Insured** under the policy is extended by an Optional Extended Reporting Period shall not in any way increase the Limits of Insurance of this policy. The Limits of Insurance available under any Optional Extended Reporting Period shall be part of, and not in addition to, the Limits of Insurance available to the **Named Insured** on the date of cancellation or nonrenewal of this policy. Any Optional Extended Reporting Period shall not extend the **policy period**. Further, the Automatic Extended Reporting Period does not extend the time to purchase the Optional Extended Reporting Period.

f. The deductible amount shown in Item 5. of the Declarations (if any) shall apply to any Optional Extended Reporting Period.

IN WITNESS WHEREOF the Company has caused this Policy to be signed by its President and Secretary at Stamford, Connecticut, but the same shall not be binding upon the Company unless countersigned in the Declarations by an authorized representative of the Company.

General Star Indemnity Company

Secretary

President

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GeneralStar™

General Star Indemnity Company

400 Atlantic Street, 9th Floor
STAMFORD, CONNECTICUT 06901
(A stock insurance Company, herein called the Company)

MISCELLANEOUS HEALTHCARE FACILITIES

COMMON POLICY PROVISIONS

The words "you" and "your" refer to the **Named Insured** shown in the Declarations. The words "we", "us" and "our" refer to the Company. The word "**Insured**" refers to any person or organization qualifying as such under the **Who Is An Insured** section of the applicable Coverage Part.

Other than titles or headings, words or phrases that appear in **bold type** have special meaning and are defined in the Coverage Parts.

CONTENTS

SUPPLEMENTARY PAYMENTS 1
DEFINITIONS 2
GENERAL CONDITIONS 5
GENERAL EXCLUSIONS 9

SUPPLEMENTARY PAYMENTS

We will pay, in addition to the applicable Limit of Insurance:

1. Up to $250 for loss of earnings to each individual **Insured** for each day or part of a day of such **Insured's** attendance. at our request at a trial, hearing or arbitration proceeding involving a **claim** against such **Insured** for covered **damages,** but the maximum amount so payable regardless of the number of **claims** or **Insureds** attending a trial, hearing or arbitration proceeding shall not exceed $5,000; and
2. Up to $5,000 to each **Insured** for attorney fees and other costs, expenses or fees resulting from the investigation or defense of a proceeding before a state licensing board, local accounting board, self-regulatory agency, ethics commission or governmental regulatory body, excluding fee disputes, provided that notice of such a proceeding is first received by an **Insured** and reported to us during the **policy period**.
3. Up to $5,000 to each **Insured** for expenses incurred by any **Insured** resulting from subpoenas for documents or testimony including legal advice, legal counsel and the production of documents arising out of an **occurrence** or **medical incident** under a Coverage Part to which this insurance applies.

DEFINITIONS

1. **Abuse or Molestation** means:
   a. The alleged, actual, threatened, unwelcome or offensive:
      (1) Physical conduct, including sexual abuse or molestation; or
      (2) Verbal or written conduct or conduct using visual images, including conduct by electronic means;
   Including:

   b. The negligent:
      (1) Employment;
      (2) Investigation;
      (3) Supervision;
      (4) Reporting to proper authorities, or failure to so report; or
      (5) Retention;
   of a person for whom any insured is or ever was legally responsible. and whose conduct is defined by Paragraph 1.a.(1) and (2) above; and

   c. Breach of any legal obligation arising out of any **abuse or molestation event**, or suspected or threatened molestation, or breach of any duty to any person who was abused or molested.

2. **Administrator(s)** means any **administrator**, superintendent, chief executive officer, medical director, department head (including the head of the medical staff) and any staff member that performs administrative duties for you.

3. **Ambulance** means any aircraft, **auto** or watercraft equipped for transporting the sick or injured.

4. **Auto** means**:**
   a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or

   b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law in the state where it is licensed or principally garaged.

   However, **auto** does not include **mobile equipment**.

5. **Bodily Injury** means **bodily injury**, sickness or disease sustained by a person, including loss of services or death resulting from any of these at any time.

6. **Claim** means:

   a. A **suit**;

   b. A written order or demand for **damages**, which is not a **suit**, arising from an **occurrence** or **medical incident**; or

   c. An arbitration proceeding or other alternative dispute resolution proceeding seeking **damages**, to which an **Insured** is required to submit by statute or court rule or to which an **Insured** submits with our consent, arising from an **occurrence** or **medical incident**.

   Claim does not include **potential claims**, or a **suit**, written order or demand, or proceeding seeking solely declarative, injunctive or other non-pecuniary or equitable relief; or that portion of a **suit**, written order or demand or proceeding seeking **damages** that also seeks declarative, injunctive or other non-pecuniary or equitable relief.

7. **Claim Expense** means:

   a. Reasonable and necessary fees charged by an attorney we designate; and

   b. All other reasonable and necessary fees, costs and expenses;

   that are incurred by or on behalf of an **Insured** in the investigation, adjustment, defense and appeal of a **claim**. To be covered by this policy, **claim expenses** must be incurred by us or by you with our prior written consent.

   Claim Expense does not include:

   a. Civil fines, penalties or taxes;

   b. Criminal fines or penalties;

c. Administrative or other fines or penalties;

d. Sanctions;

e. Any portion of any judgment, award or verdict that represents a multiple of the compensatory amounts;

f. Punitive or exemplary **damages**;

g. Salaries and expenses of you, your employees, or of any **Insured**; or

h. Those items included in **SUPPLEMENTARY PAYMENTS**.

8. **Communicable Disease** means an illness due to an infectious agent or its toxic products that is transmitted, directly or indirectly, to a person from an infected person, animal or anthropoid, or through the agency of an intermediate animal, host or vector of the inanimate environment.

Communicable Disease shall include, but not be limited to, Acquired Immune Deficiency Syndrome (AIDS) or Human Immunodeficiency Virus (HIV), Severe Acute Respiratory Syndrome (SARS), chicken pox, hepatitis, measles, meningitis, mononucleosis, whooping cough, cholera and bubonic plague.

9. **Damages** means sums, including punitive or exemplary **damages**, if insurable under applicable law, that an **Insured** becomes legally obligated to pay as a result of a **claim**. **Damages** do not include:

a. Sanctions, fines, taxes or penalties;

b. Payment for **professional services**, including refund of fees, withdrawal or reduction of fees paid to an Insured;

c. Disgorgement of profits and/or rescissory **damages**;

d. Attorneys' fees in defense of a person or entity other than an **Insured**; or

e. Costs of non-pecuniary or equitable relief.

10. **Executive Officer** means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document.

11. **Insured** means any person or entity qualifying as such under **SECTION II – WHO IS AN INSURED** of the **PROFESSIONAL LIABILITY INSURANCE COVERAGE PART** or of the **GENERAL LIABILITY COVERAGE PART**, if applicable.

12. **Loading or Unloading** means the handling of property:

f. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or auto;

g. While it is in or on an aircraft, watercraft or **auto**; or

h. While it is being moved from an aircraft, watercraft or **auto** to the place where it is finally delivered;

but **loading or unloading** does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or **auto**.

13. **Medical Incident** means any act, error or omission, or a series of related acts, errors or omissions, in the providing of or failure to provide **professional services** including the actual, threatened, attempted, proposed or alleged abuse and/or molestation of a patient of an **Insured** if a sublimit for **Abuse or Molestation** is shown in the Limits of Insurance in the Declarations. This includes an **Insured's** responsibility for anyone acting under the **Insured's** direction or control.

14. **Mobile Equipment** means any of the following types of land vehicles, including any attached machinery or equipment:

a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;

b. Vehicles maintained for use solely on or next to premises you own or rent;

c. Vehicles that travel on crawler treads;

d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:
(1) Power cranes, shovels, loaders, diggers or drills; or
(2) Road construction or resurfacing equipment such as graders, scrapers or rollers;

e. Vehicles not described in a., b., c. or d. above that are not self-propelled and are maintained primarily to

provide mobility to permanently attached equipment of the following types:
(1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or
(2) Cherry pickers and similar devices used to raise or lower workers;

f. Vehicles not described in a., b., c. or d. above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not **mobile equipment** but will be considered **autos**:

a. Equipment designed primarily for:
(1) Snow removal;
(2) Road maintenance, but not construction or resurfacing; or
(3) Street cleaning;

b. Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and

c. Air compressors, pump and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, **mobile equipment** does not include land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance law in the state where it is licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law are considered **autos**.

15. **Named Insured(s)** means the person or entity named as such on the Declarations or in an Endorsement or Schedule attached to the policy.

16. **Occurrence** means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.

17. **Peer Review** means the assessment of the quality of services rendered by any person or organization providing **professional services**.

18. **Policy Period** means the period beginning at 12:01 A.M. standard time at the address of the first **Named Insured** on the inception date of coverage specified in the Declarations, issued to the **Named Insured**, to 12:01 a.m. standard time at the address of the first **Named Insured** on the expiration date specified in the Declarations, unless the policy is terminated at a different date.

Coverage added to this policy after its effective date begins on the date shown on the endorsement.

19. **Potential Claim** means a **medical incident** of which an **Insured** is aware of that can reasonably be expected to result in a **claim**.

20. **Professional Services** means services performed in the treatment or care of any person, including medical, dental, nursing, psychiatric, osteopathic, chiropractic, or other professional healthcare services, including:

a. The furnishing of food, beverages, medications, or equipment or appliances in connection with such treatment or care;

b. The furnishing of such professional healthcare services as a member of a board or committee for formal accreditation or standards review (including **peer review**) or similar professional board or committee, including executing the directives of such board or committee; and

c. The postmortem handling of human bodies.

21. **Property Damage** means:

a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to take place at the time of the physical injury that caused it; or

b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to take place at the time of the **medical incident** or **occurrence** that caused it.

For the purposes of this insurance, electronic data is not tangible property.
As used in this definition, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks,

CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

22. **Related abuse or molestation** means acts having a common nexus with, or involving, a series of causally or logically related acts.

23. **Related Claims** means all **claims** arising out of, resulting from, or involving the same **medical incident** or a series of **related medical incidents** including **related abuse or molestation** incidents**.**

24. **Related Medical Incident** means all **medical incidents,** including **related abuse or molestation** incidents, that are temporally, logically or causally connected by any common fact, circumstance, situation, transaction, or event, regardless of the number and identity of the claimants, the number and identity of **Insureds** involved, or the number and timing of the **related medical incidents**, and even if the **related medical incidents** comprising a single **claim** were made in more than one **policy period**.

25. **Suit** means a civil proceeding in which **damages** because of a **medical incident**, **bodily injury**, **property damage** or **Personal and Advertising Injury** to which this insurance applies are alleged. **Suit** includes:
    a. An arbitration proceeding in which such **damages** are claimed and to which the **Insured** must submit or does submit with our consent; or
    b. Any other alternative dispute resolution or proceeding in which such **damages** are claimed and to which the **Insured** submits with our consent.

26. **Volunteer worker** means a person who is not your employee, and who donates his or her work and acts at the direction of and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

GENERAL CONDITIONS

1. Your Duties As The First Named Insured In the Declarations

When there is more than one **Named Insured**, the **Named Insured** first named on the Declarations, on behalf of all others, will be:

a. Authorized to make changes in the terms of this policy with our consent;

b. The payee of any premiums we refund; and

c. Responsible for:
    (1) The payment of all premiums due;
    (2) Keeping records of the information we need for premium computation, and sending us copies at such times as we may request;
    (3) Notifying us that the **Insureds** want to cancel this policy;
    (4) Decisions to purchase or not to purchase an Extended Reporting Period; and
    (5) Maintaining all required underlying or mandated insurance.

2. Cancellation / Non-Renewal / Non-Payment / Rescission

a. Cancellation - **Named Insured's** Request

The first **Named Insured** may cancel all coverage under the policy at any time, by giving ten (10) days advanced written notice to us. Such written notice must specify the future date that cancellation is requested. All coverage will end at 12:01 A.M. Standard Time on the cancellation date, at the first **Named Insured's** address referenced in the Declarations. Unearned premium will be refunded to the first **Named Insured**, within a reasonable period of time, in accordance with the customary short rate table and procedure, subject to the retention by us of any minimum earned premium stated in the Declarations.

b. Cancellation - Company's Request

We may cancel coverage under this policy by mailing advanced notice, to the last known address of the first **Named Insured**, stating our intent to cancel the policy not less than thirty (30) days prior to the cancellation date. Such notice shall include the cancellation date of the policy and the reason for cancellation. The unearned premium, if any, will be refunded to the first **Named Insured**, within a reasonable period of time, in accordance with the customary pro rata tables and procedures, subject to the retention by the Company of any minimum earned premium stated in the Declarations.

In the case of nonpayment or incomplete payment of premium, the policy may be canceled by us by mailing written notice to the first **Named Insured** at the address shown in the policy at least ten (10) days before

the effective date of cancellation.

c. Non-Renewal
We may non-renew this policy by mailing or delivering to the first **Named Insured** at the address stated in the Declarations, written notice of non-renewal at least sixty (60) days before the expiration date of this policy. The offer of renewal policy terms, conditions, or premium amount different than those in effect prior to renewal does not constitute non-renewal.

d. Non Payment of the Renewal Premium
The policy's renewal premium is due and payable on or before the due date. Non payment or incomplete payment of the renewal premium owed shall be deemed cancellation by the first **Named Insured** effective at the end of the then expired **policy period**.

e. Authorization To Apply Any Premium Refund To Unpaid Deductible(s)
We may apply any unearned premium refund towards any outstanding unpaid deductible(s) due us under the terms of this policy. In this eventuality, within a reasonable period of time, the Company shall provide the first **Named Insured** with a detailed explanation of the transaction and shall refund to the first **Named Insured** any unearned premium in excess of the unpaid deductible(s).

3. Rescission, Concealment, Misrepresentation, Fraud
By signing the application for insurance and accepting this policy, you on behalf of all **Insureds** agree, represent and warrant that:

a. The statements and information contained in the Application, including all statements, information and documents referenced in, accompanying, or relating to, the Application are:
(1) Incorporated in and made part of this policy by reference;
(2) Accurate and complete and no facts have been suppressed, omitted or misstated; and
(3) Material to us, and we have issued this policy in reliance upon the truth, completeness and accuracy of the information contained in the application and its supporting documents;

b. Any failure to fully and accurately disclose the information requested in the Application, whether by omission or suppression, or any misrepresentation in the statements and information contained in the Application, including all statements, information and documents referenced in, accompanying, or relating to, the application, renders coverage for any **claim(s)** or **potential claim(s)** null and void and entitles us to rescind the policy from its inception.

4. Examination of Your Books and Records
We may examine any **Insured** under oath, while not in the presence of any other **Insured** and at such times as may be reasonably required, about any matter relating to this insurance or any **claim** or **potential claim**, including an **Insured's** books and records. In the event of an examination, the **Insured's** answers must be signed.

5. Headings
The description in the headings and subheadings of this policy is solely for convenience and forms no part of the terms and conditions of coverage.

6. Inspections and Surveys
a. We have the right, but are not obligated, to:

(1) Make inspections and surveys at any time;
(2) Give you reports on the conditions we find;
(3) Recommend changes; or
(4) Conduct loss control and prevention activity.

b. Any inspections, surveys, reports, or recommendations relate only to insurability and the premiums to be charged.

c. We do not:

(1) Make safety inspections;
(2) Undertake to perform the duty of any entity to provide for the health or safety of workers or the public; or
(3) Warrant that conditions are safe or healthful, or that they comply with laws, regulations, codes or standards.

This provision applies not only to us, but also to any rating, advisory, rate service, or similar organization which makes insurance inspections, surveys, recommendations, reports, or gives loss control or prevention advice, on our behalf.

7. Insurance Under More Than One Coverage Part or Policy

a. If any **claim** is covered under more than one Coverage Part of this policy, we will not pay more than the single greatest Limit of Insurance under any one Coverage Part applicable to the **claim**.

b. If any **claim** reported under this policy is also covered, in whole or in part, under any other policy or policies issued by us or any of our affiliated companies to the **Named Insured** or to any person who controls, is controlled by, or affiliated by common control with, the **Named Insured**, then with respect to such **claim**;

(1) We shall not be liable under this policy for a greater proportion of any **damages** to which this coverage applies than the applicable Limit of Insurance under this policy bears to the sum of the Limits of Insurance of all policies providing coverage for such **damages**; and

(2) The total limit of our liability for any such **claim** shall not exceed the single greatest applicable Limit of Insurance or benefit under any one policy providing coverage for such **claim**; and

c. The affording of insurance under more than one policy shall not serve to increase our Limits of Insurance for any one **claim**.

8. Legal Action Against The Company

No action shall lie against us unless there shall have been full compliance with all of the terms of this policy, nor until the amount of an **Insured's** obligation to pay shall have been finally determined, either by judgment against the **Insured** or by written settlement agreement between the **Insured** and the claimant, entered into with our written consent.

Any person or organization or the legal representative thereof who has secured a judgment or written settlement agreement shall thereafter be entitled to recover under this policy to the extent of the insurance afforded by this policy. A written settlement agreement means a settlement and release of liability signed by the **Insured** and the claimant or the claimant's legal representative with our written consent. No person or organization shall have any right under this policy to join us as a party to any action against an **Insured** to determine the **Insured's** liability, nor shall we be impleaded by any **Insured** or his legal representative in an action against such **Insured**.

9. Other Insurance

a. If there is other valid insurance (whether primary, excess, contingent or self-insurance, including Extended Reporting Period coverage in an **Insured's** previous insurance or Retroactive or Prior Acts coverage in a replacement policy that may apply to a **claim** covered by this policy, the insurance provided hereunder shall be deemed excess insurance over and above the applicable limit of all other insurance or self-insurance unless such other insurance or self-insurance is secured specifically to apply as excess over the Limits of Insurance set forth in the Declarations of this policy.

b. When this insurance is excess, we shall have no duty under this policy to defend any **claim** that any other insurer or self-insurer has a duty to defend. If such other insurer or self-insurer refuses to defend such **claim**, we shall be entitled to the **Insured's** rights against all other insurers or self-insurers for any **claim expenses** and **damages** incurred by us. The **Insured** shall take whatever action is necessary to transfer such rights to us and shall take no action to impair or prejudice such rights.

c. Except as provided for in Section 8 of these **GENERAL CONDITIONS**, if a **claim** involves two or more policies, each of which provides that its insurance shall be excess and none of which was bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this policy, then we will share in such loss on a pro rata basis. However, in the event that the Company or an affiliated company issues more than one policy that applies to a **claim** on other than an excess basis, the maximum Limit of Insurance available will be the greater of the policies issued.

10. Medical Professionals Providing Services to the Named Insured

It is warranted that each resident, intern, physician, surgeon, dentist, licensed or certified registered nurse anesthetist, nurse midwife, podiatrist, and chiropractor providing **professional services** at the **Named Insured's** facility, will maintain Professional Liability Insurance with limits equal to or greater than $1,000,000 per incident/occurrence and $3,000,000 aggregate.

11. Policy Changes

The terms of this policy shall not be waived or changed except by an Endorsement issued to form a part of this policy.

12. Premium

a. All premiums for this policy shall be computed in accordance with our rules, rates, rating plans, premiums and minimum premiums applicable to this insurance. The first **Named Insured** shall maintain records of the information necessary for premium computation and shall send copies of such records to the Company at such times as we may direct.

b. At the close of each audit period we may compute the earned premium for that period and send notice to the first **Named Insured**. The due date for any audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the **policy period** is greater than the earned premium, we will return the excess to the first **Named Insured**.

13. **Territory**
With respect to the **PROFESSIONAL LIABILITY INSURANCE COVERAGE PART** the insurance afforded by this policy applies only to **claims** or **potential claims** that are first made and reported to us during the **policy period** as stated on the Declarations, if the **claim** or **potential claim** is made and **suit**, if any, is brought and maintained within the United States of America, its territories, possessions, Puerto Rico or Canada.

14. Assignment
This policy may not be assigned without first obtaining our written consent. No **Insured's** rights under this policy are assignable. If any **Insured** shall die or be adjudged incompetent, this insurance shall terminate for such person, but shall cover the **Insured's** legal representative with respect to liability previously incurred and covered by this insurance.

15. Subrogation
To the extent of any payment under this policy, we shall be subrogated to all the **Insured's** rights of recovery against any person, organization or entity, and all **Insureds** shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The **Insured** shall do nothing to prejudice such rights.

16. Reimbursement
While we have no duty to do so, if we pay **damages** or **claim expenses:**

a. Within the amount of the applicable deductible; or

b. In excess of the applicable Limit of Insurance; or

c. Under a reservation of rights to seek reimbursement, and it is determined that we are entitled to reimbursement,

All **Insureds** for whose benefit payment was made shall be jointly and severally liable to us for such amounts. Upon written demand, any such **Insured** shall repay such amounts to us within thirty (30) days. Failure to pay any amount indicated may lead to policy termination.

17. Conformity to Statute
In the event that any terms, conditions or exclusions of this policy conflict with any applicable law, the terms of this contract shall, by this statement, be amended to conform to such law or laws.

18. Bankruptcy or Insolvency of Insured
Bankruptcy or insolvency of the **Insured** or of the **Insured's** estate shall not relieve us of any of our obligations under this policy.

19. Disclosures on Renewal Applications.
Disclosure of a **claim** or **potential claim** on a renewal application for insurance or a Claim Information Supplement that is submitted to us shall not be notice of a **claim** or **potential claim**. In order to provide notice of a **claim** or **potential claim** you must follow reporting requirements stated in the **GENERAL CONDITIONS** section above.

GENERAL EXCLUSIONS

We will not defend or pay **damages** or **claim expenses** for any **claim** or **potential claim** arising out of, resulting from, caused by or contributed to by any of the following:

1. Abuse or Molestation:
Including:

a. Any **abuse or molestation** committed against any present or former employee of, or an applicant for employment with, the **Insured**.

b. Any obligation of any **Insured** under a workers' compensation, disability benefits or unemployment compensation law or similar law.

c. Any punitive or exemplary damages or that part of any award not attributable to actual or compensatory damages.

2. **Activities for Other than the Named Insured**: The rendering of or failure to render **Professional Services** by any **Insured** for any enterprise or entity which is not a **Named Insured**.

3. **Antitrust and Deceptive Practices**: Violation of the antitrust laws, or deceptive acts or practices in trade or commerce which involve violations of any state or federal antitrust or trade regulation laws.

4. **Asbestos**: Asbestos or exposure to asbestos, including asbestos contained in other materials; or the costs of abatement, mitigation, removal or disposal of asbestos. This exclusion also applies to:

   a. Any supervision, instructions, recommendations, warnings or advice given or which should have been given in connection with the above; and

   b. Any obligation to share with or repay someone else that must pay for any such **claim**.

5. **Confidential Information**: An **Insured's** unauthorized or improper use, release, or disclosure of confidential, privileged or non-public material or information, for any purpose whatsoever, including, but not limited to, any such use, release, or disclosure of a patient's medical records in violation of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any regulations promulgated in connection therewith. This exclusion however, shall not apply where the **Insured's** use, release, or disclosure was inadvertent, accidental, or without the consent or acquiescence of the **Insured**.

6. **Contractual Liability**: Liability for which the Insured is obligated to pay damages by reason of the assumption of liability by an **Insured** under any oral or written contract or agreement, including any warranty. This exclusion shall not apply to liability for damages:

   a. That the Insured would have in the absence of such contract, agreement or warranty.

   b. Assumed in a contract or agreement that is an insured contract, provided the bodily injury or property damage occurs subsequent to the execution of the contract or agreement.

      Solely for the purposes of liability assumed in an **insured contract**, reasonable attorney fees and necessary litigation expenses incurred by or for a party other than an **Insured** are deemed to be **damages** because of **bodily injury** or **property damage**, provided:

      (1) Liability to such party for, or for the cost of, that party's defense has also been assumed in the same insured contract; and
      (2) Such attorney fees and litigation expenses are for defense of that party against a civil or alternative dispute resolution proceeding in which damages to which this insurance applies are alleged.

7. **Criminal Act**: Any criminal, malicious, dishonest or fraudulent act, error or omission committed by or at the direction of any **Insured**.

8. **Discrimination**: Discrimination based on, but not limited to, race, color, creed, sex, religion, age, national origin, marital status, pregnancy status, physical or other disability, HIV or AIDS status or sexual orientation, regardless of whether such alleged discrimination violates a federal, state or local governmental law or regulation prohibiting such discrimination.

9. **Dispute Over Fees and Charges**: Any dispute involving any **Insured's** fees or charges, over charges or cost over-runs.

10. **Employer's Liability**: **Bodily injury** to:

    a. An employee of the **Insured** arising out of and in the course of:
       (1) Employment by the **Insured**; or
       (2) Performing duties related to the conduct of the **Insured's** business; or

    b. The spouse, child, parent, brother or sister of that employee as a consequence of (1) above. This

    exclusion applies:
       (1) Whether the **Insured** may be liable as an employer or in any other capacity; and
       (2) To any obligation to share **damages** with or repay someone else who must pay **damages** because of the injury.

This exclusion does not apply to liability assumed by the **Insured** under an **insured contract**.

11. Employment Practices Liability:

a. Injury to a person arising out of any:
   (1) Refusal to employ that person;
   (2) Termination of that person's employment; or
   (3) Employment related practices, policies, acts or omissions, including but not limited to coercion, demotion, evaluation, reassignment, refusal to promote, discipline, defamation, harassment, humiliation, discrimination or retaliation directed at that person.

b. This exclusion applies whether the **Insured** may be liable as:
   (1) An employer or in any other capacity; and
   (2) To any obligation to share **damages** with or to repay someone else who must pay **damages** because of the injury.

c. This exclusion applies to the spouse, child, parent and/or sibling of that person as a consequence of injury to that person at whom any of the employment related practices described in a. (1), (2) or (3) above is directed.

12. **Fraud**: Any **Insured** concealing, misrepresenting, misstating, or suppressing any fact in connection with any such **claim** or **potential claim**, provided, however, this exclusion shall only apply to the **Insured(s)** who commit or have knowledge of such concealing, misrepresenting, misstating or suppressing.

13. **Guarantee of Results**: The failure of goods, products, or **professional services** to conform to any oral or written statement made by the **Insured** concerning their quality, efficacy, performance, or success of treatment provided.

14. **Governmental Action**: Any complaint or enforcement action by any federal, state or local government agency, quasi-governmental agency or self-regulatory entity.

15. **Insured vs. Insured**: Any **claims** or **potential claims** made by an **Insured** against any other **Insured**. This exclusion includes **claim**s made by a receiver, Liquidation Trustee or Bankruptcy Trustee of the **Named Insured** against any **Insured**. For purposes of this exclusion, the determination of whether a **claim** is brought by an **Insured** will be made without regard to the capacity in which the **claim** is brought by such person or entity.

16. Known Loss / Prior Notice / Prior Acts:

a. Any **claim** or **related claim** first made against any **Insured** before the effective date of the first policy that we issue to the **Named Insured**;

b. Reported in the Application for this policy;

c. Reported to any other insurance company before the effective date of the first Professional Liability policy or General Liability policy that we issue to the **Named Insured**;

d. Reported to any other source from which payment might be made before the effective date of the first policy that we issue to the **Named Insured**;

e. Of which any **Named Insured** had knowledge before the effective date of the first Professional Liability or General Liability policy that we issue to the **Named Insured** of an **occurrence** or **medical incident** that would cause a reasonable person to believe a **claim** would be made; or

f. Arising out of **professional services** any portion of which were rendered prior to the Retroactive Date specified for the **Named Insured**;

17. **Lead**: Lead or exposure to lead, including lead contained in other materials; the toxic or pathological properties of lead, or lead compounds, or the costs of abatement, mitigation, removal or disposal of lead. This exclusion also applies to:

a. Any supervision, instructions, recommendations, warnings or advice given or which should have been given in connection with the above; and

b. Any obligation to share with or repay someone else who must pay for any such **claim**.

18. Laws:

a. Any workers compensation, disability benefits or unemployment compensation law, social security, or any similar law; or

b. The Employee Retirement Income Security Act of 1974, (E.R.I.S.A.) as amended. This includes fiduciary liability or liability arising out of the administration of any employee benefit plan;

This exclusion also applies to any rules or regulations promulgated under any of the foregoing, amendments thereto or any similar provisions of any federal, state or local laws.

19. **Licensure**: A **medical incident** involving any **Insured** that:

a. Occurs during any time such **Insured's** professional license has been suspended, revoked or voluntarily surrendered;

b. Constitutes a violation of any restriction imposed or placed upon such license; or

c. Falls outside the scope of such license.

20. Mold:

a. The inspection, evaluation or testing of, or the failure to inspect, evaluate or test for any items listed in d. (1) through (4) below;

b. The failure to discover or disclose any items listed in items d.(1) through d.(3) below;

c. The actual, alleged or threatened inhalation of, ingestion of, contact with, exposure to, existence of or presence of any of the items listed in d.(1) through (4) below on or within a building or structure, including its contents; or

d. The clean up, remediation, containment, removal or abatement of any items listed in (1) through (4) below:
(1) Any **Fungus(i)**, **Mold(s)**, mildew or yeast;
(2) Any **Spore(s)** or toxins created or produced by or emanating from such **Fungus(i)**, **Mold(s)**, mildew, or yeast;
(3) Any substance, vapor, gas or other emission of any organic or inorganic body or substance produced by or arising out of any **Fungus(i)**, **Mold(s)**, mildew, or yeast; and
(4) Any material, product, building component, building or structure, or any concentration of moisture, water or other liquid within such material, product, building component, building or structure that contains, harbors, nurtures or acts as a medium for any **Fungus(i)**, **Mold(s)**, mildew, yeast, or **Spore(s)** or toxins emanating there from,

regardless of any other cause, event, material, product and/or building component that contributed concurrently or in any sequence to such **claim**.

Fungus(i) means any type or form of **fungus**, and including **mold** or mildew and any mycotoxins, **spores**, scents, byproducts produced or released by **fungi**, smuts, rust, or mushrooms.

Mold(s) means any superficial growth produced on damp or decaying organic matter or on living organisms, and **fungi** that produce **mold**.

Spores means any dormant or reproductive body produced by or arising or emanating out of any **fungus(i)**, **mold(s)**, mildew, plants or organisms or microorganisms.

21. **Not-FDA Approved**: Treating a patient with any drugs, medical devices, biologics or radiation-emitting products under the jurisdiction or approving authority of the U.S. Food and Drug Administration (FDA) and that, at the time of the treatment, have been disapproved or not yet approved by the FDA. For purposes of this exclusion, the "off-label" use of a drug, device, or product shall not be considered non-FDA approved provided the drug, device or product itself:

a. Is approved by the FDA at the time of its use;

b. Is prescribed by an **Insured** who is a licensed health care professional for the treatment of a life-threatening condition or for any purpose he/she deems medically necessary that is in the best interest of the patient; and

c. Has been recognized for treatment of the patient's condition by at least two articles from major peer reviewed medical journals that present data supporting the proposed off-label use or uses as generally safe and effective unless there is clear and convincing contradictory evidence presented in a major peer reviewed medical journal.

22. Nuclear Energy Liability:

a. Under any Coverage, for **bodily injury** or **property damage**:
(1) With respect to which an **Insured** under the policy is also an **Insured** under a Nuclear Energy Liability

Policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors, or would be an **Insured** under any such policy but for its termination upon exhaustion of its limit of insurance; or

(2) Resulting from the **hazardous properties** of **nuclear material** and with respect to which:

(a) Any person or organization is required to maintain financial protection pursuant to the Atomic Energy Act of 1954, or any law amendatory thereof, or

(b) The **Insured** is, or had this policy not been issued would be, entitled to indemnity from the United States of America, or any agency thereof, under any agreement entered into by the United States of America, or any agency thereof, with any person or organization.

b. Under any Medical Payments coverage, to expenses incurred with respect to **bodily injury** or **property damage** resulting from the **hazardous properties** of **nuclear material** and arising out of the operation of a nuclear facility by any person or organization.

c. Under any Coverage, for **bodily injury** or **property damage** resulting from the **Hazardous Properties** of **Nuclear Material**, if:

(1) The **Nuclear Material** (i) is at any Nuclear Facility owned by, or operated by or on behalf of, an **Insured** or (ii) has been discharged or dispersed there from;

(2) The **Nuclear Material** is contained in **Spent Fuel** or **Waste** at any time possessed, handled, used, processed, stored, transported or disposed of, by or on behalf of an **Insured**; or

(3) The **bodily injury** or **property damage** arises out of the furnishing of services, materials, parts or equipment by an **Insured** in connection with the planning, construction, maintenance, operation or use of any **Nuclear Facility**, but if such facility is located within the United States of America, its territories or possessions or Canada, this exclusion (c) applies only to **property damage** to such **Nuclear Facility** and any property thereat.

For purposes of this exclusion:

Hazardous properties includes radioactive, toxic or explosive properties.

Nuclear Material means **Source Material**, **Special Nuclear Material** or **By-Product Material**.

Source Material, **Special Nuclear Material**, and **By-Product Material** have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof.

Spent Fuel means any fuel element or fuel component, solid or liquid, which has been used or exposed to radiation in a **Nuclear Reactor**.

Waste means any **waste** material (a) containing **By-Product Material** other than the tailings or **wastes** produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its **Source Material** content, and (b) resulting from the operation by any person or organization of any **Nuclear Facility** included under the first two paragraphs of the definition of **Nuclear Facility**.

Nuclear Facility means:

a. Any **Nuclear Reactor**

b. Any equipment or device designed or used for

(1) Separating the isotopes of uranium or plutonium,

(2) Processing or utilizing **Spent Fuel**, or

(3) Handling, processing or packaging **Waste**;

c. Any equipment or device used for the processing, fabricating or alloying of **Special Nuclear Material** if at any time the total amount of such material in the custody of the **Insured** at the premises where such equipment or device is located consists of or contains more than 25 grams of plutonium or uranium 233 or any combination thereof, or more than 250 grams of uranium 235;

d. Any structure, basin, excavation, premises or place prepared or used for the storage or disposal of **Waste**;

and includes the site on which any of the foregoing is located, all operations conducted on such site and all premises used for such operations.

Nuclear Reactor means any apparatus designed or used to sustain nuclear fission in a self-supporting chain reaction or to contain a critical mass of fissionable material.

Property damage includes all forms of radioactive contamination of property.

23. **Parental/Guardian Consent**: An **Insured's** failure to obtain a parent or guardian's consent prior to performing, supervising or knowingly permitting a medical procedure on a minor or incompetent where parental or guardian consent is mandated by law;

24. **Personal or Improper Profit**: The gaining by an **Insured** of any profit, advantage or remuneration to which such **Insured** is not legally entitled.

25. Professional Veterinarian Services:

a. Medical, surgical, diagnostic testing or dental procedures used for the prevention, detection, diagnosis or treatment of any sickness, disease, condition or injury in any animal, including the related furnishing or prescription of drugs or medical, dental or surgical supplies;

b. The rendering or failure to render any advice or instruction on health maintenance of any animal; or

c. Errors or omissions in the handling or treatment of any dead animal including, but not limited to, autopsies, organ donation or any other procedure.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 1
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

This endorsement modifies insurance provided under this policy.

SERVICE OF SUIT

SERVICE OF SUIT CLAUSE

Effective January 13, 2025, the following Condition is added to the policy and supersedes any provision to the contrary:

It is agreed that in the event of the failure of **General Star Indemnity Company** (the "Insurer") to pay any amount claimed to be due hereunder, the Insurer, at the request of the Insured, will submit to the jurisdiction of any Court of competent jurisdiction within the United States of America and will comply with all requirements necessary to give such Court jurisdiction. All matters arising hereunder shall be determined in accordance with the law and practice of such Court. However, nothing in this provision constitutes a waiver of the Insurer's rights to remove an action to a United States District Court, or to seek a transfer of a case to another Court as permitted by the laws of the United States of America or of any State in the United States. It is further agreed that service of process in such suit may be made upon the Insurer by certified mail, return receipt requested, addressed to the Insurer in the care of its **General Counsel,** Attention: Legal Department, General Star Indemnity Company, 400 Atlantic Street, 9th Floor, Stamford, CT 06901.In any suit instituted under this contract, Insurer will abide by the final decision of such Court or of any Appellate Court in the event of an appeal.

The above-referenced Corporate Counsel, or his designee, is authorized and directed to accept service of process on behalf of the Insurer in any such suit or upon the request of the insured to give a written undertaking to the Insured that it will enter a general appearance upon the Insurer's behalf in the event such a suit shall be instituted.

Further, pursuant to any statute of any state, territory or district of the United States of America, which makes provision therefore, the Insurer hereby designates the Superintendent, Commissioner or Director of Insurance, or such other insurance department representative, or such other governmental officer, such as the Secretary of State, specified for that purpose in the statute, or his successor or successors in office, as its true and lawful attorney upon whom may be served any lawful process in any action, suit or proceeding instituted by or on behalf of the Insured or any beneficiary hereunder arising out of this contract of insurance, and hereby designates the Insurer's Corporate Counsel as the person to whom the said insurance department representative is authorized to mail such process or a true copy thereof.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 2
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

GeneralStar™

AMENDATORY ENDORSEMENT PREMIUM

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS

MISCELLANEOUS HEALTH CARE FACILITIES COMMON POLICY DECLARATIONS, SECTION 7 – PREMIUM POLICY, is deleted in its entirety and replaced with the following:

7.	**PREMIUM FOR POLICY: $98,200**	**25% Minimum Earned Premium Applies, No Flat Cancel**

POLICY CHARGES:

-
-
-

Percentage of full annual Premium for 12-Month Extended Reporting Period	100%
Percentage of full annual Premium for 36-Month Extended Reporting Period	150%
Percentage of full annual Premium for 60-Month Extended Reporting Period	200%

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 3
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

EXCLUSION – CYBER PRIVACY EVENT, CYBER SECURITY EVENT, DATA RELATED LIABILITY AND INTERRUPTION OR FAILURE OF SERVICES

This endorsement modifies insurance provided under the following:

MISCELLANEOUS HEALTHCARE FACILITIES COMMON POLICY PROVISIONS
MISCELLANEOUS HEALTHCARE FACILITIES PROFESSIONAL LIABILITY COVERAGE PART
MISCELLANEOUS HEALTHCARE FACILITIES GENERAL LIABILITY INSURANCE COVERAGE PART

1. **GENERAL EXCLUSIONS** of the **MISCELLANEOUS HEALTHCARE FACILITIES – COMMON POLICY PROVISIONS,** and **SECTION IV – EXCLUSIONS** of the **MISCELLANEOUS HEALTHCARE FACILITIES – PROFESSIONAL LIABILITY INSURANCE COVERAGE PART** are hereby amended by the addition of the following exclusions:

   a. Any **cyber privacy event;**

   b. Any **cyber security event;**

   c. The loss of, loss of use of, damage to, corruption of, inability to access, inability to manipulate, impairment of, or error in the design or manufacture of **electronic data.**

   These exclusions apply even if **damages** are claimed for notification costs, credit monitoring expenses, issuance or reissuance of payment cards, attorneys' fees, forensic expenses, public relations expenses or any other loss, cost or expense incurred by any **insured** or others arising out of that which is described in Paragraphs a., b. or c. above, as defined.

   d. **Interruption Or Failure Of Services**

      (1) Any electrical, telecommunication (including internet service providers), satellite or mechanical failure of infrastructure or service (of any kind or degree whatsoever including, but not limited to, the interruption of electric power supply, power surge, brownouts, blackouts, short circuits, overvoltage, induction or power fluctuation) not under the operational control of the **insured;**

      (2) Any cessation or slowdown of those activities conducted by you in the normal conduct of your business or your suspension of your business activities:

         (a) for the purpose of avoiding or mitigating the possibility of transmitting any malware to another person or entity;

         (b) due to insufficient capacity to process transactions; or

         (c) due to an overload of activity on any **information system.**

2. For the purposes of this endorsement, the following definitions are hereby added to the **DEFINITIONS** section of the **MISCELLANEOUS HEALTHCARE FACILITIES – COMMON POLICY PROVISIONS:**

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a. **Cyber privacy event** means any actual, alleged, or attempted:

(1) Access to or disclosure of **protected information;**

(2) Loss of **protected information;**

(3) Failure to maintain or provide your publicly available privacy policy in compliance with any **privacy or security regulation;** or

(4) Violation of any **privacy or security regulation.**

b. **Cyber security event** means any actual, alleged, attempted or threatened:

(1) Unauthorized access to or unauthorized use of any **information system;**

(2) Denial of service attack:

(3) **Social engineering incident;**

(4) Extortion or ransomware incident;

(5) Release, introduction, transmission or facilitation of any malware into any **information system**;

(6) Loss in any way involving cryptocurrency or any other fungible token, non-fungible token (NFT), or any account, wallet, address, or access credential that secure any of the foregoing;

(7) Loss in any way involving virtual reality, augmented reality or the metaverse; or

(8) Violation of any **privacy or security regulation.**

c. **Electronic data** means information, facts or programs stored as or on, created or used on, or transmitted to or from any **information system.**

d. **Information system** means any:

(1) Electronic hardware including, but not limited to, any:

(a) Computer;

(b) Transportable, mobile or handheld device;

(c) Operational Technology (OT) or Industrial Control System (ICS) machinery, equipment or device (including but not limited to Industrial Internet of Things (IIoT) machinery, equipment or device);

(d) Internet of Things (IoT) device;

(e) Network equipment;

(f) Electronic data storage (including but not limited to any hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices, any other media, storage area network (SAN) or electronic data backup facility);

(g) Associated input and output device; or

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(h) Related component;

(2) Paper storage;

(3) Software (including but not limited to firmware, middleware, software components, operating systems, client-server based software, individual applications, network related software, artificial intelligence, or any other software that is distinct from any of the foregoing);

(4) Communication network (including but not limited to those used in connection with the items described in paragraphs d.(1) through d.(3) above); or

(5) Interface or other means (including but not limited to those items described in paragraphs d. (1) through d.(4) above) by which any user interacts with any computer system.

Paragraphs d.(1) through d.(5) above include, but are not limited to, any software-as-a-service (SaaS), platform-as-a-service (PaaS), web/cloud or other multi-tenant service or storage model.

e. **Privacy or security regulation** means any federal, state, local or foreign current or future statute, law, rule or regulation associated with the control, correction, collection, protection, retention, handling, disposal, processing, disclosure, sharing, sale, maintenance, acquisition, storage, access to, use or misuse, of **protected information.**

Privacy or security regulation includes but is not limited to:

(1) The Health Insurance Portability and Accountability Act of 1996 (as amended) (HIPAA) or the Health Information Technology for Economic and Clinical Health Act (HITECH Act) and their implementing regulations, or protected health-related information under any similar federal, state, local or foreign law;

(2) The Gramm-Leach Bliley Act of 1999 and its implementing regulations;

(3) The California Security Breach Notification Act (CA SB 1386) and Massachusetts 201 CMR 17.00;

(4) The Identity Theft Red Flags under the Fair and Accurate Credit Transactions Act of 2003;

(5) The Fair Credit Reporting Act (15. U.S.C. §1681);

(6) Section 5(a) of the Federal Trade Commission Act, 15 U.S.C. §45(a), but solely for alleged violations of unfair or deceptive acts or practices in or affecting commerce;

(7) The Data Protection Act of 1998 or similar legislation to comply with the European Union Data Protection Directive 95/45/EC of 1995;

(8) The European Union General Data Protection Regulation (Regulation (EU) 2016/679 – GDPR);

(9) The New York Cybersecurity Regulation (23 NYCRR Part 500);

(10) The California Consumer Privacy Act of 2018;

(11) The California Privacy Rights Act of 2020;

(12) The Biometric Information Privacy Act (740 ILCS 14/); or

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(13) Any other federal, state, local or foreign statute, law, rule or regulation concerning data protection or information security.

f. **Protected information** means any:

(1) information not available to the general public through which an individual may be identified, as set forth in any **privacy or security regulation,** including (but not limited to) an individual's:

(a) social security number, driver's license number or state identification number;

(b) protected health information;

(c) financial account numbers;

(d) security codes, passwords, personal identification numbers associated with credit, debit or charge card numbers which would permit access to financial accounts;

(e) biometric data; or

(f) any other nonpublic information as set forth in any **privacy or security regulation;** or

(2) business records, customer lists, intellectual property (including but not limited to patents, trade secrets, data, designs, interpretations, forecasts, methods, practices, processes, reports, ideas or expressions of ideas) or any other non-public information entrusted to an **insured** under a written contract to protect its confidentiality.

g. **Social engineering incident** means any **insured:**

(1) having transferred, paid or delivered funds, data or information; or

(2) accepted, completed or relayed instructions

as a result of any deceptive, misleading or deceitful instruction (including but not limited to any written, electronic, virtual, telephone or in-person instruction).

3. The exclusions in Paragraph 1. do not apply to the extent that any coverage is provided in IL 04 0001 – Data Response Services ($50,000).

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 4
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

GeneralStar™

MISCELLANEOUS HEALTHCARE FACILITIES
PRIVATE CITIZEN STATUTORY ABORTION LIABILITY EXCLUSION

This endorsement modifies insurance under the following:

MISCELLANEOUS HEALTHCARE FACILITIES PROFESSIONAL LIABILITY INSURANCE COVERAGE PART
MISCELLANEOUS HEALTHCARE FACILITIES GENERAL LIABILITY COVERAGE PART
MISCELLANEOUS HEALTHCARE FACILITIES COMMON POLICY PROVISIONS

The following exclusion is added and applicable to any and all coverages provided under this policy:

It is hereby understood and agreed that we will not defend or pay for any **damages** or **claim expenses** in connection with any **claim** or **potential claim** based upon, arising out of, caused by, contributed to by, brought under, pursuant to, in challenge to, or in any way related to any statute that authorizes private citizens other than the patient to bring a **claim** against any **Insured** for an abortion. This exclusion does not apply to any **claim** or **potential claim** by a patient of an **Insured** solely for **bodily injury** resulting from a **medical incident** otherwise covered by this policy, provided that the **claim** or **potential claim** seeks no recovery whatsoever under any statute that authorizes private citizens other than the patient to bring a **claim** against any **Insured** for an abortion.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN THE SAME.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 5
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

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EXCLUSION – RECORDING AND DISTRIBUTION OF MATERIAL IN VIOLATION OF LAW

This endorsement modifies insurance provided under the following:

MISCELLANEOUS HEALTHCARE FACILITIES COMMON POLICY PROVISIONS
MISCELLANEOUS HEALTHCARE FACILITIES PROFESSIONAL LIABILITY COVERAGE PART
MISCELLANEOUS HEALTHCARE FACILITIES GENERAL LIABILITY INSURANCE COVERAGE PART

The following exclusion is added and applicable to any coverages provided under this policy, and it supersedes any other provision to the contrary:

It is hereby understood and agreed that we will not defend or pay any **damages** or **claims expenses** in connection with any **claim** or **potential claim** based upon, arising out of, caused by, or contributed to by:

A. Recording And Distribution Of Material In Violation Of Law

Any actual or alleged violation of:

(1) The Telephone Consumer Protection Act (TCPA), including any amendment of or addition to such law;

(2) The CAN-SPAM Act of 2003, including any amendment of or addition to such law;

(3) The Fair Credit Reporting Act (FCRA), and any amendment of or addition to such law, including the Fair and Accurate Credit Transactions Act (FACTA); or

(4) Any federal, state or local statute, ordinance or regulation, other than the TCPA, CAN-SPAM Act of 2003 or FCRA and their amendments and additions, that addresses, prohibits, or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating or distribution of material or information.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 6
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

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Designated Professional Services Limitation

This endorsement modifies insurance provided under the following:

PROFESSIONAL LIABILITY INSURANCE COVERAGE PART
CLAIMS-MADE AND REPORTED FORM

Coverage as is afforded under this policy shall apply only to those **claims** or **potential claims** as a result of a **medical incident** arising out of, resulting from, caused by or contributed to by the rendering of or failure to render those **professional services** as shown in the schedule below:

Schedule

Emergency First Responder Services provided under contract with Leon County Florida.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 7
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

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EXCLUSION – SPECIFIED PROCEDURES

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS

SCHEDULE

Excluded Procedures(s):
Loading and unloading services; transportation services for recipients of first responder or emergency services.

This insurance shall not apply to a **claim** or **potential claim** as a result of a **medical incident** or for **damages** because of **bodily injury, property damage,** or **Personal and Advertising Injury** that arise from or are related to a procedure shown in the Schedule.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 8
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

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HIPAA PROCEEDING EXPENSE SUBLIMIT ENDORSEMENT

The **SUPPLEMENTARY PAYMENTS** section of the **MISCELLANEOUS HEALTHCARE FACILITIES COMMON POLICY PROVISIONS** is hereby amended by the addition of the following coverage:

HIPAA PROCEEDING EXPENSE

EACH CLAIM LIMIT OF INSURANCE	$100,000
POLICY PERIOD AGGREGATE LIMIT OF INSURANCE	$100,000

A. COVERAGE PART

1. HIPAA Proceeding Expense

a. In addition to the Limits of Insurance shown in the Declarations we agree to reimburse the **Named Insured** for paid **HIPAA Proceeding Expense** up to the Each Claim Limit of Insurance indicated above incurred as a result of a **HIPAA Proceeding** commencing during the **policy period** and reported to us during the **Policy Period** or within any applicable Extended Reporting Period.

b. The **HIPAA Proceeding Expense** Policy Period Aggregate Limit of Insurance indicated above is our maximum Limit of Insurance for all covered **HIPAA Proceeding Expense** regardless of the number of **Insureds** or **Named Insureds** involved, the number of **claims** made or the number of **HIPAA Proceedings**.

B. LIMITS OF INSURANCE

The **Policy Period** Aggregate Limit of Insurance indicated above is our maximum Limit of Insurance for all covered and paid **HIPAA Proceeding Expense.**

If any supplementary payments for **HIPAA Proceeding Expense** are covered in whole or in part under any other coverage part or provision of this policy, or any preceding or succeeding policy issued by the company, then only the coverage part with the higher limits for each **claim**, and its corresponding deductible if applicable, will apply.

C. DEFINITIONS

Solely as respects the coverage afforded in this endorsement, the **DEFINITIONS** Section of the **COMMON POLICY PROVISIONS** Section of the **MISCELLANEOUS HEALTHCARE FACILITIES COVERAGE PART** is amended as follows:

1. Definition 21. is hereby deleted in its entirety and replaced by the following:

21. **Related Claims** means

a. All **claims** arising out of, resulting from, or involving the same **medical incident** and/or **occurrence** or a series of **related medical incidents** and/or **related occurrences;**

b. All **claims** arising out of, resulting from, or involving the same **HIPAA Proceeding**.

Related claims will be considered one **claim**;

2. Definition 5. **Claim** is hereby deleted in its entirety and replaced by the following:

5. **Claim** means a reimbursement request from the **Insured** or **Named Insured** for paid **HIPAA Proceeding Expense** covered under this endorsement.

3. The following definitions are hereby added:

a. **HIPAA Proceeding** means an administrative proceeding, investigation, or complaint brought against you by the Department of Health and Human Services alleging your violation in the discharge of the responsibilities or obligations imposed upon you under the Health Insurance Portability and Accountability Act of 1996 (**HIPAA**) and any rules or regulations promulgated in connection therewith but solely as respects the disclosure of confidential and private health information covered under the Act.

b. **HIPAA Proceeding Expense** means reasonable and necessary costs, fees, civil penalties or fines, including attorney fees incurred by you to address or manage a **HIPAA Proceeding.**

c. **Related Occurrence** means all **occurrences** that are temporarily, logically, or causally connected by any common fact, circumstance, situation, transaction, or event regardless of the number of **Insureds** or **Named Insureds** involved, persons or organizations making **claims**, or the number and timing of the **Related Occurrences**, even if the **Related Occurrences** were made in more than one **policy period**. All **Related Occurrences** will be considered to be one **occurrence**.

ALL OTHER TERMS AND CONDITIONS WITHIN THIS POLICY REMAIN APPLICABLE UNLESS OTHERWISE AMENDED WITHIN THIS ENDORSEMENT.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 9
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

Florida Changes - Cancellation

This endorsement modifies insurance provided under the following:

MISCELLANEOUS HEALTHCARE FACILITIES COMMON POLICY PROVISIONS

A. The following is added to the **GENERAL CONDITIONS**. The following supersedes any other provision to the contrary:

1. We may cancel this policy by mailing or delivering to the first **named insured** written notice of cancellation, accompanied by the reasons for cancellation, at least:

a. 10 days before the effective date of cancellation, if we cancel for nonpayment of premium or loss of license; or

b. 90 days before the effective date of cancellation, if we cancel for any other reason.

c. We will mail or deliver our notice to the first **named insured** at the last mailing address known to us.

2. Cancellation Of Policies In Effect For More Than 90 Days

If this policy has been in effect for more than 90 days, we may cancel this policy only for one or more of the following reasons:

a. Nonpayment of premium;

b. The policy was obtained by a material misstatement;

c. Failure to comply with underwriting requirements within 90 days of the effective date of coverage;

d. A substantial change in the risk covered by the policy; or

e. The cancellation is for all insureds under such policies for a given class of insureds.

3. If this policy is canceled, we will send the first **named insured** any premium refund due. If we cancel, the refund will be pro rata. If the first **named insured** cancels, the refund may be less than pro rata. If the return premium is not refunded with the notice of cancellation or when this policy is returned to us, we will mail the refund within 15 working days after the date cancellation takes effect, unless this is an audit policy.

If this is an audit policy, then, subject to your full cooperation with us or our agent in securing the necessary data for audit, we will return any premium refund due within 90 days of the date cancellation takes effect. If our audit is not completed within this time limitation, then we shall accept your own audit, and any premium refund due shall be mailed within 10 working days of

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receipt of your audit.

The cancellation will be effective even if we have not made or offered a refund.

4. You must cooperate fully in the review process pursuant to Florida Statutes Section 766.106 if a notice of intent to file a claim is made against you or any other insured.

5. We will mail or deliver to the first **named insured** notice of a rate increase at least 60 days prior to the effective date of such increase.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 10
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

This endorsement modifies insurance provided under the Coverage Part(s) attached to this policy:

EXCLUSION – HUMAN TRAFFICKING

A. The following exclusion is added to this policy:

HUMAN TRAFFICKING

Any **injury or damage**, loss, cost, or expense arising directly or indirectly out of, resulting from, caused by or contributed to by:

1. **Human trafficking**; or
2. Any actual or alleged conduct, acts, or omissions that are prohibited by, in violation of, or for which penalties are provided within either the Trafficking Victims Protection Act of 2000 or U.S.C. 1324(a) (Alien Smuggling), or any similar state or local statute, ordinance or regulation, including any amendments of or additions thereto.

B. This exclusion applies even if the claims or suits against any insured allege negligence or other wrongdoing in the:

1. Failure to protect against **human trafficking**;
2. Failure to prevent **human trafficking**;
3. Failure to investigate instances of **human trafficking**;
4. Failure to report **human trafficking** to the proper authorities; or
5. Supervising, hiring, employing, training, or retaining a person for whom any insured is or ever was legally responsible and whose conduct would be excluded by paragraphs **A.1.**, **A.2.**, or **B.1.** through **B.4.** above.

C. For the purposes of this endorsement, the following definitions apply:

1. **Commercial sex act** means any sex act for which anything of value is given to or received by any person.
2. **Human trafficking** means the exploitation of any person(s) through the aiding and abetting, recruiting, grooming, harboring, transporting, providing, or obtaining of such person(s) for labor or services. **Human trafficking** includes, but is not limited to, **sex trafficking**, **human smuggling**, organ trafficking, forced criminality or violence of any kind, forced marriage, or domestic servitude.
3. **Human smuggling** means the importation of any person(s) into the United States via the evasion of immigration laws, including, but not limited to, bringing unauthorized noncitizens into the country and the unlawful transportation, and harboring of unauthorized noncitizens already present in the United States.
4. **Injury or damage** means any injury or damage covered under any and all Coverage Parts comprising this policy, and includes but is not limited to **bodily injury**, **personal injury**, **property damage** or **wrongful act(s)** as may be defined in any applicable Coverage Part. **Injury or damage** also includes any expense or cost relating to the investigation or defense of any loss, claim, suit or proceeding.
5. **Sex Trafficking** means the exploitation of any person(s) through the aiding and abetting, recruiting, grooming, harboring, transporting, providing, obtaining, patronizing, or soliciting of a person for the purpose of a **commercial sex act.**

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 11
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

ADDITIONAL POLICY CONDITIONS - TRADE SANCTIONS AND SPECIALLY DESIGNATED NATIONALS (OFAC)

This endorsement modifies insurance provided under this Policy.

This policy is amended by the addition of the following conditions which supersede any other provision to the contrary:

1. If the performance of the whole or any part of this Contract breaches an embargo or sanctions program arising from any law or regulation applicable to us, then, we will not provide coverage and we will not be liable for any claim or expense or for providing any benefit hereunder to the extent that the provision of such cover, payment of such claim expense or provision of such benefit would expose us to any sanction, prohibition or restriction applicable to us under such law or regulation.
2. In accordance with the Office of Foreign Assets Control (OFAC) regulations, if it is determined that you or any other insured, or any person or entity claiming the benefits of this insurance has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, this insurance will be considered a blocked or frozen contract and all provisions of this insurance policy are immediately subject to OFAC. When an insurance policy is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

 May include copyrighted material of Insurance Services Office, Inc., with its permission.

GeneralStar™

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Endorsement No. 12
Effective Date of this Endorsement: 10/01/2025 **Policy No.** IJG927317I
Issued To: CITY OF TALLAHASSEE

APPLICATION ATTACHMENT ENDORSEMENT

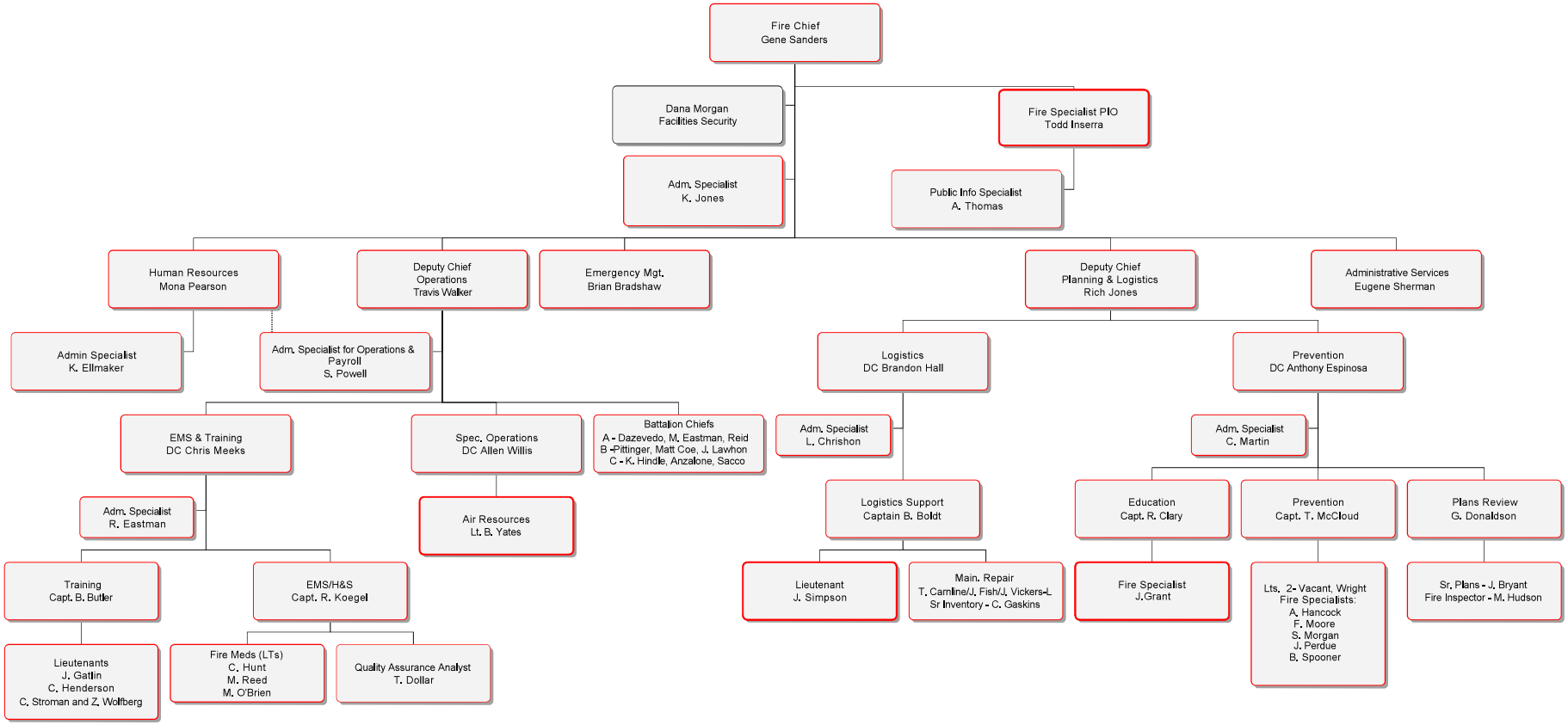
This endorsement modifies insurance provided under the following policy:

MISCELLANEOUS HEALTHCARE FACILITIES PROFESSIONAL LIABILITY INSURANCE COVERAGE PART

The Application(s), completed and executed by the **Named Insured(s)** with any and all other attachments which the Company has relied upon in the issuance of this policy, is/are deemed attached to this policy or is/are endorsed to the policy pursuant to the statutory and/or case law requirements that apply.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.

Tallahassee Fire Department



Battalion 1 - Stations 1*, 4*, 5, 8, 14
Battalion 2 - Stations 2*, 7, 9, 10, 11, 15
Battalion 3 - Stations 3*, 6, 12, 13, 16*
*Captains

6/01/2026

[redacted]

INTERLOCAL AGREEMENT REGARDING THE PROVISION OF FIRE AND EMERGENCY MEDICAL SERVICES

This Interlocal Agreement ("Agreement") is made and entered into as of this 16th day of April, 2009, by and between Leon County, Florida, a charter county and political subdivision of the State of Florida (the "County"), and the City of Tallahassee, Florida, a Florida municipal corporation (the "City"), collectively the Parties.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter set forth, the Parties do hereby agree as follows:

Section 1. Administrative Management Committee.

An Administrative Management Committee (AMC), which shall consist only of the County Administrator and City Manager, shall make recommendations on policy to the Parties and execute the terms and conditions of this Agreement. The AMC shall appoint a Fire Chief and an EMS Chief who shall serve until said appointee shall resign or shall be terminated either by the County Administrator or the City Manager. The current Fire Chief and EMS Chief are hereby deemed appointed to their respective positions.

Section 2. Provision of Services.

A. Emergency Medical Services. The City shall provide Advanced Life Support (ALS) services continuously within the Primary Response Area (PRA) of those fire stations as designated by the AMC in Exhibit A. The County shall provide a Medical Director for ALS and Basic Life Support (BLS) services provided by the City to the County, who shall meet all requirements of, and perform the duties and obligations required of a medical director under, Chapter 401, Florida Statutes.

B. Fire Services. The City shall provide Fire Services continuously within the PRA of all fifteen (15) fire stations as designated in Exhibit B, and shall provide a level of services and maintain both minimum staffing and apparatus in accordance with a fire services five-year rate study (Rate Study), which upon adoption by the Parties will be made a part of this Agreement as Exhibit C. Fire stations may change from time to time to meet changing needs, but in no event shall the location change nor the number of fire stations decrease without the prior approval of the County.

Section 3. Funding of and Payment for Services.

The Rate Study, Exhibit C, shall be utilized to determine the amount of a special assessment and fire services fee to be imposed by the Parties during the period of the study. The AMC shall authorize development of a new Rate Study, including both Fire and Emergency Medical Services, not less than 18 months prior to expiration of the then Current Term, subject to the provisions of Section 4. Each such Rate Study, the cost of which shall be paid equally from Fire Services funds and Emergency Medical Services funds, shall be made a part of this Agreement upon adoption by the Parties.

The Parties may levy an annual fire services special assessment on each parcel or subdivided lot within the jurisdictional boundaries of the Parties for the provision of Fire Services consistent with the Rate Study, Exhibit C, and the City shall collect the same, including in the unincorporated area unless otherwise collected utilizing the provisions of §197.3632, Florida Statutes. The Parties shall levy and the City shall collect an annual fire services fee on each parcel or subdivided lot within the jurisdictional boundaries of the Parties for the provision of Fire Services consistent with the Rate Study, Exhibit C, which are not otherwise assessed.

Exhibit D

Payment for Services

1. The City shall collect all fire services fees and assessments imposed by the Parties, in both the incorporated and unincorporated areas of Leon County. The City hereby acknowledges that its collection of any fire services fees and assessments imposed by the County shall constitute full payment by the County to the City for all Fire Services provided under the Agreement, subject to the provisions of paragraph 7. Revenues from the unincorporated area will be accounted for in a separate revenue line within the Fire Services Fund.

2. On a quarterly basis and at the end of each fiscal year, the City will provide the County reports identifying total fire services fee revenue collections in the unincorporated area.

3. On or before the 10th day of October of each fiscal year, the City will remit to the County the amount included in the Rate Study for that fiscal year for the support of Volunteer Fire Departments.

4. The County agrees to pay the City the following amounts for all ALS services, as follows:

On or before the 10th day of each quarter (October, January, April and July), the County shall pay the City the amount of $675,503 for FY2010, $690,364 for FY2011, $705,552 for FY2012, $721,074 for FY2013 and $736,938 for FY2014.

5. Both the City and County recognize that fire services fee rates are based on an average assessable five-year budget. Possible surplus revenues collected in the early years are intended to offset probable increased costs in the latter years of the five-year rate study period. Any excess funds at the end of each fiscal year will be transferred into a Fire Services Reserve fund for future appropriation.

6. Increases in annual appropriations to the Fire Services Fund shall be restricted to the growth rates in expenditures as identified in the Rate Study. Deviation from these growth rates will need to be approved by the AMC and ratified by the City Commission.

7. Within six months of the end of each fiscal year, both Parties shall make a financial determination as to the percentage of fire services fees and assessments collected in proportion to the amounts billed for Fire Services for that fiscal year. In the event the amount collected is less than 95% of the amount billed by or on behalf of that Party for such fiscal year, that Party shall be responsible for remitting funds necessary to equal 95% of the amount billed, to the Fire Fund. If an annual shortfall occurs in the Fire Services Fund the AMC shall determine whether Fire Services Reserve funds should be released to address the deficiency. If Fire Services Reserve funds are not adequate, the AMC may make a recommendation on how to address the shortfall to the Parties and may authorize a new rate study be undertaken.

Exhibit E

1. Effective Date; Term; Termination; Default.

A. This Agreement shall be effective on the Effective Date. The initial Current term shall commence on October 1, 2009 ("Commencement Date") and continue for a term of five years or until terminated in accordance with this Exhibit. This Agreement shall be extended automatically for an unlimited number of additional five (5) year terms, subject to the provisions of this Exhibit.

B. 1. Should either Party desire to terminate this Agreement, it may do so by adopting the appropriate resolution so declaring its intent to terminate and notify the other Party not later than eighteen (18) months before expiration of the then Current Term. In such event, this Agreement shall terminate at the end of the then Current Term.

2. Should both Parties desire to terminate the Agreement before expiration of the then Current Term, the Agreement shall be deemed terminated upon the effective date of such termination.

C. 1. Should the City repeal or in any manner amend the EMS MSTU Ordinance without the prior written consent of the County except as otherwise provided herein, the City shall be deemed in default and the County may at its option forthwith terminate this Agreement.

2. If either Party fails to comply with any of the material terms or conditions of this Agreement or defaults in any of its material obligations under this Agreement and shall fail, within thirty (30) calendar days after written notice from the other Party, to correct such default or noncompliance, the non-defaulting Party may, at its option, forthwith terminate this Agreement.

D. 1. If this Agreement is terminated, the ownership of all equipment, all vehicles, and all medical supplies provided by the County or purchased by the City solely with funding provided by the County under this Agreement, shall revert to the County. The City shall convey such property to the County, "AS IS" AND WITHOUT WARRANTY OF ANY KIND and without further liability therefore, no later than thirty (30) days after the effective date of such termination.

2. (a) Upon termination of this Agreement, the City agrees to sell, at the sole option of the County: (1) fire stations 10 through 14, inclusive of land, or any interest therein, and the structures attached thereto, to the County at a price equal to the City's investment in same, but in no event to exceed $525,000; and/or (2) fire station 15, inclusive of land, or any interest therein, and the structure attached thereto, to the County at a price equal to the City's investment in same; and

(b) Upon termination of this Agreement, the City agrees to sell to the County, at the sole option of the County, all firefighting apparatus and vehicles located in stations 10-14 for a price equal to the unamortized portion of the equipment cost using a 15 year depreciation schedule for each tanker/pumper and engine and a 10 year depreciation schedule for each quick response vehicles and brush truck. In the event that the County does not elect to purchase any station which is constructed on land provided by the County, the City shall have the option to purchase the land from the County at its Fair Market Value.

E. The grounds for termination and the remedies set forth in this Exhibit are intended to be cumulative with those set forth in other paragraphs of the Agreement, as well as those otherwise available to the parties at law or in equity.

2. ALS Equipment and Supplies.

The County shall provide to the City all non-capital equipment, all repair services and replacements for such equipment, and all medical supplies and medications, as specified by the Medical Director or otherwise provided for in the Medical Protocols for use by the City in providing ALS Services; provided, however, that such obligation shall not include providing any of the following items: long spine boards, Kendrick Extrication Device, Sager Traction Splint, portable suction device, or Basic Life Support bandaging supplies not being routinely purchased by the City on the date first written above. All equipment, medical supplies, and medications furnished by the County to the City shall be of the same type, brand, and kind as used by the County in relation to its provision of Emergency Medical Services. Upon termination of this Agreement, the City shall return to the County all such equipment, supplies and medications, which was provided by the County and is then in possession of the City.

3. Definitions.

Unless otherwise defined in this Agreement, the following words and phrases shall have the following meanings:

A. "Advanced Life Support" or "ALS" shall mean treatment of life-threatening medical emergencies through the use of techniques such as endotracheal intubation, the administration of drugs or intravenous fluids, telemetry, cardiac monitoring; and cardiac defibrillation by a qualified person, pursuant to rules of the FDOH.

B. "Agreement" shall mean this Agreement and all exhibits and documents that are expressly incorporated therein by reference.

C. "Basic Life Support" or "BLS" shall mean treatment of medical emergencies by a qualified person through the use of techniques such as patient assessment, CPR, splinting, obstetrical assistance, bandaging, administrative oxygen, administration of a subcutaneous injection using a pre-measured auto-injector of epinephrine to a person suffering an anaphylactic reaction, and other techniques

No. 998843

FIRST AMENDMENT TO INTERLOCAL AGREEMENT REGARDING THE PROVISION OF FIRE AND EMERGENCY MEDICAL SERVICES

This First Amendment to the Interlocal Agreement Regarding the Provision of Fire and Emergency Medical Services is made and entered into as of this 9 day of June, 2009, by and between Leon County, Florida, a charter county and political subdivision of the State of Florida (the "County"), and the City of Tallahassee, Florida, a Florida municipal corporation (the "City"), collectively the Parties.

RECITALS

WHEREAS, the Parties entered into an Interlocal Agreement Regarding the Provision of Fire and Emergency Medical Services ("Interlocal Agreement"), dated April 16, 2009; and

WHEREAS, Section 2.B. of the Interlocal Agreement provides that upon adoption of a Fire Services Five-Year Rate Study ("Rate Study") by the Parties it will be made a part of the Interlocal Agreement as Exhibit C; and

WHEREAS, Exhibit E.5. to the Interlocal Agreement provides that the effectiveness of the Interlocal Agreement shall be specifically conditioned upon both Parties approving the Rate Study, and by addendum incorporating same into the Interlocal Agreement as Exhibit C, not later than September 30, 2009.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter set forth, the Parties do hereby agree as follows:

1. That the Recitals above set forth are made a part hereof.

2. That the Rate Study adopted by the Parties is incorporated herein as Exhibit C and made a part hereof as if fully set forth below.

3. That this First Amendment to the Interlocal Agreement shall become effective upon full execution by the Parties.

IN WITNESS WHEREOF, the Parties have caused this First Amendment to the Interlocal Agreement to be executed by their duly authorized representatives this 9 day of June, 2009.

LEON COUNTY, FLORIDA

By: _____
Bryan Desloge, Chairman
Board of County Commissioners

Date: 9/4/09

Attested by:
Bob Inzer, Clerk of the Court

By: _____
Bob Inzer, Clerk

Approved as to form:
County Attorney's Office

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

CITY OF TALLAHASSEE, FLORIDA

By: _____
John R. Marks, III
Mayor, City of Tallahassee

Date: 9/2/09

Attested by:
Gary Herndon, City Treasurer-Clerk

By: _____

Approved as to form:
City Attorney's Office

By: _____
James R. English, Esq.
City Attorney

No. 999697

Second Amendment to Agreement Providing for Advanced Life Support Services

This Second Amendment to the Agreement dated February 3, 2004, by and between Leon County, a political subdivision of the State of Florida, hereinafter referred to as the "County" and the City of Tallahassee, a Florida Municipal Corporation, hereinafter referred to as the "City" is hereby entered into by and between said parties this 22 day of April, 2009.

WITNESSETH

WHEREAS, the County and City entered into an Agreement Providing for Advanced Life Support Services dated February 3, 2004; and

WHEREAS, the parties have determined it to be in the best interests of both entities to amend said Agreement dated February 3, 2004.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations set forth herein, the sufficiency of which is hereby acknowledged, the County and City do hereby agree as follows:

I. Section 2 of the Agreement Providing for Advanced Life Support Services dated February 3, 2004, is hereby amended in its entirety to read as follows:

> 2. The Term of this Agreement shall commence on the date on which it has been executed by both parties, and shall end on September 30, 2009, unless earlier terminated pursuant to the terms of this Agreement.

II. Section 5F of the Agreement Providing for Advanced Life Support Services dated February 3, 2004, is hereby amended in its entirety to read as follows:

> F. On or before the 10th day of October 2008, January 2009, and April 2009, the County shall pay to the City a recurring operating cost payment in the amount of $667,941. On or before the 10th day of July 2009, the County shall pay to the City a final operating cost payment in the amount of $583,613.00, which is a net amount and shall not be subject to any adjustment pursuant to Section 5.G.

All other provisions, sections or requirements in the Agreement dated February 3, 2004, as amended, not otherwise in conflict with the provisions herein shall remain in full force and effect.

This Second Amendment to the Agreement Providing for Advanced Life Support Services dated February 3, 2004, shall be effective commencing July 1, 2009.

IN WITNESS WHEREOF, the parties hereto, through their duly authorized representative, have executed this Second Amendment to Agreement as of the date first written above.

LEON COUNTY, FLORIDA

Attested by:
Bob Inzer, Clerk of the Court

By: _____
Bob Inzer, Clerk

By: _____
Bryan Desloge, Chairman
Board of County Commissioners

Date: 4/24/09

Approved as to form:
County Attorney's Office

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

CITY OF TALLAHASSEE, FLORIDA

Attested by:
Gary Herndon, City Treasurer-Clerk

By: _____

By: _____
John R. Marks, III
Mayor, City of Tallahassee

Date: April 22, 2009

Approved as to form:
City Attorney's Office

By: _____
James R. English, Esq.
City Attorney

The mission of the Tallahassee Fire Department is to provide for the safety and welfare of its community and its members through prevention, preparation, and protection.

The Tallahassee Fire Department (TFD) hired the first Fire Chief in 1867 and has been providing services to Tallahassee and Leon County since that date. TFD continuously strives to increase our role in the community by providing other services while utilizing existing resources in a cost-effective manner. TFD is the only career, paid fire department in Leon County.

The City and County signed the Fire Services Agreement in 1988. This agreement required the staffing of the City-owned five unincorporated fire stations to be staffed with two Emergency Medical Technicians and to respond to medical emergencies when requested by the ambulance service. As well, this agreement required TFD to maintain the already established Hazardous Materials team. In 1998, TFD expanded its role in the pre-hospital arena by increasing Basic Life Support's emergency response to areas inside the city limits

The City and County has since signed the Interlocal Agreement regarding the provision of fire and emergency medical services in April of 2009. This agreement allows for the continuation of emergency services as before with the addition of one Firefighter/EMT at each of the five city fire stations in the unincorporated area of Leon County. This ensures minimum staffing of three personnel at all times within these stations.

To date, TFD has improved the level of service provided to include a secondary Hazardous Materials team, Urban Search and Rescue (USAR} team, and a Technical Rescue Team.

TFD began providing Advanced Life Support (ALS} fire response from five of the stations located within the City boundaries, April 1, 2004. The department has since increased its ALS response to 10 stations and 13 ALS apparatus within the City.

At this time, TFD's personnel roster is comprised of 19 1 EMTs, and 94 Paramedics. All of these personnel are available and ready to respond to medical emergencies when needed. Each apparatus, at any given time, will be staffed with two (2) or more EMTs or Paramedics.

TFD has fifteen {16) fire stations located in incorporated and unincorporated Leon County. Five (5) stations are located in unincorporated Leon County and ten (11) are located within the boundaries of Tallahassee. TFD also has a multi-million-dollar fire training facility at Appleyard and Pensacola.

TFD operates thirty (31) frontline, fully staffed apparatus on a 24-hour per day/7 days per week basis. Additionally, brush trucks and supervisory personnel and vehicles are on duty 24/7. All vehicles are maintained within or exceeding manufacturing requirements. TFD's vehicle fleet is valued in excess of $23 million.

Communications ability within the TFD is comprised of a state-of-the-art Computer Aided Dispatch system with Mobile Data Terminal and Automatic Vehicle Locators. TFD is part of the Leon County Joint dispatch center. All apparatus have mobile 800 MHz radios and each apparatus personnel have an individual portable radio when on duty.

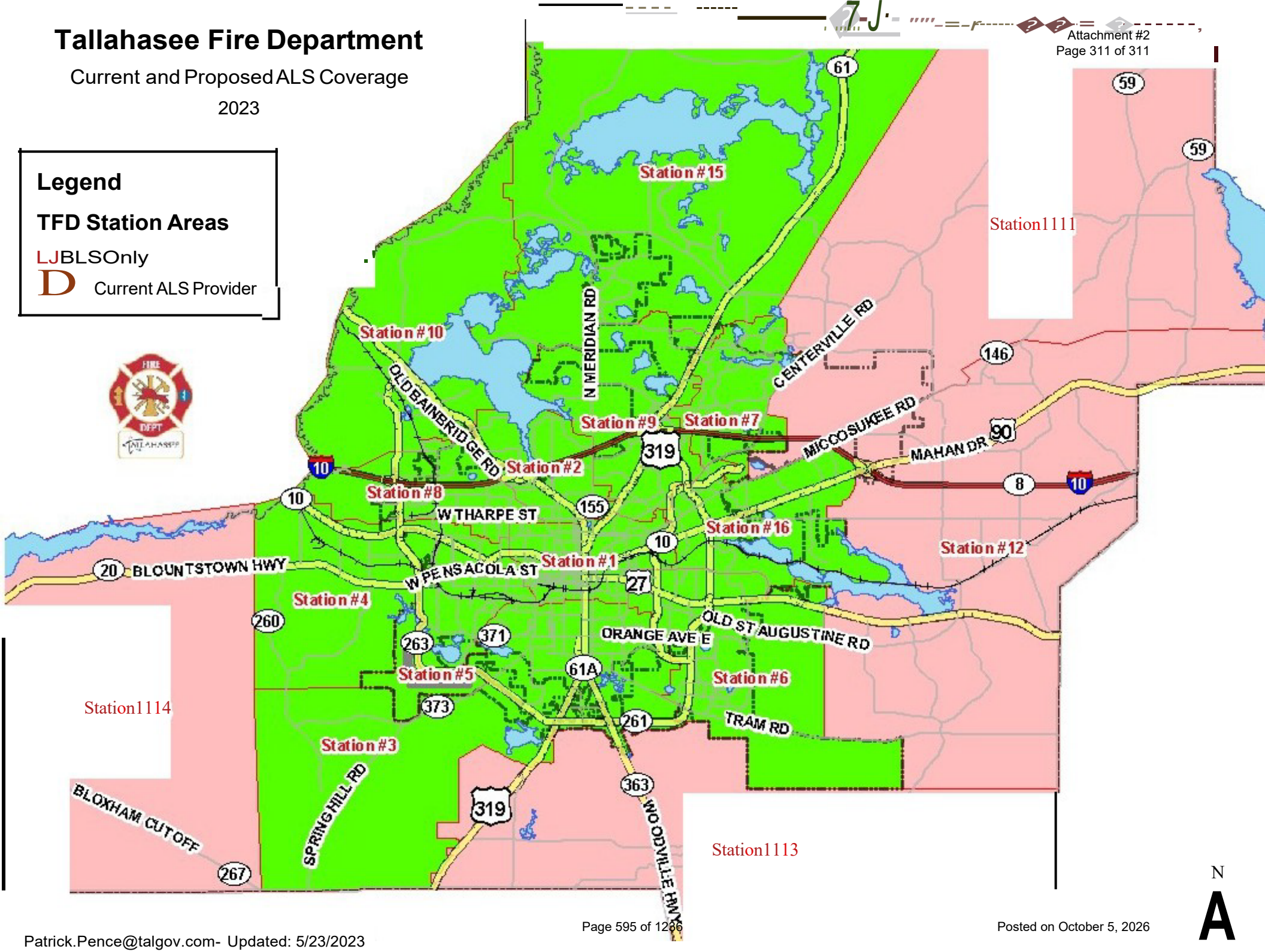
TFD utilizes "*Telestaff*', a computer software program that automatically dials personnel for re-call in the event of a disaster.

The Tallahassee Fire Department's approach to t h e management of the ALS First Response addition is to utilize the existing chain-of-command infrastructure. Attached is the applicable organizational chart for the Tallahassee Fire Department.

Tallahasee Fire Department

Current and Proposed ALS Coverage

2023



Patrick.Pence@talgov.com- Updated: 5/23/2023

Posted on October 5, 2026

Leon County
Board of County Commissioners

Notes for Agenda Item #10

Leon County Board of County Commissioners

Agenda Item #10

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: 2025 Edward Byrne Memorial Justice Assistance Grant Funding Agreement

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 required by the U.S. Department of Justice, this item requests Board approval of an Agreement with the City of Tallahassee and the Leon County Sheriff's Office for the implementation of the Edward Byrne Memorial Justice Assistance Grant which provides funding for law enforcement equipment as well as DISC Village Inc.'s Juvenile Assessment Center. The item also requests Board authorization for the Leon County Sheriff's Office to realize $24,215 in funding from the Justice Assistance Grant.

Fiscal Impact:

This item has a fiscal impact. The U.S. Department of Justice has allocated a total of $128,430 to Leon County and the City of Tallahassee under the 2025 Justice Assistance Grant program (JAG) that would be distributed to the Leon County Sheriff's Office, Tallahassee Police Department, and DISC Village, Inc., consistent with previous allocations of the grant. As the fiscal agent for the Leon County Sheriff's Office, the County must realize the $24,215 in funding that would be allocated to the Leon County Sheriff's Office through the Justice Assistance Grant to purchase law enforcement equipment.

Staff Recommendation:

Option #1: Approve the Agreement with the City of Tallahassee and the Leon County Sheriff's Office (Attachment #1) for the implementation of the U.S. Department of Justice 2025 Edward Byrne Memorial Justice Assistance Grant, and authorize the County Administrator to execute the Agreement, and any necessary modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.

Option #2: Authorize the Leon County Sheriff's Office to realize and spend the $24,215 in 2025 Justice Assistant Grant (JAG) program funds to purchase law enforcement equipment.

Report and Discussion

Background:

As required by the U.S. Department of Justice (DOJ), this item seeks Board approval of an Agreement with the City of Tallahassee (City) and the Leon County Sheriff's Office (LCSO) (Attachment #1) for the implementation of the Edward Byrne Memorial Justice Assistance Grant (JAG) which provides funding to the Tallahassee Police Department (TPD) and LCSO for law enforcement equipment as well as the DISC Village Inc.'s Juvenile Assessment Center. Although the County is not a recipient of this specific funding distribution of the JAG, DOJ requires that all units of local government (i.e., counties and cities) within the jurisdiction of the law enforcement agencies (i.e., TPD and LCSO) be a party to the Agreement.

For more than 20 years, the DOJ has awarded the JAG funding to Leon County and the City to support a range of criminal justice program areas including law enforcement, crime prevention, education and mental health programs. Generally, these funds are awarded through two non-competitive grant applications within the JAG program:

1. The JAG-Countywide program (JAG-C), which is administered by the Florida Department of Law Enforcement (FDLE), provides an allocation directly to each Florida county.
2. The JAG, which is administered by DOJ, awards funds directly to states, territories, and eligible units of local government.

For JAG-C, Leon County receives $50,000 annually from FDLE. As approved by the Board, JAG-C funding is utilized to support the Booking Unit at DISC Village Inc.'s Juvenile Assessment Center. The Booking Unit is a 24/7 secure receiving facility for intake and assessment services of juveniles detained by local law enforcement agencies. The County is not required to enter into an agreement with the City or any law enforcement agencies for implementation of the JAG-C funds allocated by FDLE.

In regard to the JAG grant through DOJ, the City applies for and receives funding on behalf of the County and City from DOJ which can fluctuate annually. The JAG allocations are developed by DOJ based on a formula that includes uniform crime data and population. DOJ requires the County and City to reach a consensus concerning the allocations of JAG funding when the allocation to the City is 150% or more than the allocation to the County. For this 2025 award, DOJ allocated $98,239 to the City and $30,191 to the County for a total of $128,430. As a result, the City's allocation is more than 150% of the County's allocation and therefore requires a consensus on the JAG total allocation. Consistent with previous allocations of JAG, the County and City reached a consensus to allocate the 2025 funds for law enforcement equipment for TPD and LCSO, as well as to support the Booking Unit at DISC Village Inc.'s Juvenile Assessment Center. In accordance with DOJ requirements, the City, LCSO, and Leon County, must prepare an Agreement on the JAG allocation which is reviewed and approved by each entity. The Tallahassee City Commission recently approved the Agreement.

Analysis:

As reflected in the proposed Agreement and Table #1, the JAG funds will be allocated for law enforcement equipment as well as provided to DISC Village Inc.'s Juvenile Assessment Center, as a subrecipient, to support the Booking Unit.

Table #1: Proposed distribution of 2025 Justice Assistance Grant Funds

Agency:	JAG Funds
Leon County Sheriff's Office	$24,215
Tallahassee Police Department	$24,215
DISC Village, Inc.	$80,000
Total	**$128,430**

- The LCSO's funding allocation ($24,215) would be used to purchase law enforcement equipment including three pairs of binoculars and ten firearm lasers.
- The City's funding allocation ($24,215) would be used to purchase law enforcement equipment including six pistol rated ballistic shields, and one rifle rated ballistic shield.
- DISC Village, Inc.'s sub-award ($80,000) from the allocated total would be used to partially fund salary and benefits for the Juvenile Correctional Officers at DISC Village Inc.'s Juvenile Assessment Center Booking Unit. This allocation is consistent with the County's funding in support of the Juvenile Assessment Center Booking Unit.

As mentioned previously, the County is the fiscal agent for LCSO and therefore must realize the $24,215 in funding that would be allocated to LCSO through the JAG. The City would continue to act as the administrative entity for this particular JAG grant. In this capacity, the City would receive all funding from the DOJ and would be responsible for completing and submitting all financial and performance reports required by the JAG program.

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Options:

1. Approve the Agreement with the City of Tallahassee and the Leon County Sheriff's Office (Attachment #1) for the implementation of the U.S. Department of Justice 2025 Edward Byrne Memorial Justice Assistance Grant, and authorize the County Administrator to execute the Agreement, and any necessary modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney.
2. Authorize the Leon County Sheriff's Office to realize and spend the $24,215 in 2025 Justice Assistance Grant (JAG) program funds to purchase law enforcement equipment.
3. Do not approve the Agreement with the City of Tallahassee and the Leon County Sheriff's Office for the implementation of the U.S. Department of Justice 2025 Edward Byrne Memorial Justice Assistance Grant.
4. Do not authorize the Leon County Sheriff's Office to realize and spend the $24,215 in 2025 Justice Assistance Grant (JAG) program funds to purchase law enforcement equipment.
5. Board direction.

Recommendation:

Options #1 and #2

Attachment:

1. Draft Agreement with the City of Tallahassee and the Leon County Sheriff's Office for the implementation of a U.S. Department of Justice 2025 Edward Byrne Memorial Justice Assistance Grant

JustGrants Application: 14618367 **Grant Award # 15PBJA-25-GG-03418-JAGX**

AGREEMENT

This Agreement is entered into this _____ day of _____, 2026 ("Effective Date"), by and between the City of Tallahassee, a Florida municipal corporation, hereinafter referred to as the CITY, Leon County, Florida, a charter county and political subdivision of the State of Florida, hereafter referred to as the COUNTY, and the Leon County Sheriff's Office, hereinafter referred to as LCSO, collectively referred to as "Parties".

WHEREAS, the CITY and COUNTY have applied for and were awarded an Edward Byrne Memorial Justice Assistance Grant directly from the Department of Justice (DOJ) hereinafter referred to as JAG, and Grant Award Number 15PBJA-25-GG-03418-JAGX ("2025 JAG") was authorized and funding, through September 30, 2028, was approved by the United States DOJ per CFDA #16.738; and

WHEREAS, the CITY and COUNTY, following JAG program requirements, have approved the allocation of the approved grant award in the amount of $128,430; and

WHEREAS, on March 13, 2026, the CITY approved CITY funding in the amount of $24,215, and a commitment to sub-award $80,000 to DISC Village, Inc. and $24,215 to the Leon County Sheriff's Office, and

WHEREAS, the CITY and COUNTY find that the division of responsibilities for the performance of this Agreement is in the best interests of both parties and that the division of costs fairly compensates each party.

NOW, THEREFORE, for valuable consideration and mutual promises between the parties hereto, it is agreed as follows:

1. Program Coordination and Funding Allocation

The CITY agrees to act as the administrative agency for the 2025 JAG. In this capacity, the CITY will receive all funding from the U.S. Department of Justice related to this grant and be responsible for completing and submitting all financial and performance reports required by the JAG program.

In recognition of the CITY's agreement to act as the 2025 JAG administrative agency, both the CITY and the COUNTY agree that all interest earnings generated through the 2025 JAG award will be allocated to the CITY.

Funds awarded pursuant to JAG Grant Award Number 15PBJA-25-GG-03418-JAGX will be allocated as follows:

DRAFT

PROGRAM	FEDERAL FUNDING
DISC Village, Inc.	
Juvenile Assessment Center Booking Unit	$80,000
City of Tallahassee	
Law Enforcement Equipment	$24,215
Leon County	
Law Enforcement Equipment	$24,215
Total	**$128,430**

Funds awarded pursuant to JAG Grant Award Number 15PBJA-25-GG-03418-JAGX will be expended in accordance with Department of Justice approval of budgeted items. The Parties are prohibited from encumbering or expending any grant funds prior to DOJ approval of this Agreement and the clearance of Grant Award Number 15PBJA-25-GG-03418-JAGX Special Conditions #62, #63, and #64.

2. **Time of Performance**

This Agreement will be effective upon the Effective Date first written above through September 30, 2028, or until all funds are expended under this grant award, whichever occurs first.

3. Amount and Method of Payment

The CITY agrees to establish an interest-bearing trust fund for the deposit of JAG funds and will ensure that funds from any award under the JAG are not commingled with funds from any other source.

The CITY agrees to reimburse LCSO the sum of $24,215. The CITY agrees to reimburse LCSO within twenty (20) working days after receipt of a reimbursement request. LCSO shall submit all reimbursement requests to the Tallahassee Police Department no later than ninety (90) calendar days prior to the end of this Agreement. Said requests shall contain a detailed description of each line-item expenditure incurred during the Agreement's Time of Performance, shall be accompanied by supporting documentation, and shall be signed by the appropriate authorized representative.

The CITY reserves the right to deny approval of a reimbursement request, or any portion thereof, if the request is inconsistent with the type of expenditure listed in Paragraph 1, Program Coordination and Funding Allocation, if documentation in support of the expenditure is insufficient, or if the amount requested exceeds the amount of funds budgeted.

4. Special Conditions

In accordance with the provisions of Grant Award Number 15PBJA-25-GG-03418-JAGX, the CITY, the COUNTY, and LCSO shall comply with all terms, conditions, and procedures of any special condition(s) included as part of the grant award, as required by the U.S. Department of Justice and the JAG program. The terms, conditions, and procedures included as part of

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Grant Award Number 15PBJA-25-GG-03418-JAGX are hereby incorporated and made part of this Agreement (see Attachment A).

5. Records and Reporting

The CITY shall be required to maintain books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all amounts received and expended by the CITY. The CITY's records shall be subject to review by the U.S. Department of Justice as stipulated in the provisions of the JAG grant award.

The COUNTY and LCSO shall maintain books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all amounts received and expended by them under this Agreement. Records referred to in the preceding sentence shall be subject to inspection by the CITY, or its designee, at all reasonable times. The COUNTY and LCSO shall preserve and make the above-referenced records available to the CITY, if requested, for a minimum of five (5) years following the closure of the CITY's most recent audit report of JAG funds received or expended pursuant to Grant Award Number 15PBJA-25-GG-03418-JAGX.

LCSO shall include a programmatic report with each reimbursement request. The programmatic reports shall reflect the progress made during the reporting period toward accomplishing the goals outlined in Paragraph 1 of this Agreement.

The CITY shall submit programmatic and financial reports to the U.S. Department of Justice in accordance with JAG grant provisions.

6. Audit Requirements

The parties shall be subject to audit requirements per the grant awarded by the U.S. Department of Justice subsequent to Grant Award Number 15PBJA-25-GG-03418-JAGX.

If the COUNTY or LCSO expend less than $750,000 in a fiscal year from CITY awards, it is exempt from CITY audit requirements for that year. If the COUNTY or LCSO expends $750,000 or more in a fiscal year from CITY awards, or if the County or LCSO expends more than $1,000,000 in Federal awards (from all sources including pass-through subawards), an independent public accountant shall be employed to conduct a financial compliance audit of its records. In addition to the above, the COUNTY and LCSO shall, provide the Tallahassee Police Department and the City Inspector General, for their review, a copy of any audit received as a result of the COUNTY's or LCSO's policy; 2 C.F.R Part 200, subpart F; or Section 215.97, Florida Statues, relating to the expenditure of state awards under the Florida Single Audit Act. Such audits shall include or be accompanied by any applicable audit management letter issued and all applicable responses to the auditor's findings and recommendations. All audit reports shall be submitted to the Tallahassee Police Department and the City Inspector General within 30 days of receipt of each issued report.

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The CITY reserves the right to conduct a financial or program audit of all records related to this Agreement. An audit by the CITY, as referenced above, may encompass an examination of all financial transactions related to the funds received from the CITY, all accounts and reports, as well as an evaluation of compliance with the terms and conditions of this Agreement.

7. Non-Discrimination

The Parties agree they will not discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, gender identification, age, marital status, handicap or any legally protected class and that it will comply with all applicable federal, state, or local laws, rules, and regulations.

8. Public Records

The Parties acknowledge that they are governmental entities subject to the Florida Public Records Law, as governed by Chapter 119, Florida Statutes. In accordance with Section 119.0701, Florida Statutes, the following provision is included in this agreement:

IF THE PARTIES HAVE QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THEIR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THEY SHOULD CONTACT THEIR AGENCY'S CUSTODIAN OF PUBLIC RECORDS OR CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY OF TALLAHASSEE, TREASURER-CLERK'S OFFICE, RECORDS DIVISION, CITY HALL, 300 SOUTH ADAMS STREET, TALLAHASSEE, FLORIDA 32301 (850) 891-8130, RECORDS@TALGOV.COM

9. Amendments

The CITY, the COUNTY, and LCSO may desire adjustments to the scope of work or services to be provided under Grant Award Number 15PBJA-25-GG-03418-JAGX. Such adjustments shall be submitted in writing and signed by the appropriate authorized representative. When the adjustment to the scope of work or services to be provided under Grant Award Number 15PBJA-25-GG-03418-JAGX requires the approval of the Department of Justice, the CITY, as the administrative agency for Grant Award Number 15PBJA-25-GG-03418-JAGX, shall submit such requests for approval to the Department of Justice and notify the COUNTY and LCSO of its decision.

The CITY, the COUNTY, and LCSO may desire adjustments in the allocation of funding provided under this Agreement. Decreases in funding which are mutually agreed upon and less than 10% of the allocated amount to the requesting agency shall require a written release of funding submitted in writing, and signed by the appropriate authorized representative, to the CITY, as the administrative agency. The written release of funding shall be incorporated as

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an addendum to this Agreement and the CITY shall reallocate the funding in accordance with the terms and conditions of Grant Award Number 15PBJA-25-GG-03418-JAGX.

Adjustments greater than 10% of the allocated amount to the requesting agency shall require an amendment to this Agreement and may require the approval of the Department of Justice. When adjustments to the allocation of funding provided under Grant Award Number 15PBJA-25-GG-03418-JAGX require the approval of the Department of Justice, the CITY, as the administrative agency for Grant Award Number 15PBJA-25-GG-03418-JAGX, shall submit such requests for approval to the Department of Justice and notify the COUNTY and LCSO of its decision.

10. Termination

This Agreement may not be terminated by any party after it has been submitted to the U.S. Department of Justice as part of JAG Grant Award Number 15PBJA-25-GG-03418-JAGX.

11. Assignment and Binding Effect

The Parties shall not assign, transfer, or otherwise convey any interest in this Agreement without the prior written consent of all parties to this Agreement. The CITY, the COUNTY, and LCSO each bind itself and its partners, successors, legal representatives, and assigns to such other party, in respect to all covenants of this Agreement.

12. Attorney Fees

Nothing in this Agreement shall be construed to deny any party the right to seek any remedies that may be available to that party, at law or in equity, including but not limited to awards of court costs and attorney fees, in order to enforce the terms of this Agreement or to recover damages as a result of a breach of this Agreement.

13. Indemnification

To the extent permitted by law, each party hereto agrees that it shall be solely responsible for the negligent and wrongful acts of its employees, officers and agents. However, nothing shall constitute a waiver by any party of its sovereign immunity and the limitations set forth in Section 768.28, Florida Statutes. The liability of the parties, as set forth in this paragraph, is intended to be consistent with limitations of state law, including the state's waiver of sovereign immunity pursuant to Section 768.28, Florida Statutes, and no obligation imposed hereby shall be deemed to alter said waiver or to extend the liability of the parties beyond such limits.

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IN WITNESS THEREOF, the CITY, the COUNTY, and LCSO have executed this Agreement upon the Effective Date written above.

CITY OF TALLAHASSEE

Christian Doolin,
Asst. City Manager
for Karen Jumonville, City Manager

ATTEST:

James O. Cooke, IV
City Treasurer-Clerk

APPROVED AS TO FORM

Kristen L. Coons, Esq.
Sr. Assistant City Attorney

LEON COUNTY, FLORIDA

Vincent S. Long,
County Administrator

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

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

Emily Norton, Esq.
Deputy County Attorney

LEON COUNTY SHERIFF'S OFFICE

Walter McNeil
Leon County Sheriff

Leon County Sheriff's Office

Elise Gann
Chief Financial Officer,
Senior Executive Director of Member and Business Services

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Leon County
Board of County Commissioners

Notes for Agenda Item #11

Leon County Board of County Commissioners

Agenda Item #11

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: License Agreements between Leon County and Sports Providers and Proposed Revisions to Board Policies No. 11-4, "Background Checks for Sports Providers' Coaches, Volunteers, and Hired Workers" and No. 06-1 "Use and Scheduling of Parks & Recreation Facilities"

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator Maggie Theriot, Director, Office of Resource Stewardship
Lead Staff / Project Team:	Amanda Heidecker, Director, Division of Parks and Recreation

Statement of Issue:

This item seeks Board approval of License Agreements between Leon County and four youth Sports Providers, Florida District 20 Little League, Inc., Big Bend Pop Warner, Inc., Tallahassee/Leon Babe Ruth League, Inc., and Bold and Gold Sports International, Inc., to offer youth sports programming at County recreational facilities. The License Agreements renew three existing agreements and establish one new agreement, reflect updated background screening requirements, and set a five-year term. This item also provides proposed revisions to Policy No. 11-4, "Background Checks for Sports Providers' Coaches, Volunteers, and Hired Workers," in accordance with new statutory background check requirements and seeks a revision to Section 10.6 of Policy 06-1, "Use and Scheduling of Parks & Recreation Facilities," to clarify that nonprofit organizations operating under a formal written agreement with the County may be permitted to utilize these facilities for a term greater than one year.

Fiscal Impact:

This item has a fiscal impact. If approved, the County will continue to incur costs associated with field and facility maintenance, utilities, discretionary reimbursement for background check fees (subject to annual appropriation), and security systems. Adequate funding is included in the Fiscal Year (FY) 2027 budget. Should voters approve the proposed property tax amendment in November, funding for the costs associated with field and facility maintenance will be evaluated as part of the broader financial and organizational restructuring process anticipated during the FY 2028 budget development cycle.

Staff Recommendation:

Provided on the following page.

Staff Recommendation:

Option #1: Approve the following License Agreements between Leon County and the respective Sport Provider, and authorize the County Administrator to execute each agreement, and modify, approve and execute any amendments thereto, subject to legal review and revision by the County Attorney:

a. License Agreement with Florida District 20 Little League, Inc. (Attachment #1)

b. License Agreement with Big Bend Pop Warner, Inc. (Attachment #2)

c. License Agreement with Tallahassee/Leon Babe Ruth League, Inc. (Attachment #3)

d. License Agreement with Bold and Gold Sports International, Inc. (Attachment #4)

Option #2: Approve the proposed revisions to Board Policy No. 11-4, “Background Checks for Sports Providers’ Coaches, Volunteers, and Hired Workers” (Attachment #5).

Option #3: Approve the proposed revisions to the limitation on term length for facility use in Section 10.6 of Board Policy 06-1, "Use and Scheduling of Parks & Recreation Facilities," for the approved License Agreements (Attachment #6).

Report and Discussion

Background:

This item seeks Board approval of License Agreements between Leon County and four nonprofit youth sport organizations: Florida District 20 Little League, Inc. (Little League), Tallahassee/Leon Babe Ruth League, Inc. (Babe Ruth), Big Bend Pop Warner, Inc. (Pop Warner), and Bold and Gold Sports International, Inc. (Bold and Gold) (also may be referred to as Sport Provider or collectively as Sport Providers). The License Agreements authorize each Sport Provider to operate youth sports programming at County parks. Three are renewals of existing agreements with Little League, Babe Ruth, and Pop Warner, and one establishes a new agreement with Bold and Gold. Combined, the four agreements provide for baseball, softball, tackle & flag football, cheerleading, and soccer programming, for a term of five years with the option of two one-year extensions.

Leon County's approach to youth sports relies on partnerships with community-based, nonprofit Sports Providers rather than direct operation of programming by the County. This model allows the Sport Providers, bringing established community ties, volunteer coaching networks, and program expertise, to focus on the day-to-day administration and delivery of youth sports, while the County concentrates its resources on maintaining the athletic fields, facilities, and infrastructure that support them. This division of responsibility allows the County to support a broad range of youth sports programming across the community while leveraging the administrative capacity, staffing, and volunteer networks that sports providers bring to program delivery. The License Agreement with each Sport Provider is the instrument that puts this partnership into effect. Each agreement sets out in one document what the Sport Provider and the County are each responsible for, including field use and scheduling, maintenance, background screening, insurance, and indemnification. This keeps youth sports available on County fields while protecting the County and the public. The Analysis section describes the County's partnership approach to youth sports, the programs each Sport Provider offers, and the responsibilities and protections the License Agreements establish.

The County applies a consistent set of guiding considerations when determining whether an organization is suited to become a licensed sports provider, including whether the organization:

- has a mission centered on community-based youth recreational sports, with registration open broadly to Leon County youth interested in participating;
- has demonstrated a sustained, responsible track record of operation;
- does not substantially duplicate an existing licensed provider's core age range or competitive level;
- would be supported by sufficient field capacity without displacing existing users;
- maintains program costs that remain affordable relative to comparable community-based youth sports programs, including the availability of need-based scholarships; and
- has the volunteer base and organizational capacity to meet the obligations of a License Agreement, including insurance, background screening, and financial recordkeeping requirements.

The County has an established history of entering into license agreements with youth sports organizations to provide recreational programming at County parks. The County currently maintains license agreements with Little League, Babe Ruth, and Pop Warner, providing baseball, softball, tackle & flag football, and cheer programming at County facilities. Bold and Gold has provided youth soccer programming at County parks for the past three seasons, and this item seeks to establish its first formal License Agreement with the County.

Little League, Babe Ruth, and Pop Warner also coordinate use of certain Leon County Schools (LCS) athletic facilities under a separate Memorandum of Understanding between the County, School Board, and Sports Providers. Approved by the Board on September 15, 2026, the agreement governs scheduling, maintenance, access to LCS facilities, and does not modify or affect the License Agreements addressed in this item which govern the use of County park facilities only. The following summarizes each Sport Provider's history and scope of operations within the County.

Little League: has served as a baseball and softball provider at County parks for more than 30 years, offering organized play to youth ages 4 to 16 through four leagues: Chaires, Northwest, Fort Braden, and Woodville. Games and practices are held at eight County facilities: six County-owned parks (Chaires, Woodville, Fred George, Miccosukee, Stoneler, and Tower Road) and two additional facilities at Fort Braden and Canopy Oaks, maintained and operated by the County on leased LCS property. Little League currently uses 25 playing areas, including all 19 of the County's dedicated baseball and softball fields and 6 multi-purpose fields adapted for T-ball use. That inventory will expand to 28 fields with the addition of three new fields at Northeast Park, anticipated in early 2027.

Babe Ruth: has served as a Sports Provider at County parks for the past ten years, offering organized baseball to youth primarily ages 13 and older at Fred George Park, Chaires Park and J. Lewis Hall Woodville Park 60/90 baseball fields. The program includes tryouts and player evaluations, with roster placement based on age, skill level, and assigned district.

Pop Warner: has served as a Sports Provider at County parks for more than 20 years, offering football, flag football, and cheerleading, with a participation requirement of at least a 2.0 GPA. The organization supports several County-based programs including the Bradfordville Bucs, Canopy Oaks Rams, Woodville Jaguars, and Chaires Eagles, and offers flag football, including girls' flag football, in the Fort Braden community. Pop Warner uses Apalachee Regional Park, Fred George Park, and Woodville Park, with all football games played at Apalachee Regional Park, and anticipates additional use of the Northeast Park once completed.

Bold and Gold: has provided youth soccer programming at County parks for the past three seasons, primarily at Apalachee Regional Park, serving players from preschool through high school age. Over that period, the organization has served nearly 600 unique players, averaging approximately 290 players and 23 teams per season, and has facilitated more than 160 games per season. Bold and Gold has trained more than 50 coaches and more than 20 referees, and has awarded

approximately 20 scholarships per season to reduce participation costs for families. Once formalized as a County sports provider, Bold and Gold plans to expand its soccer offerings to other County facilities, including Woodville Park and Tower Road Park.

Collectively, Little League, Babe Ruth, Pop Warner, and Bold and Gold bring a wide range of recreational programming to all youth throughout Leon County.

Analysis:

The proposed License Agreements (Attachments #1 through #4) establish the terms governing each Sport Provider's use of County park facilities. Under each agreement, the County is responsible for maintaining athletic fields and concession buildings, providing utilities, and may, at its discretion and subject to budget availability, reimburse eligible processing costs associated with required background checks. The County is also responsible for maintaining security alarm systems. Each Sport Provider is responsible for the day-to-day operation and administration of its program, including participant registration, recruitment and management of coaches and volunteers, recruitment or hiring of officials, and scheduling of practices, games, and other program activities. The proposed License Agreements set a five-year term for each Sport Provider, with the option of two additional one-year extensions, reflecting the recurring, multi-season commitments these programs require of both the County and each Sport Provider.

As it relates to the term length of the proposed License Agreements, the current Section 10.6 of Board Policy No. 06-1, "Use and Scheduling of Parks & Recreation Facilities," limits a license agreement with a private organization to a 12-month term, with no more than two six-month extensions. This item seeks to amend Section 10.6 of Board Policy No. 06-01, to exempt nonprofit organizations operating under a formal written agreement with the County, allowing those organizations to use facilities for the term and renewal options set forth in their agreement (Attachment #6).

Additionally, the proposed License Agreements also require each Sport Provider to comply with applicable federal, state, and County background screening requirements for athletic coaches. The County maintains its own background screening standards for coaches and volunteers under Board Policy No. 11-4, "Background Checks for Sports Providers' Coaches, Volunteers, and Hired Workers," which the proposed License Agreements incorporate to help protect the safety of youth participants. Florida law recently expanded background screening requirements for athletic coaches. Effective July 1, 2026, Section 943.0438, Florida Statutes, requires independent sanctioning authorities to conduct Level 2 background screenings of current and prospective athletic coaches, and prohibits authorizing anyone to coach until that screening is complete. The statute allows limited exceptions for certain individuals under 18 and for referees meeting specified Level 1 screening and supervision requirements.

The proposed updates to Board Policy No. 11-4 shift background screening from a County-administered process to a State-administered one (Attachment #5). Each Sport Provider will register directly with the Florida Department of Law Enforcement through the AHCA Care

Provider Background Screening Clearinghouse, rather than submitting forms to County staff. Screening results will go directly to the Sport Provider, rather than being reviewed and determined by County Risk Management, and the Sport Provider will be responsible for notifying any ineligible individual. A completed Level 2 screening remains valid for five years. A Sport Provider that fails to comply becomes ineligible to utilize County facilities.

The County's existing Sport Providers continue to meet the guiding considerations for licensure, reflected in their decades-long track records, established volunteer and coaching networks, and continued operation within their current program scope and facility use. Bold and Gold likewise meets these considerations. Its youth soccer programming has centered on recreational play, and its three seasons at County parks, primarily Apalachee Regional Park, demonstrate a sustained, responsible track record. The fields used were available and did not compete with existing programming or community use, allowing more efficient use of County facilities. A License Agreement brings this relationship under the same framework already governing the County's other Sport Providers, with defined responsibilities, insurance and indemnification requirements, and a term consistent with the other three agreements.

Collectively, these License Agreements share a common structure. The License Agreements are the instrument that authorizes each Sport Provider to operate youth sports programming at County parks, establishing the access rights, financial responsibilities, and safeguards that govern that use. Specifically, the License Agreements provide for:

- Authorized use of designated County park facilities;
- County-provided field and facility maintenance, utilities, and security systems;
- Discretionary reimbursement for background check costs, when funded in the annual budget;
- Provider responsibility for program administration, staffing, and officiating;
- Insurance coverage and indemnification obligations; and
- A five-year term, with the option of two one-year extensions.

The License Agreements continue the County's long-standing partnerships with Little League, Babe Ruth, and Pop Warner, and establish a new partnership with Bold and Gold, under terms that place the cost of insurance, indemnification, and day-to-day program operation on the Sport Providers rather than on the County.

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Options:

1. Approve the following License Agreements between Leon County and the respective Sport Provider, and authorize the County Administrator to execute each agreement, and modify, approve and execute any amendments thereto, subject to legal review and revision by the County Attorney:
    a. License Agreement with Florida District 20 Little League, Inc. (Attachment #1)
    b. License Agreement with Big Bend Pop Warner, Inc. (Attachment #2)
    c. License Agreement with Tallahassee/Leon Babe Ruth League, Inc. (Attachment #3)
    d. License Agreement with Bold and Gold Sports International, Inc. (Attachment #4)
2. Approve the proposed revisions to Board Policy No. 11-4, “Background Checks for Sports Providers’ Coaches, Volunteers, and Hired Workers” (Attachment #5).
3. Approve the proposed revisions to the limitation on term length for facility use in Section 10.6 of Board Policy 06-1, "Use and Scheduling of Parks & Recreation Facilities," for the approved License Agreements (Attachment #6).
4. Do not approve the License Agreement between Leon County and the respective sport provider.
5. Do not approve proposed revisions to Board Policy No. 11-4, “Background Checks for Sports Providers’ Coaches, Volunteers, and Hired Workers”.
6. Do not approve proposed revisions to the limitation on term length for facility use in Section 10.6 of Board Policy 06-1, "Use and Scheduling of Parks & Recreation Facilities," for the approved License Agreements.
7. Board direction.

Recommendations:

Option #1 a through d, and Options #2 and #3

Attachments:

1. License Agreement - Florida District 20 Little League, Inc
2. License Agreement - Big Bend Pop Warner, Inc
3. License Agreement - Tallahassee/Leon Babe Ruth League, Inc
4. License Agreement - Bold and Gold Sports International, Inc
5. Proposed Revisions to Board Policy No. 11-4, “Background Checks for Sports Providers’ Coaches, Volunteers, and Hired Workers”
6. Proposed Revisions to Board Policy No. 06-1, “Use and Scheduling of Parks & Recreation Facilities”

LICENSE AGREEMENT
ATHLETIC FIELDS (County Wide)

THIS LICENSE AGREEMENT ("License Agreement") is entered into by and between LEON COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida, (the "County"), and FLORIDA DISTRICT 20 LITTLE LEAGUE, INC., a Florida not for profit corporation ("Little League" or the "Sport Provider") (collectively, the "Parties").

WITNESSETH

WHEREAS, the Leon County Board of County Commissioners (the "Board") has determined that it is in the County's best interest to provide opportunities for County residents to participate in recreation activities, and that providing the Sport Provider a license to utilize County parks is a way to foster an opportunity for such activities, which represents a valid public purpose; and,

WHEREAS, the Sport Provider is a 501(c)(3) non-profit whose purpose is to manage and operate the youth baseball and softball programs through a non-profit association which provides sports education for the youth of the County; and,

WHEREAS, the Sport Provider desires to use certain baseball and softball areas and facilities within the County's parks as described in Section 1 ("Park Premises") and Attachment 1 ("Park Locations") for the purpose of providing youth sports for the citizens of the County; and,

WHEREAS, the County and the Sport Provider desire to enter into this License Agreement, pursuant to County Policy Nos. 06-1 and 16-5, and express their understandings and agreements regarding the use of the Park Premises for the youth baseball and softball programs.

NOW, THEREFORE, for and in consideration of the above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County hereby licenses to the Sport Provider, and the Sport Provider hereby licenses from the County, certain premises located at the Park Premises for the term and upon all conditions and agreements set forth herein.

1. PARK PREMISES. The Park Premises are the baseball and softball-specific areas and facilities within the County parks as further identified in Attachment 1 that are necessary to support baseball and softball practices and games. The Park Premises include the fields, dugouts, batting cages, benches, bleachers and spectator areas, concession stand, restroom facilities, storage areas, scoreboard, lighting and field equipment controls, and such other areas and facilities as are necessary for the Sport Provider's use of the Park Premises at the Park Locations. Park Premises does not include other areas of a County park that are not necessary to support baseball and softball activities, such as basketball courts, community centers, or other recreational facilities that may share the same park property. The County retains full authority over those areas and may make them available for use by individuals or groups at its discretion. The list of park locations to which this License Agreement applies is attached hereto and incorporated herein as Attachment #1. Use of any sites not owned by the County shall be governed by separate agreement.

2. TERM. The term of this License Agreement shall be for a period of five (5) years commencing on October___, 2026 and continuing through September 30, 2031 (the "Term"). There may be two one-year extensions upon mutual agreement of the Parties, signed by both Parties.

2.1 EFFECTIVE DATE. Notwithstanding that the Term may commence after the date of execution of this License Agreement, this License Agreement shall be fully effective, and in full force and effect and valid and binding upon the Parties upon being duly executed by the Parties hereto.

3. LICENSE FEE/USER FEE. In consideration of the Sport Provider managing and operating the Park Premises in accordance with the terms of this License Agreement, and in accordance with Board Policy No. 16-5, in a manner that provides County residents the opportunity to participate in youth sports as a worthwhile recreation activity, the Sport Provider shall be entitled to the use of the Park Premises for a nominal annual rental rate in the amount of TEN and 00/100 DOLLARS ($10.00) per year to be paid annually no later than March 15. Sport Provider has met all the requirements under Section 5.8 of County Policy No. 06-1 regarding the request for a waiver of the user fee for non-profit organizations.

3.1 UTILITIES AND SERVICES. The County shall, at no additional cost to the Sport Provider, provide utilities and services to the Park Premises, to include field lighting and irrigation.

4. RESPONSIBILITIES OF THE COUNTY.

4.1 MAINTENANCE OF THE FIELDS. Except as provided in Section 5.1, the County shall be responsible for all ground maintenance to the athletic fields. The County shall be the sole judge as to whether the conditions of a field are playable. The County shall provide all supplies the Sport Provider needs to perform its daily maintenance on the fields. The County retains the right to make modifications and repairs to grounds and any facilities located on the Park Premises and to close the Park Premises as the County deems necessary during the Term of this License Agreement. The County will provide a list of fields on the Park Premises that are not available for use by the Sport Provider at the beginning of each season so that the Sport Provider does not schedule use on these fields.

4.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The County may, in its sole discretion, reimburse the Sport Provider for background screening costs, subject to annual appropriation of funds.

4.3 GENERAL MAINTENANCE. The County is responsible for cleaning buildings on the Park Premises and the removal of trash collected on the Park Premises on a daily schedule.

4.4 CONCESSIONS. The County shall provide a clean concession area along with keys to the concession to the Sport Provider at the beginning of the season.

4.5 REAL PROPERTY. All buildings and structures constructed or placed on the Park Premises are and shall remain the property of the County. The County will be responsible for all general repairs and upkeep of the facilities located within the Park Premises. This License Agreement shall not be construed as conveying any interest in real property, including to the Park Premises.

4.6 SECURITY. The County shall pay the monthly maintenance costs for the security alarm system at the concession area and repair costs to the alarm system.

5. RESPONSIBILITIES OF THE SPORT PROVIDER.

5.1 MAINTENANCE OF THE FIELDS. During the baseball season, for baseball and softball-related usage, the Sport Provider is responsible for lining the in-fields and dragging the in-fields between games. During other sports seasons, the County is responsible for lining the fields.

5.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The Sport Provider shall ensure that all coaches, volunteers, and other individuals required to undergo background screening have completed the required screening prior to participating in any activities on the Park Premises. The Sport Provider shall maintain documentation of completed screenings and make such documentation available to the County upon request.

5.3 COUNTY INVENTORY. The Sport Provider shall have the use of personal property owned by the County as may be located on the Park Premises. The Sport Provider agrees to exercise general supervision and responsibility for the proper use and care of all personal property located at the Park Premises, which is specifically for the use and convenience of all public users of County facilities.

5.4 OPERATIONAL CONTROL. During all scheduled practices and games, Little League shall have exclusive operational control of the Park Premises. Operational control includes the authority to establish and enforce Little League's rules, policies, and standards governing all aspects of use of the Park Premises during scheduled use, which shall apply in lieu of any more permissive public use standards otherwise applicable to the Park Premises. Operational control under this subsection is limited to the period of scheduled use and does not affect the County's ownership of, or rights in, the Park Premises.

5.5 OPERATING TIMES. The Park Premises operating hours on Sunday through Thursday are 6:00A.M. to 10:00 P.M. On Friday and Saturday, the Park Premises operating hours are 6:00 A.M. to 11:00 P.M. The Sport Provider is responsible for ensuring that all Little League activities are over and everyone has left the Park Premises by the time the end of the operating hours.

5.6 CONCESSION BUILDING. The Sport Provider has the right to utilize concession facilities on the Park Premises during its given season. If utilized, it is the Sport Provider's responsibility to clean the concession facilities after every day of use and to deposit all trash in the dumpsters on the Park Premises. All items that can be deposited in the recycle dumpster shall be broken down and put into the correct section. All

outside equipment is to be stored in the concession building at the end of each day. At the end of the season the Sport Provider is responsible for cleaning the concession facilities, removing all products from the building, and turning over all keys to the County within fifteen (15) days. In addition, the Sport Provider may negotiate profit-sharing agreements with a vendor to set up outside of the concession building. Any such agreements require advance, final written approval by the County. If the Sport Provider does not elect to operate concessions on the Park Premises, the County has the authority to negotiate a contract with another vendor or service organizations to operate the concessions during the Sport Provider's use of the Park Premises. The County reserves the right to restrict items for sale on the Park Premises.

5.7 PERSONAL PROPERTY. The Sport Provider shall be responsible for all personal property of the Sport Provider that is brought or stored on the Park Premises. The County shall not be responsible for the loss, theft, or destruction of any personal property of the Sport Provider or any third party.

5.8 GENERAL MAINTENANCE. The Sport Provider and its volunteers are responsible for litter control during and at the close of Little League events.

5.9 VOLUNTEERS. It is the responsibility of the Sport Provider to provider volunteers to coach, officiate, work the concession, and any other jobs that require manpower during their season. All such volunteers are required to have background screening (See Section 5.2).

5.10 AUXILIARY FACILITIES. Any temporary auxiliary facility approved by the County and constructed by the Sport Provider on Park Premises (such as, but not limited to, batting cages, pitching areas, and soft toss) must comply with County standards, and are the responsibility of the Sport Provider to maintain in a safe and quality condition. County standards include: netting secured and without holes; interior ground kept free of debris; and routinely mowed and edged by the Sport Provider. At the end of the season, all auxiliary facilities shall be removed and stored by the Sport Provider.

5.11 SCHEDULING. It is the responsibility of the Sport Provider to provide the County a schedule of all practices, games, and tournaments prior to the start of the season for which a reservation of Park Premises is requested to be reserved. All tournament schedules shall be given to the County at least two (2) weeks prior to the date of the tournaments. Along with the schedule, any special requests requiring set-up/preparation shall be submitted to the County at least two (2) weeks prior to the date of a tournament.

5.12 REMODELING. The Sport Provider agrees not to remodel or install any permanent fixtures or additions on the Park Premises or any appurtenance thereto or otherwise improve any buildings, grounds, or other property owned by the County without the County's express, written approval.

5.13 ADVERTISING DISPLAYS. The Sport Provider shall not post advertising displays unless prior written approval is obtained from the County. All advertising must be made out of cloth or vinyl materials and have openings to allow wind to go through the sign. All advertising will be removed within fifteen (15) days after the end of the season. Only sponsorship advertising shall be considered by the County.

5.14 PARTICIPATION FEES. The Sport Provider agrees, in a manner approved by the County, to collect participation fees and to keep records of such transactions. The Sport Provider shall provide scholarships and discounts to those families of low income. All collection of fees is subject to County audit.

5.15 CONDUCT. The Sport Provider shall operate under the provisions of this License Agreement in such a manner that conforms with all Florida Statutes and County policies, rules, regulations, and ordinances. The Sport Provider shall give reasonable assistance in ensuring that public use of the Park Premises and adjacent grounds conforms to County policies, rules, regulations, and ordinances and Florida Statutes, and the Sport Provider agrees to enforce all such requirements covering the conduct of the public in the course of its use of the Park Premises. Further, the Sport Provider agrees to adopt and adhere to recommendations of programs designed to teach and enforce sportsmanship, to the satisfaction of the County.

6. GRANT OF LICENSE. Subject to Section 20, the County agrees to grant and does hereby grant to the Sport Provider under this License Agreement the exclusive right, privilege, and obligation to manage the youth baseball and softball program on the Park Premises for the period of this License Agreement. These operations shall be managed in a manner to provide for the attraction, convenience, and recreation of the public to the satisfaction of the County. The Parties shall meet at least once each calendar year during the term of this License Agreement in order to review the provisions of this Section.

7. RULES AND REGULATIONS. The Sport Provider shall observe the Leon County Code of Laws, specifically including Chapter 13, and all County policies, rules, and regulations regarding the use of the Park Premises which are currently in place, or which may be hereinafter created or amended, from time to time, by the County.

8. ASSIGNMENT. The Sport Provider agrees to neither transfer nor assign this License Agreement or to sublet the Park Premises without the prior written consent of the County.

9. NON-DISCRIMINATION. The Sport Provider will ensure compliance with all federal, state, and local anti-discrimination laws in the course of its use of the Park Premises during the Term of this License Agreement.

10. NO AGENCY. It is mutually understood and agreed that the Sport Provider is associated with the County only for the purposes and to the extent specified in this License Agreement. Nothing contained in this License Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the County whatsoever with respect to the indebtedness, liabilities, and obligations of Sport Provider or any other party. Neither the Sport Provider nor its volunteers or representatives shall be considered employees, agents, or representatives of the County.

11. SOVEREIGN IMMUNITY. Nothing herein shall be construed as a waiver of any rights and privileges afforded the County under Section 768.28, Florida Statutes. No provision or language in this License Agreement shall be construed or interpreted to increase the scope or dollar limit of the County's liability beyond that which is set forth in Section 768.28, Florida Statutes.

12. LIABILITY INSURANCE. The Sport Provider 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 Sport Provider, its agents, representatives, employees or subcontractors. The cost of such insurance shall be borne by the Sport Provider.

a. Minimum Limits of Insurance. Sport Provider shall maintain limits no less than:

1. General Liability: The Sport Provider shall provide commercial general liability insurance coverage with combined single limits for bodily injury, personal injury, and property damage of no less than $1,000,000 per occurrence and a $2,000,000 annual aggregate.

2. Physical Abuse, Sexual Misconduct and Sexual Molestation Liability: Sport Provider having events/programs on Leon County property, which involve minors or vulnerable participants shall provide evidence of coverage in an amount not less than $1,000,000 per occurrence with a $2,000,000 aggregate.

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).

i. 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 Sport Provider, including the insured's general supervision of the Sport Provider; products and completed operations of the Sport Provider; premises owned, occupied or used by the Sport Provider; or automobiles owned, leased, hired or borrowed by the Sport Provider. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

ii. The Sport Provider'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 Sport Provider's insurance and shall not contribute with it.

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

iv. The Sport Provider'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. The Sport Provider 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 the Sport Provider may utilize County Park premises. 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 Sport Provider's use of County Park premises. 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.

1. 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.

13. INDEMNIFICATION. The Sport Provider agrees to indemnify, defend, and hold harmless the County, its officials, officers, employees, and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Sport Provider, its volunteers, employees, or agents, arising out of or under this License Agreement or the Sport Provider's operation of the Park Premises, including reasonable attorney's fees. The County may, at its sole option, defend itself or require the Sport Provider to provide the defense.

14. DAMAGE OR DESTRUCTION TO PARK PREMISES. The County shall not be liable or responsible to the Sport Provider, its agents, contractors, customers, employees, invitees, licensees, servants, volunteers, or visitors for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, court order, requisition or order of governmental body or authority, other than the County, or any cause beyond the County's control or for any damage, inconvenience, or loss of use of the Park Premises, which may arise through repair or alteration of any other part of the Park Premises, that is consistent with this License Agreement, and is not responsible for repair or restoration of the Park Premises.

15. DAMAGE TO PARK PREMISES CAUSED BY SPORT PROVIDER. If the Park Premises or any other portion of the Park Premises are damaged by fire or other casualty resulting from the fault, negligence, or intentional act of the Sport Provider, its agents, representatives, employees, volunteers, participants, and/or contractors and subcontractors, the Sport Provider shall be liable to the County for the cost of repair and restoration of resultant damage to the Park Premises.

16. ATTESTATION OF NO COERCION. The Sport Provider agrees to comply with the requirements of Section 787.06(14), Florida Statutes (2026), and agrees to execute the Affidavit attached hereto as Attachment 2.

17. SEVERABILITY. The provisions of this License Agreement are severable. In the event any section or paragraph of this License Agreement is declared illegal or unenforceable, the remainder of the License Agreement shall remain in effect and binding upon the Parties.

18. INCORPORATION OF PRIOR AGREEMENTS; MODIFICATIONS. This License Agreement is the only agreement between the Parties pertaining to the use of the Park Premises and no other agreements either oral or otherwise are effective unless embodied herein. All amendments to this License Agreement shall be in writing and signed by both Parties. Any other attempted amendment shall be void.

19. TERMINATION.

19.1 Termination for Cause. The County may immediately terminate this License Agreement without prior written notice for: (i) the Sport Provider's noncompliance with any federal, state, or local laws or regulations, or any County Policy; (ii) noncompliance with any of the terms and conditions of this License Agreement; or (iii) the Sport Provider's abandonment of the Park Premises or failure to otherwise exercise the privileges granted by this License Agreement, the final determination of which is reserved to the County at its sole discretion. To the extent the basis for termination can be corrected, prior to the County's termination of this License Agreement, the County shall provide the Sport Provider written notice setting forth the reason for such termination and a period of time, not to exceed five (5) calendar days, within which the Sport Provider may complete corrective action deemed necessary by the County to prevent such termination.

19.2 Mutual Termination. This License Agreement may be terminated prior to expiration by either Party upon thirty (30) days written notice to the other Party.

19.3 Termination without Cause. The County may terminate this License Agreement for any reason, including any reason deemed by the County to be in the public interest or any determination by the County that the Sport Provider's use of the Park Premises interferes with the County's current or future use of the Park Locations identified in Attachment 1, by delivering written notice to the Sport Provider of the County's intent to terminate. Such termination shall not be effective until thirty (30) calendar days after the County's delivery of written notice of intent to terminate.

19.4 Removal of Personal Property. Upon termination of this License Agreement for any reason, the Sport Provider shall have thirty (30) calendar days from the effective date of termination to remove all personal property from the Park Premises. The loss of any privileges granted by this License Agreement resulting from termination by the County shall not be compensable to the Sport Provider.

20. GOVERNING LAW AND VENUE. This License Agreement shall be governed by the laws of the State of Florida. Venue for any legal proceeding arising from this License Agreement shall be the Second Judicial Circuit, in and for Leon County, Florida unless otherwise agreed upon by the Parties.

21. NOTICES AND PAYMENT. Any notice or document, and payment of rent, required or permitted to be delivered by the terms of this License Agreement, shall be delivered as follows by any of the following acceptable forms:

21.1 by hand delivery;

21.2 by certified mail, return receipt requested; or

21.3 by guaranteed overnight delivery service.

21.4 Notices to Sport Provider shall be delivered to:

Little League District 20
Attn: Mike Crow
19714 Crows Lane
Tallahassee, Florida 32310

21.5 Notices to the County shall be delivered to:

Leon County Division of Parks and Recreation
Attn: Director
1907 South Monroe Street
Tallahassee, Florida 32301

With a copy delivered to:
Leon County Attorney's Office
Leon County Courthouse
301 S. Monroe Street, Suite 202
Tallahassee, FL 32301, and

County Administrator
Leon County Courthouse
301 South Monroe Street, Suite 502
Tallahassee, Florida 32301

21.6 All notices shall be effective upon delivery or attempted delivery during regular business hours. Either party may change its notice address upon written notice to the other party, given in accordance herewith by an authorized officer or agent.

22. COMPLIANCE WITH STATE LAW. Section 125.595, Florida Statutes, effective January 1, 2027, prohibits the County from taking any official action relating to diversity, equity, and inclusion, as the applicable terms are defined and the prohibited conduct is described in the statute. The Parties to this Agreement acknowledge and agree that no obligation or responsibility of either Party under this Agreement constitutes or shall result in any violation of Section 125.595, Florida Statutes, by the County. Notwithstanding Section 19 of this Agreement, the Parties acknowledge and agree that the County may terminate this Agreement immediately upon the County's determination that a violation of Section 125.595, Florida Statutes, has or may occur, notice of which termination shall be provided in accordance with Section 21 of this Agreement.

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

LEON COUNTY, FLORIDA

By:_____

Vincent S. Long, County Administrator

Date:_____

FLORIDA DISTRICT 20 LITTLE LEAGUE, INC.

By:_____

Gary Gentry, President

Date:_____

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

By: _____

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

By: _____

LICENSE AGREEMENT ATHLETIC FIELDS
ATTACHMENT 1

Park Locations:

Daniel B. Chaires Community Park

4768 Chaires Cross Road
2 Little League baseball fields (lighted)
1 T-ball field (not lighted)
Restroom and concession facility

Fred George Park

3043 Capital Circle Northwest
l Regulation size baseball field (lighted)
1 Multipurpose field (lighted)
Restroom and concession facility

J. Lewis Hall Sr., Woodville Park

1492 J. Lewis Hall Sr. Lane
4 Little League baseball fields (lighted)
1 Regulation size baseball field (lighted)
1 Softball field (lighted)
1 Multi-purpose field (lighted)
Restroom and concession facility

Miccosukee Community Park

15011 Cromartie Rd
1 Little League baseball field (lighted)
1 Little League softball field (lighted)
1 T-ball filed (not lighted)
Restroom and concession facility

Stoneler Road Park

5225 Stoneler Rd.
1 Little League field (lighted)
Restroom and concession facility

Tower Road Park

5971 Tower Rd.
1 Multi-purpose field (lighted)
Restroom and concession facility

AFFIDAVIT IN COMPLIANCE WITH ANTI HUMAN TRAFFICKING LAWS
ATTACHMENT 2

In accordance with Section 787.06(14), Florida Statutes (2026), 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:_____

Title:_____

Entity:_____

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of [____] physical presence or [____] online notarization, this _____day of _____, 20_____, by _____ (Affiant's Name).

LICENSE AGREEMENT
ATHLETIC FIELDS (County Wide)

THIS LICENSE AGREEMENT ("License Agreement") is entered into by and between LEON COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida, (the "County"), and BIG BEND POP WARNER, INC. a Florida not for profit corporation ("Pop Warner" or the "Sport Provider") (collectively, the "Parties").

WITNESSETH

WHEREAS, the Leon County Board of County Commissioners (the "Board") has determined that it is in the County's best interest to provide opportunities for County residents to participate in recreation activities, and that providing the Sport Provider a license to utilize County parks is a way to foster an opportunity for such activities, which represents a valid public purpose; and,

WHEREAS, the Sport Provider is a 501(c)(3) non-profit whose purpose is to manage and operate the youth football and cheer programs through a non-profit association which provides sports education for the youth of the County; and,

WHEREAS, the Sport Provider desires to use certain football and cheer areas and facilities within the County's parks as described in Section 1 ("Park Premises") and Attachment 1 ("Park Locations") for the purpose of providing youth sports for the citizens of the County; and,

WHEREAS, the County and the Sport Provider desire to enter into this License Agreement, pursuant to County Policy Nos. 06-1 and 16-5, and express their understandings and agreements regarding the use of the Park Premises for the youth football and cheer programs.

NOW, THEREFORE, for and in consideration of the above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County hereby licenses to the Sport Provider, and the Sport Provider hereby licenses from the County, certain premises located at the Park Premises for the term and upon all conditions and agreements set forth herein.

1. PARK PREMISES. The Park Premises are the football and cheer-specific areas and facilities within the County parks as further identified in Attachment 1 that are necessary to support football and cheer practices and games. The Park Premises include the fields, dugouts, batting cages, benches, bleachers and spectator areas, concession stand, restroom facilities, storage areas, scoreboard, lighting and field equipment controls, and such other areas and facilities as are necessary for the Sport Provider's use of the Park Premises at the Park Locations. Park Premises does not include other areas of a County park that are not necessary to support football and cheer activities, such as basketball courts, community centers, or other recreational facilities that may share the same park property. The County retains full authority over those areas and may make them available for use by individuals or groups at its discretion. The list of park locations to which this License Agreement applies is attached hereto and incorporated herein as Attachment #1. Use of any sites not owned by the County shall be governed by separate agreement.

2. TERM. The term of this License Agreement shall be for a period of five (5) years commencing on October___, 2026 and continuing through September 30, 2031 (the "Term"). There may be two one-year extensions upon mutual agreement of the Parties, signed by both Parties.

2.1 EFFECTIVE DATE. Notwithstanding that the Term may commence after the date of execution of this License Agreement, this License Agreement shall be fully effective, and in full force and effect and valid and binding upon the Parties upon being duly executed by the Parties hereto.

3. LICENSE FEE/USER FEE. In consideration of the Sport Provider managing and operating the Park Premises in accordance with the terms of this License Agreement, and in accordance with Board Policy No. 16-5, in a manner that provides County residents the opportunity to participate in youth sports as a worthwhile recreation activity, the Sport Provider shall be entitled to the use of the Park Premises for a nominal annual rental rate in the amount of TEN and 00/100 DOLLARS ($10.00) per year to be paid annually no later than March 15. Sport Provider has met all the requirements under Section 5.8 of County Policy No. 06-1 regarding the request for a waiver of the user fee for non-profit organizations.

3.1 UTILITIES AND SERVICES. The County shall, at no additional cost to the Sport Provider, provide utilities and services to the Park Premises, to include field lighting and irrigation.

4. RESPONSIBILITIES OF THE COUNTY.

4.1 MAINTENANCE OF THE FIELDS. Except as provided in Section 5.1, the County shall be responsible for all ground maintenance to the athletic fields. The County shall be the sole judge as to whether the conditions of a field are playable. The County shall provide all supplies the Sport Provider needs to perform its daily maintenance on the fields. The County retains the right to make modifications and repairs to grounds and any facilities located on the Park Premises and to close the Park Premises as the County deems necessary during the Term of this License Agreement. The County will provide a list of fields on the Park Premises that are not available for use by the Sport Provider at the beginning of each season so that the Sport Provider does not schedule use on these fields.

4.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The County may, in its sole discretion, reimburse the Sport Provider for background screening costs, subject to annual appropriation of funds.

4.3 GENERAL MAINTENANCE. The County is responsible for cleaning buildings on the Park Premises and the removal of trash collected on the Park Premises on a daily schedule.

4.4 CONCESSIONS. The County shall provide a clean concession area along with keys to the concession to the Sport Provider at the beginning of the season.

4.5 REAL PROPERTY. All buildings and structures constructed or placed on the Park Premises are and shall remain the property of the County. The County will be responsible for all general repairs and upkeep of the facilities located within the Park Premises. This License Agreement shall not be construed as conveying any interest in real property, including to the Park Premises.

4.6 SECURITY. The County shall pay the monthly maintenance costs for the security alarm system at the concession area and repair costs to the alarm system.

5. RESPONSIBILITIES OF THE SPORT PROVIDER.

5.1 MAINTENANCE OF THE FIELDS. During the football season, for football and cheer-related usage, the Sport Provider is responsible for lining the in-fields and dragging the in-fields between games. During other sports seasons, the County is responsible for lining the fields.

5.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The Sport Provider shall ensure that all coaches, volunteers, and other individuals required to undergo background screening have completed the required screening prior to participating in any activities on the Park Premises. The Sport Provider shall maintain documentation of completed screenings and make such documentation available to the County upon request.

5.3 COUNTY INVENTORY. The Sport Provider shall have the use of personal property owned by the County as may be located on the Park Premises. The Sport Provider agrees to exercise general supervision and responsibility for the proper use and care of all personal property located at the Park Premises, which is specifically for the use and convenience of all public users of County facilities.

5.4 OPERATIONAL CONTROL. During all scheduled practices and games, Pop Warner shall have exclusive operational control of the Park Premises. Operational control includes the authority to establish and enforce Pop Warner's rules, policies, and standards governing all aspects of use of the Park Premises during scheduled use, which shall apply in lieu of any more permissive public use standards otherwise applicable to the Park Premises. Operational control under this subsection is limited to the period of scheduled use and does not affect the County's ownership of, or rights in, the Park Premises.

5.5 OPERATING TIMES. The Park Premises operating hours on Sunday through Thursday are 6:00A.M. to 10:00 P.M. On Friday and Saturday, the Park Premises operating hours are 6:00 A.M. to 11:00 P.M. The Sport Provider is responsible for ensuring that all Pop Warner activities are over and everyone has left the Park Premises by the time the end of the operating hours.

5.6 CONCESSION BUILDING. The Sport Provider has the right to utilize concession facilities on the Park Premises during its given season. If utilized, it is the Sport Provider's responsibility to clean the concession facilities after every day of use and to deposit all trash in the dumpsters on the Park Premises. All items that can be deposited in the recycle dumpster shall be broken down and put into the correct section. All

outside equipment is to be stored in the concession building at the end of each day. At the end of the season the Sport Provider is responsible for cleaning the concession facilities, removing all products from the building, and turning over all keys to the County within fifteen (15) days. In addition, the Sport Provider may negotiate profit-sharing agreements with a vendor to set up outside of the concession building. Any such agreements require advance, final written approval by the County. If the Sport Provider does not elect to operate concessions on the Park Premises, the County has the authority to negotiate a contract with another vendor or service organizations to operate the concessions during the Sport Provider's use of the Park Premises. The County reserves the right to restrict items for sale on the Park Premises.

5.7 PERSONAL PROPERTY. The Sport Provider shall be responsible for all personal property of the Sport Provider that is brought or stored on the Park Premises. The County shall not be responsible for the loss, theft, or destruction of any personal property of the Sport Provider or any third party.

5.8 GENERAL MAINTENANCE. The Sport Provider and its volunteers are responsible for litter control during and at the close of Pop Warner events.

5.9 VOLUNTEERS. It is the responsibility of the Sport Provider to provider volunteers to coach, officiate, work the concession, and any other jobs that require manpower during their season. All such volunteers are required to have background screening (See Section 5.2).

5.10 AUXILIARY FACILITIES. Any temporary auxiliary facility approved by the County and constructed by the Sport Provider on Park Premises (such as, but not limited to, batting cages, pitching areas, and soft toss) must comply with County standards, and are the responsibility of the Sport Provider to maintain in a safe and quality condition. County standards include: netting secured and without holes; interior ground kept free of debris; and routinely mowed and edged by the Sport Provider. At the end of the season, all auxiliary facilities shall be removed and stored by the Sport Provider.

5.11 SCHEDULING. It is the responsibility of the Sport Provider to provide the County a schedule of all practices, games, and tournaments prior to the start of the season for which a reservation of Park Premises is requested to be reserved. All tournament schedules shall be given to the County at least two (2) weeks prior to the date of the tournaments. Along with the schedule, any special requests requiring set-up/preparation shall be submitted to the County at least two (2) weeks prior to the date of a tournament.

5.12 REMODELING. The Sport Provider agrees not to remodel or install any permanent fixtures or additions on the Park Premises or any appurtenance thereto or otherwise improve any buildings, grounds, or other property owned by the County without the County's express, written approval.

5.13 ADVERTISING DISPLAYS. The Sport Provider shall not post advertising displays unless prior written approval is obtained from the County. All advertising must be made out of cloth or vinyl materials and have openings to allow wind to go through the sign. All advertising will be removed within fifteen (15) days after the end of the season. Only sponsorship advertising shall be considered by the County.

5.14 PARTICIPATION FEES. The Sport Provider agrees, in a manner approved by the County, to collect participation fees and to keep records of such transactions. The Sport Provider shall provide scholarships and discounts to those families of low income. All collection of fees is subject to County audit.

5.15 CONDUCT. The Sport Provider shall operate under the provisions of this License Agreement in such a manner that conforms with all Florida Statutes and County policies, rules, regulations, and ordinances. The Sport Provider shall give reasonable assistance in ensuring that public use of the Park Premises and adjacent grounds conforms to County policies, rules, regulations, and ordinances and Florida Statutes, and the Sport Provider agrees to enforce all such requirements covering the conduct of the public in the course of its use of the Park Premises. Further, the Sport Provider agrees to adopt and adhere to recommendations of programs designed to teach and enforce sportsmanship, to the satisfaction of the County.

6. GRANT OF LICENSE. Subject to Section 20, the County agrees to grant and does hereby grant to the Sport Provider under this License Agreement the exclusive right, privilege, and obligation to manage the youth football and cheer program on the Park Premises for the period of this License Agreement. These operations shall be managed in a manner to provide for the attraction, convenience, and recreation of the public to the satisfaction of the County. The Parties shall meet at least once each calendar year during the term of this License Agreement in order to review the provisions of this Section.

7. RULES AND REGULATIONS. The Sport Provider shall observe the Leon County Code of Laws, specifically including Chapter 13, and all County policies, rules, and regulations regarding the use of the Park Premises which are currently in place, or which may be hereinafter created or amended, from time to time, by the County.

8. ASSIGNMENT. The Sport Provider agrees to neither transfer nor assign this License Agreement or to sublet the Park Premises without the prior written consent of the County.

9. NON-DISCRIMINATION. The Sport Provider will ensure compliance with all federal, state, and local anti-discrimination laws in the course of its use of the Park Premises during the Term of this License Agreement.

10. NO AGENCY. It is mutually understood and agreed that the Sport Provider is associated with the County only for the purposes and to the extent specified in this License Agreement. Nothing contained in this License Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the County whatsoever with respect to the indebtedness, liabilities, and obligations of Sport Provider or any other party. Neither the Sport Provider nor its volunteers or representatives shall be considered employees, agents, or representatives of the County.

11. SOVEREIGN IMMUNITY. Nothing herein shall be construed as a waiver of any rights and privileges afforded the County under Section 768.28, Florida Statutes. No provision or language in this License Agreement shall be construed or interpreted to increase the scope or dollar limit of the County's liability beyond that which is set forth in Section 768.28, Florida Statutes.

12. LIABILITY INSURANCE. The Sport Provider 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 Sport Provider, its agents, representatives, employees or subcontractors. The cost of such insurance shall be borne by the Sport Provider.

a. Minimum Limits of Insurance. Sport Provider shall maintain limits no less than:

1. General Liability: The Sport Provider shall provide commercial general liability insurance coverage with combined single limits for bodily injury, personal injury, and property damage of no less than $1,000,000 per occurrence and a $2,000,000 annual aggregate.

2. Physical Abuse, Sexual Misconduct and Sexual Molestation Liability: Sport Provider having events/programs on Leon County property, which involve minors or vulnerable participants shall provide evidence of coverage in an amount not less than $1,000,000 per occurrence with a $2,000,000 aggregate.

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).

i. 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 Sport Provider, including the insured's general supervision of the Sport Provider; products and completed operations of the Sport Provider; premises owned, occupied or used by the Sport Provider; or automobiles owned, leased, hired or borrowed by the Sport Provider. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

ii. The Sport Provider'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 Sport Provider's insurance and shall not contribute with it.

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

iv. The Sport Provider'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. The Sport Provider 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 the Sport Provider may utilize County Park premises. 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 Sport Provider's use of County Park premises. 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.

1. 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.

13. INDEMNIFICATION. The Sport Provider agrees to indemnify, defend, and hold harmless the County, its officials, officers, employees, and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Sport Provider, its volunteers, employees, or agents, arising out of or under this License Agreement or the Sport Provider's operation of the Park Premises, including reasonable attorney's fees. The County may, at its sole option, defend itself or require the Sport Provider to provide the defense.

14. DAMAGE OR DESTRUCTION TO PARK PREMISES. The County shall not be liable or responsible to the Sport Provider, its agents, contractors, customers, employees, invitees, licensees, servants, volunteers, or visitors for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, court order, requisition or order of governmental body or authority, other than the County, or any cause beyond the County's control or for any damage, inconvenience, or loss of use of the Park Premises, which may arise through repair or alteration of any other part of the Park Premises, that is consistent with this License Agreement, and is not responsible for repair or restoration of the Park Premises.

15. DAMAGE TO PARK PREMISES CAUSED BY SPORT PROVIDER. If the Park Premises or any other portion of the Park Premises are damaged by fire or other casualty resulting from the fault, negligence, or intentional act of the Sport Provider, its agents, representatives, employees, volunteers, participants, and/or contractors and subcontractors, the Sport Provider shall be liable to the County for the cost of repair and restoration of resultant damage to the Park Premises.

16. ATTESTATION OF NO COERCION. The Sport Provider agrees to comply with the requirements of Section 787.06(14), Florida Statutes (2026), and agrees to execute the Affidavit attached hereto as Attachment 2.

17. SEVERABILITY. The provisions of this License Agreement are severable. In the event any section or paragraph of this License Agreement is declared illegal or unenforceable, the remainder of the License Agreement shall remain in effect and binding upon the Parties.

18. INCORPORATION OF PRIOR AGREEMENTS; MODIFICATIONS. This License Agreement is the only agreement between the Parties pertaining to the use of the Park Premises and no other agreements either oral or otherwise are effective unless embodied herein. All amendments to this License Agreement shall be in writing and signed by both Parties. Any other attempted amendment shall be void.

19. TERMINATION.

19.1 Termination for Cause. The County may immediately terminate this License Agreement without prior written notice for: (i) the Sport Provider's noncompliance with any federal, state, or local laws or regulations, or any County Policy; (ii) noncompliance with any of the terms and conditions of this License Agreement; or (iii) the Sport Provider's abandonment of the Park Premises or failure to otherwise exercise the privileges granted by this License Agreement, the final determination of which is reserved to the County at its sole discretion. To the extent the basis for termination can be corrected, prior to the County's termination of this License Agreement, the County shall provide the Sport Provider written notice setting forth the reason for such termination and a period of time, not to exceed five (5) calendar days, within which the Sport Provider may complete corrective action deemed necessary by the County to prevent such termination.

19.2 Mutual Termination. This License Agreement may be terminated prior to expiration by either Party upon thirty (30) days written notice to the other Party.

19.3 Termination without Cause. The County may terminate this License Agreement for any reason, including any reason deemed by the County to be in the public interest or any determination by the County that the Sport Provider's use of the Park Premises interferes with the County's current or future use of the Park Locations identified in Attachment 1, by delivering written notice to the Sport Provider of the County's intent to terminate. Such termination shall not be effective until thirty (30) calendar days after the County's delivery of written notice of intent to terminate.

19.4 Removal of Personal Property. Upon termination of this License Agreement for any reason, the Sport Provider shall have thirty (30) calendar days from the effective date of termination to remove all personal property from the Park Premises. The loss of any privileges granted by this License Agreement resulting from termination by the County shall not be compensable to the Sport Provider.

20. GOVERNING LAW AND VENUE. This License Agreement shall be governed by the laws of the State of Florida. Venue for any legal proceeding arising from this License Agreement shall be the Second Judicial Circuit, in and for Leon County, Florida unless otherwise agreed upon by the Parties.

21. NOTICES AND PAYMENT. Any notice or document, and payment of rent, required or permitted to be delivered by the terms of this License Agreement, shall be delivered as follows by any of the following acceptable forms:

21.1 by hand delivery;

21.2 by certified mail, return receipt requested; or

21.3 by guaranteed overnight delivery service.

21.4 Notices to Sport Provider shall be delivered to:

Big Bend Pop Warner
Attn: Phadrhea Acoff
910 Bob White Drive
Tallahassee, Florida 32305

21.5 Notices to the County shall be delivered to:

Leon County Division of Parks and Recreation
Attn: Director
1907 South Monroe Street
Tallahassee, Florida 32301

With a copy delivered to:
Leon County Attorney's Office
Leon County Courthouse
301 S. Monroe Street, Suite 202
Tallahassee, FL 32301, and

County Administrator
Leon County Courthouse
301 South Monroe Street, Suite 502
Tallahassee, Florida 32301

21.6 All notices shall be effective upon delivery or attempted delivery during regular business hours. Either party may change its notice address upon written notice to the other party, given in accordance herewith by an authorized officer or agent.

22. COMPLIANCE WITH STATE LAW. Section 125.595, Florida Statutes, effective January 1, 2027, prohibits the County from taking any official action relating to diversity, equity, and inclusion, as the applicable terms are defined and the prohibited conduct is described in the statute. The Parties to this Agreement acknowledge and agree that no obligation or responsibility of either Party under this Agreement constitutes or shall result in any violation of Section 125.595, Florida Statutes, by the County. Notwithstanding Section 19 of this Agreement, the Parties acknowledge and agree that the County may terminate this Agreement immediately upon the County's determination that a violation of Section 125.595, Florida Statutes, has or may occur, notice of which termination shall be provided in accordance with Section 21 of this Agreement.

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

LEON COUNTY, FLORIDA

By:_____

Vincent S. Long, County Administrator

DATE: _____

BIG BEND POP WARNER, INC.

By: _____

Phadrhea Acoff, President

Date: _____

Attest: _____

ATTEST:

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

By: _____

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

By: _____

LICENSE AGREEMENT ATHLETIC FIELDS
ATTACHMENT 1

Park Locations:

Apalachee Regional Park

7550 Apalachee Parkway
4 Multi-purpose fields (lighted)
Restroom and concession facility

Fred George Park

3043 Capital Circle Northwest
l Regulation size baseball field (lighted)
l Multipurpose field (lighted)
Restroom and concession facility

J. Lewis Hall Sr., Woodville Park

1492 J. Lewis Hall Sr. Lane
1 Regulation size baseball field (lighted)
1 Softball field (lighted)
1 Multi-purpose field (lighted)
Restroom and concession facility

Tower Road Park

5971 Tower Road
2 Multi-purpose fields (lighted)
Restroom and concession facility

Northeast Park

4501 Killimore Lane
l Multipurpose field (lighted)
2 Regulation size baseball fields (lighted)
Restroom and concession facility

AFFIDAVIT IN COMPLIANCE WITH ANTI HUMAN TRAFFICKING LAWS
ATTACHMENT 2

In accordance with Section 787.06(14), Florida Statutes (2026), 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:_____

Title:_____

Entity:_____

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of [____] physical presence or [____] online notarization, this _____day of _____, 20_____, by _____ (Affiant's Name).

LICENSE AGREEMENT
ATHLETIC FIELDS (County Wide)

THIS LICENSE AGREEMENT ("License Agreement") is entered into by and between LEON COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida, (the "County"), and TALLAHASSEE/LEON BABE RUTH LEAGUE, INC. a Florida not for profit corporation ("Babe Ruth" or the "Sport Provider") (collectively, the "Parties").

WITNESSETH

WHEREAS, the Leon County Board of County Commissioners (the "Board") has determined that it is in the County's best interest to provide opportunities for County residents to participate in recreation activities, and that providing the Sport Provider a license to utilize County parks is a way to foster an opportunity for such activities, which represents a valid public purpose; and,

WHEREAS, the Sport Provider is a 501(c)(3) non-profit whose purpose is to manage and operate the youth baseball programs through a non-profit association which provides sports education for the youth of the County; and,

WHEREAS, the Sport Provider desires to use certain baseball areas and facilities within the County's parks as described in Section 1 ("Park Premises") and Attachment 1 ("Park Locations") for the purpose of providing youth sports for the citizens of the County; and,

WHEREAS, the County and the Sport Provider desire to enter into this License Agreement, pursuant to County Policy Nos. 06-1 and 16-5, and express their understandings and agreements regarding the use of the Park Premises for the youth baseball programs.

NOW, THEREFORE, for and in consideration of the above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County hereby licenses to the Sport Provider, and the Sport Provider hereby licenses from the County, certain premises located at the Park Premises for the term and upon all conditions and agreements set forth herein.

1. PARK PREMISES. The Park Premises are the baseball-specific areas and facilities within the County parks as further identified in Attachment 1 that are necessary to support baseball practices and games. The Park Premises include the fields, dugouts, batting cages, benches, bleachers and spectator areas, concession stand, restroom facilities, storage areas, scoreboard, lighting and field equipment controls, and such other areas and facilities as are necessary for the Sport Provider's use of the Park Premises at the Park Locations. Park Premises does not include other areas of a County park that are not necessary to support baseball activities, such as basketball courts, community centers, or other recreational facilities that may share the same park property. The County retains full authority over those areas and may make them available for use by individuals or groups at its discretion. The list of park locations to which this License Agreement applies is attached hereto and incorporated herein as Attachment #1. Use of any sites not owned by the County shall be governed by separate agreement.

2. TERM. The term of this License Agreement shall be for a period of five (5) years commencing on October___, 2026 and continuing through September 30, 2031 (the "Term"). There may be two one-year extensions upon mutual agreement of the Parties, signed by both Parties.

   2.1 EFFECTIVE DATE. Notwithstanding that the Term may commence after the date of execution of this License Agreement, this License Agreement shall be fully effective, and in full force and effect and valid and binding upon the Parties upon being duly executed by the Parties hereto.

3. LICENSE FEE/USER FEE. In consideration of the Sport Provider managing and operating the Park Premises in accordance with the terms of this License Agreement, and in accordance with Board Policy No. 16-5, in a manner that provides County residents the opportunity to participate in youth sports as a worthwhile recreation activity, the Sport Provider shall be entitled to the use of the Park Premises for a nominal annual rental rate in the amount of TEN and 00/100 DOLLARS ($10.00) per year to be paid annually no later than March 15. Sport Provider has met all the requirements under Section 5.8 of County Policy No. 06-1 regarding the request for a waiver of the user fee for non-profit organizations.

   3.1 UTILITIES AND SERVICES. The County shall, at no additional cost to the Sport Provider, provide utilities and services to the Park Premises, to include field lighting and irrigation.

4. RESPONSIBILITIES OF THE COUNTY.

   4.1 MAINTENANCE OF THE FIELDS. Except as provided in Section 5.1, the County shall be responsible for all ground maintenance to the athletic fields. The County shall be the sole judge as to whether the conditions of a field are playable. The County shall provide all supplies the Sport Provider needs to perform its daily maintenance on the fields. The County retains the right to make modifications and repairs to grounds and any facilities located on the Park Premises and to close the Park Premises as the County deems necessary during the Term of this License Agreement. The County will provide a list of fields on the Park Premises that are not available for use by the Sport Provider at the beginning of each season so that the Sport Provider does not schedule use on these fields.

   4.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The County may, in its sole discretion, reimburse the Sport Provider for background screening costs, subject to annual appropriation of funds.

   4.3 GENERAL MAINTENANCE. The County is responsible for cleaning buildings on the Park Premises and the removal of trash collected on the Park Premises on a daily schedule.

   4.4 CONCESSIONS. The County shall provide a clean concession area along with keys to the concession to the Sport Provider at the beginning of the season.

4.5 REAL PROPERTY. All buildings and structures constructed or placed on the Park Premises are and shall remain the property of the County. The County will be responsible for all general repairs and upkeep of the facilities located within the Park Premises. This License Agreement shall not be construed as conveying any interest in real property, including to the Park Premises.4.6 SECURITY. The County shall pay the monthly maintenance costs for the security alarm system at the concession area and repair costs to the alarm system.

5. RESPONSIBILITIES OF THE SPORT PROVIDER.

5.1 MAINTENANCE OF THE FIELDS. During the baseball season, for baseball-related usage, the Sport Provider is responsible for lining the in-fields and dragging the in-fields between games. During other sports seasons, the County is responsible for lining the fields.

5.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The Sport Provider shall ensure that all coaches, volunteers, and other individuals required to undergo background screening have completed the required screening prior to participating in any activities on the Park Premises. The Sport Provider shall maintain documentation of completed screenings and make such documentation available to the County upon request.

5.3 COUNTY INVENTORY. The Sport Provider shall have the use of personal property owned by the County as may be located on the Park Premises. The Sport Provider agrees to exercise general supervision and responsibility for the proper use and care of all personal property located at the Park Premises, which is specifically for the use and convenience of all public users of County facilities.

5.4 OPERATIONAL CONTROL. During all scheduled practices and games, Babe Ruth shall have exclusive operational control of the Park Premises. Operational control includes the authority to establish and enforce Babe Ruth's rules, policies, and standards governing all aspects of use of the Park Premises during scheduled use, which shall apply in lieu of any more permissive public use standards otherwise applicable to the Park Premises. Operational control under this subsection is limited to the period of scheduled use and does not affect the County's ownership of, or rights in, the Park Premises.

5.5 OPERATING TIMES. The Park Premises operating hours on Sunday through Thursday are 6:00A.M. to 10:00 P.M. On Friday and Saturday, the Park Premises operating hours are 6:00 A.M. to 11:00 P.M. The Sport Provider is responsible for ensuring that all Babe Ruth activities are over and everyone has left the Park Premises by the time the end of the operating hours.

5.6 CONCESSION BUILDING. The Sport Provider has the right to utilize concession facilities on the Park Premises during its given season. If utilized, it is the Sport Provider's responsibility to clean the concession facilities after every day of use and to deposit all trash in the dumpsters on the Park Premises. All items that can be deposited in the recycle dumpster shall be broken down and put into the correct section. All

outside equipment is to be stored in the concession building at the end of each day. At the end of the season the Sport Provider is responsible for cleaning the concession facilities, removing all products from the building, and turning over all keys to the County within fifteen (15) days. In addition, the Sport Provider may negotiate profit-sharing agreements with a vendor to set up outside of the concession building. Any such agreements require advance, final written approval by the County. If the Sport Provider does not elect to operate concessions on the Park Premises, the County has the authority to negotiate a contract with another vendor or service organizations to operate the concessions during the Sport Provider's use of the Park Premises. The County reserves the right to restrict items for sale on the Park Premises.

5.7 PERSONAL PROPERTY. The Sport Provider shall be responsible for all personal property of the Sport Provider that is brought or stored on the Park Premises. The County shall not be responsible for the loss, theft, or destruction of any personal property of the Sport Provider or any third party.

5.8 GENERAL MAINTENANCE. The Sport Provider and its volunteers are responsible for litter control during and at the close of Babe Ruth events.

5.9 VOLUNTEERS. It is the responsibility of the Sport Provider to provider volunteers to coach, officiate, work the concession, and any other jobs that require manpower during their season. All such volunteers are required to have background screening (See Section 5.2).

5.10 AUXILIARY FACILITIES. Any temporary auxiliary facility approved by the County and constructed by the Sport Provider on Park Premises (such as, but not limited to, batting cages, pitching areas, and soft toss) must comply with County standards, and are the responsibility of the Sport Provider to maintain in a safe and quality condition. County standards include: netting secured and without holes; interior ground kept free of debris; and routinely mowed and edged by the Sport Provider. At the end of the season, all auxiliary facilities shall be removed and stored by the Sport Provider.

5.11 SCHEDULING. It is the responsibility of the Sport Provider to provide the County a schedule of all practices, games, and tournaments prior to the start of the season for which a reservation of Park Premises is requested to be reserved. All tournament schedules shall be given to the County at least two (2) weeks prior to the date of the tournaments. Along with the schedule, any special requests requiring set-up/preparation shall be submitted to the County at least two (2) weeks prior to the date of a tournament.

5.12 REMODELING. The Sport Provider agrees not to remodel or install any permanent fixtures or additions on the Park Premises or any appurtenance thereto or otherwise improve any buildings, grounds, or other property owned by the County without the County's express, written approval.

5.13 ADVERTISING DISPLAYS. The Sport Provider shall not post advertising displays unless prior written approval is obtained from the County. All advertising must be made out of cloth or vinyl materials and have openings to allow wind to go through the sign. All advertising will be removed within fifteen (15) days after the end of the season. Only sponsorship advertising shall be considered by the County.

5.14 PARTICIPATION FEES. The Sport Provider agrees, in a manner approved by the County, to collect participation fees and to keep records of such transactions. The Sport Provider shall provide scholarships and discounts to those families of low income. All collection of fees is subject to County audit.

5.15 CONDUCT. The Sport Provider shall operate under the provisions of this License Agreement in such a manner that conforms with all Florida Statutes and County policies, rules, regulations, and ordinances. The Sport Provider shall give reasonable assistance in ensuring that public use of the Park Premises and adjacent grounds conforms to County policies, rules, regulations, and ordinances and Florida Statutes, and the Sport Provider agrees to enforce all such requirements covering the conduct of the public in the course of its use of the Park Premises. Further, the Sport Provider agrees to adopt and adhere to recommendations of programs designed to teach and enforce sportsmanship, to the satisfaction of the County.

6. GRANT OF LICENSE. Subject to Section 20, the County agrees to grant and does hereby grant to the Sport Provider under this License Agreement the exclusive right, privilege, and obligation to manage the youth baseball program on the Park Premises for the period of this License Agreement. These operations shall be managed in a manner to provide for the attraction, convenience, and recreation of the public to the satisfaction of the County. The Parties shall meet at least once each calendar year during the term of this License Agreement in order to review the provisions of this Section.

7. RULES AND REGULATIONS. The Sport Provider shall observe the Leon County Code of Laws, specifically including Chapter 13, and all County policies, rules, and regulations regarding the use of the Park Premises which are currently in place, or which may be hereinafter created or amended, from time to time, by the County.

8. ASSIGNMENT. The Sport Provider agrees to neither transfer nor assign this License Agreement or to sublet the Park Premises without the prior written consent of the County.

9. NON-DISCRIMINATION. The Sport Provider will ensure compliance with all federal, state, and local anti-discrimination laws in the course of its use of the Park Premises during the Term of this License Agreement.

10. NO AGENCY. **It** is mutually understood and agreed that the Sport Provider is associated with the County only for the purposes and to the extent specified in this License Agreement. Nothing contained in this License Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the County whatsoever with respect to the indebtedness, liabilities, and obligations of Sport Provider or any other party. Neither the Sport Provider nor its volunteers or representatives shall be considered employees, agents, or representatives of the County.

11. SOVEREIGN IMMUNITY. Nothing herein shall be construed as a waiver of any rights and privileges afforded the County under Section 768.28, Florida Statutes. No provision or language in this License Agreement shall be construed or interpreted to increase the scope or dollar limit of the County's liability beyond that which is set forth in Section 768.28, Florida Statutes.

12. LIABILITY INSURANCE. The Sport Provider 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 Sport Provider, its agents, representatives, employees or subcontractors. The cost of such insurance shall be borne by the Sport Provider.

a. Minimum Limits of Insurance. Sport Provider shall maintain limits no less than:

1. General Liability: The Sport Provider shall provide commercial general liability insurance coverage with combined single limits for bodily injury, personal injury, and property damage of no less than $1,000,000 per occurrence and a $2,000,000 annual aggregate.

2. Physical Abuse, Sexual Misconduct and Sexual Molestation Liability: Sport Provider having events/programs on Leon County property, which involve minors or vulnerable participants shall provide evidence of coverage in an amount not less than $1,000,000 per occurrence with a $2,000,000 aggregate.

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).

i. 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 Sport Provider, including the insured's general supervision of the Sport Provider; products and completed operations of the Sport Provider; premises owned, occupied or used by the Sport Provider; or automobiles owned, leased, hired or borrowed by the Sport Provider. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

ii. The Sport Provider'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 Sport Provider's insurance and shall not contribute with it.

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

iv. The Sport Provider'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. The Sport Provider 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 the Sport Provider may utilize County Park premises. 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 Sport Provider's use of County Park premises. 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.

1. 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.

13. INDEMNIFICATION. The Sport Provider agrees to indemnify, defend, and hold harmless the County, its officials, officers, employees, and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Sport Provider, its volunteers, employees, or agents, arising out of or under this License Agreement or the Sport Provider's operation of the Park Premises, including reasonable attorney's fees. The County may, at its sole option, defend itself or require the Sport Provider to provide the defense.

14. DAMAGE OR DESTRUCTION TO PARK PREMISES. The County shall not be liable or responsible to the Sport Provider, its agents, contractors, customers, employees, invitees, licensees, servants, volunteers, or visitors for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, court order, requisition or order of governmental body or authority, other than the County, or any cause beyond the County's control or for any damage, inconvenience, or loss of use of the Park Premises, which may arise through repair or alteration of any other part of the Park Premises, that is consistent with this License Agreement, and is not responsible for repair or restoration of the Park Premises.

15. DAMAGE TO PARK PREMISES CAUSED BY SPORT PROVIDER. If the Park Premises or any other portion of the Park Premises are damaged by fire or other casualty resulting from the fault, negligence, or intentional act of the Sport Provider, its agents, representatives, employees, volunteers, participants, and/or contractors and subcontractors, the Sport Provider shall be liable to the County for the cost of repair and restoration of resultant damage to the Park Premises.

16. ATTESTATION OF NO COERCION. The Sport Provider agrees to comply with the requirements of Section 787.06(14), Florida Statutes (2026), and agrees to execute the Affidavit attached hereto as Attachment 2.

17. SEVERABILITY. The provisions of this License Agreement are severable. In the event any section or paragraph of this License Agreement is declared illegal or unenforceable, the remainder of the License Agreement shall remain in effect and binding upon the Parties.

18. INCORPORATION OF PRIOR AGREEMENTS; MODIFICATIONS. This License Agreement is the only agreement between the Parties pertaining to the use of the Park Premises and no other agreements either oral or otherwise are effective unless embodied herein. All amendments to this License Agreement shall be in writing and signed by both Parties. Any other attempted amendment shall be void.

19. TERMINATION.

19.1 Termination for Cause. The County may immediately terminate this License Agreement without prior written notice for: (i) the Sport Provider's noncompliance with any federal, state, or local laws or regulations, or any County Policy; (ii) noncompliance with any of the terms and conditions of this License Agreement; or (iii) the Sport Provider's abandonment of the Park Premises or failure to otherwise exercise the privileges granted by this License Agreement, the final determination of which is reserved to the County at its sole discretion. To the extent the basis for termination can be corrected, prior to the County's termination of this License Agreement, the County shall provide the Sport Provider written notice setting forth the reason for such termination and a period of time, not to exceed five (5) calendar days, within which the Sport Provider may complete corrective action deemed necessary by the County to prevent such termination.

19.2 Mutual Termination. This License Agreement may be terminated prior to expiration by either Party upon thirty (30) days written notice to the other Party.

19.3 Termination without Cause. The County may terminate this License Agreement for any reason, including any reason deemed by the County to be in the public interest or any determination by the County that the Sport Provider's use of the Park Premises interferes with the County's current or future use of the Park Locations identified in Attachment 1, by delivering written notice to the Sport Provider of the County's intent to terminate. Such termination shall not be effective until thirty (30) calendar days after the County's delivery of written notice of intent to terminate.

19.4 Removal of Personal Property. Upon termination of this License Agreement for any reason, the Sport Provider shall have thirty (30) calendar days from the effective date of termination to remove all personal property from the Park Premises. The loss of any privileges granted by this License Agreement resulting from termination by the County shall not be compensable to the Sport Provider.

20. GOVERNING LAW AND VENUE. This License Agreement shall be governed by the laws of the State of Florida. Venue for any legal proceeding arising from this License Agreement shall be the Second Judicial Circuit, in and for Leon County, Florida unless otherwise agreed upon by the Parties.

21. NOTICES AND PAYMENT. Any notice or document, and payment of rent, required or permitted to be delivered by the terms of this License Agreement, shall be delivered as follows by any of the following acceptable forms:

21.1 by hand delivery;

21.2 by certified mail, return receipt requested; or

21.3 by guaranteed overnight delivery service.

21.4 Notices to Sport Provider shall be delivered to:

Tallahassee/Leon Babe Ruth League
Attn: Bob Harris
PO Box 16574
Tallahassee, Florida 32317

21.5 Notices to the County shall be delivered to:

Leon County Division of Parks and Recreation
Attn: Director
1907 South Monroe Street
Tallahassee, Florida 32301

With a copy delivered to:
Leon County Attorney's Office
Leon County Courthouse
301 S. Monroe Street, Suite 202
Tallahassee, FL 32301, and

County Administrator
Leon County Courthouse
301 South Monroe Street, Suite 502
Tallahassee, Florida 32301

21.6 All notices shall be effective upon delivery or attempted delivery during regular business hours. Either party may change its notice address upon written notice to the other party, given in accordance herewith by an authorized officer or agent.

22. COMPLIANCE WITH STATE LAW. Section 125.595, Florida Statutes, effective January 1, 2027, prohibits the County from taking any official action relating to diversity, equity, and inclusion, as the applicable terms are defined and the prohibited conduct is described in the statute. The Parties to this Agreement acknowledge and agree that no obligation or responsibility of either Party under this Agreement constitutes or shall result in any violation of Section 125.595, Florida Statutes, by the County. Notwithstanding Section 19 of this Agreement, the Parties acknowledge and agree that the County may terminate this Agreement immediately upon the County's determination that a violation of Section 125.595, Florida Statutes, has or may occur, notice of which termination shall be provided in accordance with Section 21 of this Agreement.

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

LEON COUNTY, FLORIDA	TALLAHASSEE/LEON BABE RUTH LEAGUE, INC.
By:_____	By:_____
Vincent S. Long, County Administrator	Bob Harris, Commissioner
Date:_____	Date:_____

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

By: _____

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

By: _____

LICENSE AGREEMENT ATHLETIC FIELDS
ATTACHMENT 1

Park Locations:

Daniel B. Chaires Community Park

4768 Chaires Cross Rd.
1 Regulation Baseball Field (lighted)
Restroom and concession facility

Fred George Park

3043 Capital Circle Northwest
1 Regulation Baseball Field (lighted)
Restroom and concession facility

J. Lewis Hall Sr., Woodville Park

1492 J. Lewis Hall Sr. Lane
1 Regulation Baseball Field (lighted)
Restroom and concession facility

AFFIDAVIT IN COMPLIANCE WITH ANTI HUMAN TRAFFICKING LAWS
ATTACHMENT 2

In accordance with Section 787.06(14), Florida Statutes (2026), 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:_____

Title:_____

Entity:_____

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of [____] physical presence or [____] online notarization, this _____day of _____, 20_____, by _____ (Affiant's Name).

LICENSE AGREEMENT
ATHLETIC FIELDS (County Wide)

THIS LICENSE AGREEMENT ("License Agreement") is entered into by and between LEON COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida, (the "County"), and BOLD AND GOLD SPORTS INTERNATIONAL, INC., a Florida not for profit corporation ("Bold and Gold" or the "Sport Provider") (collectively, the "Parties").

WITNESSETH

WHEREAS, the Leon County Board of County Commissioners (the "Board") has determined that it is in the County's best interest to provide opportunities for County residents to participate in recreation activities, and that providing the Sport Provider a license to utilize County parks is a way to foster an opportunity for such activities, which represents a valid public purpose; and,

WHEREAS, the Sport Provider is a 501(c)(3) non-profit whose purpose is to manage and operate the youth soccer program through a non-profit association which provides sports education for the youth of the County; and,

WHEREAS, the Sport Provider desires to use certain soccer areas and facilities within the County's parks as described in Section 1 ("Park Premises") and Attachment 1 ("Park Locations") for the purpose of providing youth sports for the citizens of the County; and,

WHEREAS, the County and the Sport Provider desire to enter into this License Agreement, pursuant to County Policy Nos. 06-1 and 16-5, and express their understandings and agreements regarding the use of the Park Premises for the youth soccer programs.

NOW, THEREFORE, for and in consideration of the above and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County hereby licenses to the Sport Provider, and the Sport Provider hereby licenses from the County, certain premises located at the Park Premises for the term and upon all conditions and agreements set forth herein.

1. PARK PREMISES. The Park Premises are the soccer -specific areas and facilities within the County parks as further identified in Attachment 1 that are necessary to support soccer practices and games. The Park Premises include the fields, dugouts, batting cages, benches, bleachers and spectator areas, concession stand, restroom facilities, storage areas, scoreboard, lighting and field equipment controls, and such other areas and facilities as are necessary for the Sport Provider's use of the Park Premises at the Park Locations. Park Premises does not include other areas of a County park that are not necessary to support soccer activities, such as basketball courts, community centers, or other recreational facilities that may share the same park property. The County retains full authority over those areas and may make them available for use by individuals or groups at its discretion. The list of park locations to which this License Agreement applies is attached hereto and incorporated herein as Attachment #1. Use of any sites not owned by the County shall be governed by separate agreement.

2. TERM. The term of this License Agreement shall be for a period of five (5) years commencing on October___, 2026 and continuing through September 30, 2031 (the "Term"). There may be two one-year extensions upon mutual agreement of the Parties, signed by both Parties.

   2.1 EFFECTIVE DATE. Notwithstanding that the Term may commence after the date of execution of this License Agreement, this License Agreement shall be fully effective, and in full force and effect and valid and binding upon the Parties upon being duly executed by the Parties hereto.

3. LICENSE FEE/USER FEE. In consideration of the Sport Provider managing and operating the Park Premises in accordance with the terms of this License Agreement, and in accordance with Board Policy No. 16-5, in a manner that provides County residents the opportunity to participate in youth sports as a worthwhile recreation activity, the Sport Provider shall be entitled to the use of the Park Premises for a nominal annual rental rate in the amount of TEN and 00/100 DOLLARS ($10.00) per year to be paid annually no later than March 15. Sport Provider has met all the requirements under Section 5.8 of County Policy No. 06-1 regarding the request for a waiver of the user fee for non-profit organizations.

   3.1 UTILITIES AND SERVICES. The County shall, at no additional cost to the Sport Provider, provide utilities and services to the Park Premises, to include field lighting and irrigation.

4. RESPONSIBILITIES OF THE COUNTY.

   4.1 MAINTENANCE OF THE FIELDS. Except as provided in Section 5.1, the County shall be responsible for all ground maintenance to the athletic fields. The County shall be the sole judge as to whether the conditions of a field are playable. The County shall provide all supplies the Sport Provider needs to perform its daily maintenance on the fields. The County retains the right to make modifications and repairs to grounds and any facilities located on the Park Premises and to close the Park Premises as the County deems necessary during the Term of this License Agreement. The County will provide a list of fields on the Park Premises that are not available for use by the Sport Provider at the beginning of each season so that the Sport Provider does not schedule use on these fields.

   4.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The County may, in its sole discretion, reimburse the Sport Provider for background screening costs, subject to annual appropriation of funds.

   4.3 GENERAL MAINTENANCE. The County is responsible for cleaning buildings on the Park Premises and the removal of trash collected on the Park Premises on a daily schedule.

   4.4 CONCESSIONS. The County shall provide a clean concession area along with keys to the concession to the Sport Provider at the beginning of the season.

4.5 REAL PROPERTY. All buildings and structures constructed or placed on the Park Premises are and shall remain the property of the County. The County will be responsible for all general repairs and upkeep of the facilities located within the Park Premises. This License Agreement shall not be construed as conveying any interest in real property, including to the Park Premises.

4.6 SECURITY. The County shall pay the monthly maintenance costs for the security alarm system at the concession area and repair costs to the alarm system.

5. RESPONSIBILITIES OF THE SPORT PROVIDER.

5.1 MAINTENANCE OF THE FIELDS. During the soccer season, for soccer -related usage, the Sport Provider is responsible for lining the in-fields and dragging the in-fields between games. During other sports seasons, the County is responsible for lining the fields.

5.2 BACKGROUND SCREENING. The Sport Provider is solely responsible for compliance with the background screening requirements of Section 943.0438, Florida Statutes, as may be amended from time to time, and any applicable County policy. The Sport Provider shall ensure that all coaches, volunteers, and other individuals required to undergo background screening have completed the required screening prior to participating in any activities on the Park Premises. The Sport Provider shall maintain documentation of completed screenings and make such documentation available to the County upon request.

5.3 COUNTY INVENTORY. The Sport Provider shall have the use of personal property owned by the County as may be located on the Park Premises. The Sport Provider agrees to exercise general supervision and responsibility for the proper use and care of all personal property located at the Park Premises, which is specifically for the use and convenience of all public users of County facilities.

5.4 OPERATIONAL CONTROL. During all scheduled practices and games, Bold and Gold shall have exclusive operational control of the Park Premises. Operational control includes the authority to establish and enforce Bold and Gold's rules, policies, and standards governing all aspects of use of the Park Premises during scheduled use, which shall apply in lieu of any more permissive public use standards otherwise applicable to the Park Premises. Operational control under this subsection is limited to the period of scheduled use and does not affect the County's ownership of, or rights in, the Park Premises.

5.5 OPERATING TIMES. The Park Premises operating hours on Sunday through Thursday are 6:00 A.M. to 10:00 P.M. On Friday and Saturday, the Park Premises operating hours are 6:00 A.M. to 11:00 P.M. The Sport Provider is responsible for ensuring that all Bold and Gold activities are over and everyone has left the Park Premises by the time the end of the operating hours.

5.6 CONCESSION BUILDING. The Sport Provider has the right to utilize concession facilities on the Park Premises during its given season. If utilized, it is the Sport Provider's responsibility to clean the concession facilities after every day of use and to deposit all trash in the dumpsters on the Park Premises. All items that can be deposited in the recycle dumpster shall be broken down and put into the correct section. All

outside equipment is to be stored in the concession building at the end of each day. At the end of the season the Sport Provider is responsible for cleaning the concession facilities, removing all products from the building, and turning over all keys to the County within fifteen (15) days. In addition, the Sport Provider may negotiate profit-sharing agreements with a vendor to set up outside of the concession building. Any such agreements require advance, final written approval by the County. If the Sport Provider does not elect to operate concessions on the Park Premises, the County has the authority to negotiate a contract with another vendor or service organizations to operate the concessions during the Sport Provider's use of the Park Premises. The County reserves the right to restrict items for sale on the Park Premises.

5.7 PERSONAL PROPERTY. The Sport Provider shall be responsible for all personal property of the Sport Provider that is brought or stored on the Park Premises. The County shall not be responsible for the loss, theft, or destruction of any personal property of the Sport Provider or any third party.

5.8 GENERAL MAINTENANCE. The Sport Provider and its volunteers are responsible for litter control during and at the close of Bold and Gold events.

5.9 VOLUNTEERS. It is the responsibility of the Sport Provider to provider volunteers to coach, officiate, work the concession, and any other jobs that require manpower during their season. All such volunteers are required to have background screening (See Section 5.2).

5.10 AUXILIARY FACILITIES. Any temporary auxiliary facility approved by the County and constructed by the Sport Provider on Park Premises (such as, but not limited to, batting cages, pitching areas, and soft toss) must comply with County standards, and are the responsibility of the Sport Provider to maintain in a safe and quality condition. County standards include: netting secured and without holes; interior ground kept free of debris; and routinely mowed and edged by the Sport Provider. At the end of the season, all auxiliary facilities shall be removed and stored by the Sport Provider.

5.11 SCHEDULING. It is the responsibility of the Sport Provider to provide the County a schedule of all practices, games, and tournaments prior to the start of the season for which a reservation of Park Premises is requested to be reserved. All tournament schedules shall be given to the County at least two (2) weeks prior to the date of the tournaments. Along with the schedule, any special requests requiring set-up/preparation shall be submitted to the County at least two (2) weeks prior to the date of a tournament.

5.12 REMODELING. The Sport Provider agrees not to remodel or install any permanent fixtures or additions on the Park Premises or any appurtenance thereto or otherwise improve any buildings, grounds, or other property owned by the County without the County's express, written approval.

5.13 ADVERTISING DISPLAYS. The Sport Provider shall not post advertising displays unless prior written approval is obtained from the County. All advertising must be made out of cloth or vinyl materials and have openings to allow wind to go through the sign. All advertising will be removed within fifteen (15) days after the end of the season. Only sponsorship advertising shall be considered by the County.

5.14 PARTICIPATION FEES. The Sport Provider agrees, in a manner approved by the County, to collect participation fees and to keep records of such transactions. The Sport Provider shall provide scholarships and discounts to those families of low income. All collection of fees is subject to County audit.

5.15 CONDUCT. The Sport Provider shall operate under the provisions of this License Agreement in such a manner that conforms with all Florida Statutes and County policies, rules, regulations, and ordinances. The Sport Provider shall give reasonable assistance in ensuring that public use of the Park Premises and adjacent grounds conforms to County policies, rules, regulations, and ordinances and Florida Statutes, and the Sport Provider agrees to enforce all such requirements covering the conduct of the public in the course of its use of the Park Premises. Further, the Sport Provider agrees to adopt and adhere to recommendations of programs designed to teach and enforce sportsmanship, to the satisfaction of the County.

6. GRANT OF LICENSE. Subject to Section 20, the County agrees to grant and does hereby grant to the Sport Provider under this License Agreement the exclusive right, privilege, and obligation to manage the youth soccer program on the Park Premises for the period of this License Agreement. These operations shall be managed in a manner to provide for the attraction, convenience, and recreation of the public to the satisfaction of the County. The Parties shall meet at least once each calendar year during the term of this License Agreement in order to review the provisions of this Section.

7. RULES AND REGULATIONS. The Sport Provider shall observe the Leon County Code of Laws, specifically including Chapter 13, and all County policies, rules, and regulations regarding the use of the Park Premises which are currently in place, or which may be hereinafter created or amended, from time to time, by the County.

8. ASSIGNMENT. The Sport Provider agrees to neither transfer nor assign this License Agreement or to sublet the Park Premises without the prior written consent of the County.

9. NON-DISCRIMINATION. The Sport Provider will ensure compliance with all federal, state, and local anti-discrimination laws in the course of its use of the Park Premises during the Term of this License Agreement.

10. NO AGENCY. It is mutually understood and agreed that the Sport Provider is associated with the County only for the purposes and to the extent specified in this License Agreement. Nothing contained in this License Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the County whatsoever with respect to the indebtedness, liabilities, and obligations of Sport Provider or any other party. Neither the Sport Provider nor its volunteers or representatives shall be considered employees, agents, or representatives of the County.

11. SOVEREIGN IMMUNITY. Nothing herein shall be construed as a waiver of any rights and privileges afforded the County under Section 768.28, Florida Statutes. No provision or language in this License Agreement shall be construed or interpreted to increase the scope or dollar limit of the County's liability beyond that which is set forth in Section 768.28, Florida Statutes.

12. LIABILITY INSURANCE. The Sport Provider 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 Sport Provider, its agents, representatives, employees or subcontractors. The cost of such insurance shall be borne by the Sport Provider.

a. Minimum Limits of Insurance. Sport Provider shall maintain limits no less than:

1. General Liability: The Sport Provider shall provide commercial general liability insurance coverage with combined single limits for bodily injury, personal injury, and property damage of no less than $1,000,000 per occurrence and a $2,000,000 annual aggregate.

2. Physical Abuse, Sexual Misconduct and Sexual Molestation Liability: Sport Provider having events/programs on Leon County property, which involve minors or vulnerable participants shall provide evidence of coverage in an amount not less than $1,000,000 per occurrence with a $2,000,000 aggregate.

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).

i. 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 Sport Provider, including the insured's general supervision of the Sport Provider; products and completed operations of the Sport Provider; premises owned, occupied or used by the Sport Provider; or automobiles owned, leased, hired or borrowed by the Sport Provider. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

ii. The Sport Provider'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 Sport Provider's insurance and shall not contribute with it.

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

iv. The Sport Provider'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. The Sport Provider 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 the Sport Provider may utilize County Park premises. 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 Sport Provider's use of County Park premises. 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.

1. 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.

13. INDEMNIFICATION. The Sport Provider agrees to indemnify, defend, and hold harmless the County, its officials, officers, employees, and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Sport Provider, its volunteers, employees, or agents, arising out of or under this License Agreement or the Sport Provider's operation of the Park Premises, including reasonable attorney's fees. The County may, at its sole option, defend itself or require the Sport Provider to provide the defense.

14. DAMAGE OR DESTRUCTION TO PARK PREMISES. The County shall not be liable or responsible to the Sport Provider, its agents, contractors, customers, employees, invitees, licensees, servants, volunteers, or visitors for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, court order, requisition or order of governmental body or authority, other than the County, or any cause beyond the County's control or for any damage, inconvenience, or loss of use of the Park Premises, which may arise through repair or alteration of any other part of the Park Premises, that is consistent with this License Agreement, and is not responsible for repair or restoration of the Park Premises.

15. DAMAGE TO PARK PREMISES CAUSED BY SPORT PROVIDER. If the Park Premises or any other portion of the Park Premises are damaged by fire or other casualty resulting from the fault, negligence, or intentional act of the Sport Provider, its agents, representatives, employees, volunteers, participants, and/or contractors and subcontractors, the Sport Provider shall be liable to the County for the cost of repair and restoration of resultant damage to the Park Premises.

16. ATTESTATION OF NO COERCION. The Sport Provider agrees to comply with the requirements of Section 787.06(14), Florida Statutes (2026), and agrees to execute the Affidavit attached hereto as Attachment 2.

17. SEVERABILITY. The provisions of this License Agreement are severable. In the event any section or paragraph of this License Agreement is declared illegal or unenforceable, the remainder of the License Agreement shall remain in effect and binding upon the Parties.

18. INCORPORATION OF PRIOR AGREEMENTS; MODIFICATIONS. This License Agreement is the only agreement between the Parties pertaining to the use of the Park Premises and no other agreements either oral or otherwise are effective unless embodied herein. All amendments to this License Agreement shall be in writing and signed by both Parties. Any other attempted amendment shall be void.

19. TERMINATION.

19.1 Termination for Cause. The County may immediately terminate this License Agreement without prior written notice for: (i) the Sport Provider's noncompliance with any federal, state, or local laws or regulations, or any County Policy; (ii) noncompliance with any of the terms and conditions of this License Agreement; or (iii) the Sport Provider's abandonment of the Park Premises or failure to otherwise exercise the privileges granted by this License Agreement, the final determination of which is reserved to the County at its sole discretion. To the extent the basis for termination can be corrected, prior to the County's termination of this License Agreement, the County shall provide the Sport Provider written notice setting forth the reason for such termination and a period of time, not to exceed five (5) calendar days, within which the Sport Provider may complete corrective action deemed necessary by the County to prevent such termination.

19.2 Mutual Termination. This License Agreement may be terminated prior to expiration by either Party upon thirty (30) days written notice to the other Party.

19.3 Termination without Cause. The County may terminate this License Agreement for any reason, including any reason deemed by the County to be in the public interest or any determination by the County that the Sport Provider's use of the Park Premises interferes with the County's current or future use of the Park Locations identified in Attachment 1, by delivering written notice to the Sport Provider of the County's intent to terminate. Such termination shall not be effective until thirty (30) calendar days after the County's delivery of written notice of intent to terminate.

19.4 Removal of Personal Property. Upon termination of this License Agreement for any reason, the Sport Provider shall have thirty (30) calendar days from the effective date of termination to remove all personal property from the Park Premises. The loss of any privileges granted by this License Agreement resulting from termination by the County shall not be compensable to the Sport Provider.

20. GOVERNING LAW AND VENUE. This License Agreement shall be governed by the laws of the State of Florida. Venue for any legal proceeding arising from this License Agreement shall be the Second Judicial Circuit, in and for Leon County, Florida unless otherwise agreed upon by the Parties.

21. NOTICES AND PAYMENT. Any notice or document, and payment of rent, required or permitted to be delivered by the terms of this License Agreement, shall be delivered as follows by any of the following acceptable forms:

21.1 by hand delivery;

21.2 by certified mail, return receipt requested; or

21.3 by guaranteed overnight delivery service.

21.4 Notices to Sport Provider shall be delivered to:

Bold and Gold Sports International
Attn: Jean Juene
5520 Hampton Woods Way
Tallahassee, Florida 32305

21.5 Notices to the County shall be delivered to:

Leon County Division of Parks and Recreation
Attn: Director
1907 South Monroe Street
Tallahassee, Florida 32301

With a copy delivered to:
Leon County Attorney's Office
Leon County Courthouse
301 S. Monroe Street, Suite 202
Tallahassee, FL 32301, and

County Administrator
Leon County Courthouse
301 South Monroe Street, Suite 502
Tallahassee, Florida 32301

21.6 All notices shall be effective upon delivery or attempted delivery during regular business hours. Either party may change its notice address upon written notice to the other party, given in accordance herewith by an authorized officer or agent.

22. COMPLIANCE WITH STATE LAW. Section 125.595, Florida Statutes, effective January 1, 2027, prohibits the County from taking any official action relating to diversity, equity, and inclusion, as the applicable terms are defined and the prohibited conduct is described in the statute. The Parties to this Agreement acknowledge and agree that no obligation or responsibility of either Party under this Agreement constitutes or shall result in any violation of Section 125.595, Florida Statutes, by the County. Notwithstanding Section 19 of this Agreement, the Parties acknowledge and agree that the County may terminate this Agreement immediately upon the County's determination that a violation of Section 125.595, Florida Statutes, has or may occur, notice of which termination shall be provided in accordance with Section 21 of this Agreement.

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

LEON COUNTY, FLORIDA

By:_____

Vincent S. Long, County Administrator

Date:_____

Bold and Gold Sports International, Inc.

By:_____

Jean Juene, President

Date:_____

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

By: _____

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

By: _____

LICENSE AGREEMENT ATHLETIC FIELDS
ATTACHMENT 1

Park Locations:

Apalachee Regional Park

7550 Apalachee Parkway
4 Multi-purpose fields (lighted)
Restroom and concession facility

Fred George Park

3043 Capital Circle Northwest
l Regulation size baseball field (lighted)
l Multipurpose field (lighted)
Restroom and concession facility

J. Lewis Hall Sr., Woodville Park

1492 J. Lewis Hall Sr. Lane
1 Regulation size baseball field (lighted)
1 Softball field (lighted)
1 Multi-purpose field (lighted)
Restroom and concession facility

Tower Road Park

5971 Tower Road
1 Multi-purpose field (lighted)
Restroom and concession facility

AFFIDAVIT IN COMPLIANCE WITH ANTI HUMAN TRAFFICKING LAWS
ATTACHMENT 2

In accordance with Section 787.06(14), Florida Statutes (2026), 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:_____

Title:_____

Entity:_____

STATE OF _____

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of [____] physical presence or [____] online notarization, this _____day of _____, 20_____, by _____ (Affiant's Name).

Board of County Commissioners
Leon County, Florida

Policy No. 11-4

Title:	Background Checks for Sports ~~Programs'~~ Providers' Athletic Coaches
Date Adopted:	~~June 14, 2011~~ October 13, 2026
Effective Date:	~~June 14, 2011~~ October 14, 2026
Reference Sec.	N/A
Policy Superseded:	N/A

It shall be the Policy of the Board of County Commissioners of Leon County, Florida that ~~a new p~~Policy No. 11-4, "Background Checks for Sports ~~Programs~~ Providers' Athletic Coaches," is hereby ~~adopted~~ amended, and a new policy is adopted in its place, to wit:

Whereas the safety of Leon County youth in sanctioned sports programs is paramount, Leon County shall require Level 2 background checks on athletic coaches as defined by Section 943.0428, Florida Statutes, as amended from time to time, ~~all individuals coaching, volunteering, or working for any sanctioned sports program of the County~~ for Sports Providers on County property, in compliance with Section 943.0438, Florida Statutes. These checks include fingerprinting and statewide and national criminal history checks through the Florida Department of Law Enforcement and the Federal Bureau of Investigation, to ensure that individuals working with youth sports programs are free of disqualifying offenses.

Incorporated herein are the Procedures for the "Background Checks for Sports ~~Programs'~~ Providers' Athletic Coaches."

Background Checks for Sports ~~Programs'~~ Providers' Athletic Coaches~~, Volunteers and Hired Workers~~
15.19
Policy No. 11-4

Procedures for Background Checks for Sports Programs

1. "Sport Provider(s)" means a private, nongovernmental entity that organizes, operates, or coordinated a youth athletic team in this state, if the team includes one or more minors, and utilized County-owned park facilities.

2. "Athletic Coach" has the same meaning as defined by Section 943.0428, Florida Statutes, as amended from time to time.

~~1.~~3. Background check ~~forms~~ instructions will be provided to all League Presidents of a Sport Provider by the Division of Parks and Recreation staff, no later than 60 days prior to the start of the associated sports season.

4. To conduct Level 2 background screenings for athletic coaches working with youth, Sports Providers must register with the Florida Department of Law Enforcement (FDLE) through the Agency for Health Care Administration's (AHCA) Care Provider Background Screening Clearinghouse. Once approved, the organization will receive an Originating Agency Identifier (ORI) or OCA number, which is required for fingerprinting.

~~2.~~5. All ~~individuals coaching, volunteering, or working~~ athletic coaches will be required to complete a form annually~~, regardless of whether they have previously passed a Leon County background check~~. If an individual has already completed a Level 2 background check, that individual will not be required to undergo an additional Level 2 background check for five years.

6. Results of the background checks will be reviewed by FDLE and the Volunteer and Employee Criminal History System (VECHS), and will be sent directly to the Sports Provider.

~~2. League Presidents will have 30 days to distribute and return all forms to the County's Division of Parks and Recreation, and must certify that all forms have been returned. If forms are not returned within the designated period, the League will not be eligible to play in the upcoming season.~~

~~4. The Division of Parks and Recreation will submit all forms to Risk Management for processing.~~

~~5. Risk Management will utilize a third party administrator to conduct the background checks, which shall be returned within five business days.~~

~~6. Results of the background checks will be reviewed by Risk Management and a final determination as to whether a particular individual could participate will be made.~~

~~7. To reach a determination, the following factors, among others, will be considered in assigning weight and significance to prior conduct:~~

- ~~age at the time of conduct~~
- ~~how recent the conduct occurred~~

- ~~reliability of the information concerning the conduct~~
- ~~seriousness of the conduct~~
- ~~any known factors underlying the conduct~~
- ~~cumulative effect of the conduct~~
- ~~any evidence of rehabilitation, and~~
- ~~materiality of an omissions or misrepresentations~~

~~Further, in no instance will a registered sex offender, or a person convicted of child abuse or child neglect, be eligible to participate in any County sports programs.~~

~~8. The Director of the Division of Parks and Recreation will be notified of said determinations by receiving lists of eligible and ineligible persons.~~

~~9. The Director of Parks and Recreation will notify League Presidents no later than 10 days prior to the start of the season as to eligible and ineligible persons.~~

~~10.~~7. League Presidents will be responsible for notifying ineligible persons and ensuring that they do not participate in any manner. The Director of Parks and Recreation shall be advised, in writing, once the notification has occurred.

~~11.~~8. In the event additional athletic coaches, volunteers, or workers must be added during the sports season, the ~~League President~~ Sports Provider is responsible for ~~submitting the necessary forms to the Division of Parks and Recreation for conducting a County background check~~ ensuring that those athletic coaches or volunteers comply with applicable Level 2 background check requirements, prior to the commencement of the individual's participation.

Failure to comply with these procedures and this Policy shall render the offending ~~League~~ Sports Provider ineligible to ~~participate in the County's sports program~~ utilize County facilities.

Revised October 13, 2026

Board of County Commissioners
Leon County, Florida

Policy No. 06-1

Title:	Use and Scheduling of Parks & Recreation Facilities
Date Adopted:	~~December 9, 2025~~ October 13, 2026
Effective Date:	~~December 9, 2025~~ October 13, 2026
Reference:	N/A
Policy Superseded:	Policy No. 79-8, "County Community Service Facility," adopted September 25, 1979; Policy No. 92-10 amended October 27, 1992; Policy No. 94-3, amended April 26, 1994; and Policy No. 02-6, "County Community Service Facilities," adopted July 9, 2002; Policy No. 06-1, "Use and Scheduling of Parks and Recreation Facilities, adopted January 10, 2006; amended February 26, 2008; January 19, 2010; October 11, 2011; January 21, 2014; July 12, 2016; May 21, 2020, ~~and~~ November 18, 2025, and December 9, 2025

It shall be the policy of the Board of County Commissioner of Leon County, Florida, that Policy No. 06-1, "Use and Scheduling of Parks & Recreations Facilities" amended on ~~November 18, 2025~~ December 9, 2025, is hereby further amended, and a revised policy is hereby adopted in its place, to wit:

It shall be the Policy of the Board of County Commissioners of Leon County, Florida that:

1. Purpose

1.1 The purpose of this policy is to assure that the Parks & Recreation Division facilities are utilized for recreational, athletic, cultural, educational, social, civic, fraternal, governmental, religious, political, charitable, and community service functions that meet the needs and interests of the community, as well as set clear policies, procedures, and rental fees regarding such uses.

1.2 Exclusive use of any facility requires an advance reservation and is subject to rental fees, security deposits, and staffing fees (set up and take down). Some facilities may not be reserved for exclusive use.

2. Authority

2.1 The Division of Parks & Recreation is responsible for developing, communicating, and monitoring policies, procedures, and standards for the use and scheduling of Parks & Recreation facilities.

2.2 The County Administrator, or designee, is delegated the authority to approve, execute, or modify agreements for approved Special Events, County Co-sponsored, and County Sponsored Events, subject to approval by the County Attorney. This delegation does not apply to any commodities, goods, or services valued in excess of $250,000.

3. Facilities Available

3.1 The Parks & Recreation Division makes available for rent buildings, rooms, community centers, picnic shelters, campsites, open space, boat ramps, and athletic fields. Times and dates available are at the discretion of the division.

4. Reservations

4.1 Reservations shall be made for community centers no more than 365 days and no less than fourteen (14) calendar days prior to the date(s) of use. Reservations for pavilion rentals can be made no more than 365 days and no less than two (2) calendar days prior to the dates(s) of use. Reservations are guaranteed after all necessary forms and payments are received and approved at the Parks & Recreation Division administrative office located at 1907 S. Monroe St., Tallahassee, FL 32301.

Group activities or special events that involve 50+ people attending or participating may require a permit from the Division of Parks & Recreation for use of any park or recreation facility or site. The applicant should submit such permit request no later than 30 days prior to the event. Events involving 100+ people or additional preparation by park personnel must be submitted 60 days prior to the proposed special event date.

4.2 All applicants must be at least 18 years of age or older and must provide proof of residency in Leon County for priority consideration.

4.3 The Parks and Recreation Division reserves the right to set aside certain dates for functions sponsored in part or by Leon County.

5. Fees

5.1 Full rental fees, security deposits, staffing fees, and permit applications are due at the time the reservation is submitted.

5.2 Payment by check, cash, credit card, or money order is required for the building and staff fees.

5.3 A security deposit shall be required for any damage/clean-up expense. The deposit will be returned if no damage occurs and the facility is clean after use. The Parks & Recreation Division reserves the right to bill the applicant for additional expenses relating to, but not limited to, janitorial services, maintenance/repair services, staff time, or emergency services that were required because of the use.

5.4 Checks or money orders must be made payable to Leon County, Florida.

5.5 Applicants shall forfeit the rental opportunity if the checks are not honored by the bank. Any future requests will require fees paid by cash or money order only. Applicant will be responsible for bank service fee.

5.6 The Parks & Recreation Division may require additional staff for rentals where attendance is expected to exceed 50 people. An off-duty sheriff deputy/deputies may also be required at the applicants expense.

5.7 The Parks & Recreation Division may require two division representatives for any teen event if the attendance exceeds 50 people. If attendance is greater than 50 people the applicant must hire one off-duty Leon County Sheriff deputy for each additional 50 people. In addition, the applicant must provide adequate adult supervision at all times. (Refer to Section 7.14). All teen events that occur after 6:00 p.m. may require a deputy.

5.8 Request for a waiver of the user fee for non-profit organizations that would like to collaborate with Leon County must be made in writing at the time of rental request. Included in the request shall be the purpose of the rental activities to be conducted as well as a brief description of the organization, purpose, goals, and pertinent information including the 501 (c) (3) determination letters from the IRS along with the Department of Revenue Consumers Certificate of Exemption.

Request for a waiver by groups providing education opportunities for citizens and those providing programs for County senior citizens, must be made in writing at the time of rental request. Included in the request shall be the purpose of the rental activities to be conducted as well as a brief description of the purpose, goals, and if the citizens are paying a fee for this activity.

Fee waivers for tutoring programs for K-12 students will be limited to three days per week on a recurring basis. Additional slots for expanded days during peak test times such as FACT testing, and mid-term or final exams will be considered based solely on availability and the waiver could apply. Any additional days on a recurring basis, outside of the three days and exam periods will otherwise incur the regular rental fee of the Center. Tutoring Programs will also be restricted to only one four-hour time slot.

Based on the information provided, the Director of the Division of Parks & Recreation will make a determination of the eligibility of a waiver.

5.9 All fees for County charges will be established by Resolution of the Leon County Board of County Commissioners.

5.10 Additional fees may be charged by the County or City for services provided above normal service level (Examples are the permit fees that may be charged by the City or County).

6. Cancellations

6.1 Cancellations must be made in writing and received by the Parks & Recreation Division at least seven days in advance of the use date in order to receive a refund. If notice is not received before the seven-day period, the rental fee is

forfeited. However, security deposits and staff set up and take down fees will be refunded. The receipt must be presented for refund to be processed.

The refund will be mailed in approximately four to six weeks. Refund checks will be made out to the entity whose name appears on the payment check and mailed to the address shown on the rental agreement.

7. General Rules and Regulations

7.1 Use of the facility is guaranteed for the period specified in the permit, use beyond that period is neither expressly nor implicitly granted. Event set-up and take down must be included in the rental period.

7.2 The minimum rental period for a building or room use is ½ day (4 hours).

7.3 Building capacities are based on fire safety codes and are not to be exceeded for any reason.

7.4 Facilities are to be left in the same conditions as before use. Chairs, tables, and other furnishings are to be returned to their designated storage place. Floors are to be swept and cleaned if necessary and trashcans are to be emptied. All decorations, fasteners, and other items brought into the facility are to be removed and disposed of properly. Decorations that mar surfaces are not permitted.

7.5 Leon County signs, forms, and other materials are not to be removed or altered unless authorized by the division representative in charge.

7.6 The Leon County Parks & Recreation Division will not be responsible for providing or supervising any specialized equipment such as cooking equipment, storage, sound reproduction or amplification equipment, stages, platforms, special lighting equipment, film projecting apparatus, power extension cords, or any other specialized equipment. The division representative in charge may disallow the use of specialized equipment for safety reasons or to ensure division policy is followed.

7.7 The number of tables and chairs provided are limited to the number on site and available. Any additional tables and chairs are the responsibility of the applicant.

7.8 The Leon County Parks & Recreation Division shall not be held responsible for loss or injury incurred in the use of any facility if said loss or injury is a result of circumstances beyond the control of Leon County or its officers or agents. It is incumbent upon the user to ensure that all normal safety practices are observed. Dangerous undertakings are strictly prohibited. All accidents or injuries must be reported to a Division representative immediately.

7.9 It is not the purpose of the County to make the parks and recreation facilities available to any person, group of persons, or organizations for personal gain or private profit without an explicit public purpose or benefit to community welfare.

Non-profits and school events may be allowed to collect admission fees for approved Special Events (Section 11) to offset costs associated with conducting the event. Admission fees will be approved by the Director of the Division of Parks & Recreation as part of the Special Event Application approval.

7.10 The division representative that may be present during the use period shall ensure the facility is open on time, clean and orderly, and the facility is used safely and properly. In no way is the division representative an employee or agent of the applicant.

7.11 Fireworks and alcoholic beverages are not permitted on Leon County Parks & Recreation Division managed property, except upon prior written approval of the County Administrator, or designee. Tobacco products are not permitted inside Parks & Recreation Division facilities.

7.12 Vending of any merchandise or food is not permitted without prior written authorization of the County Administrator, or designee.

7.13 No fires are allowed except in provided barbeque grills and pits.

7.14 Individual minors or groups of minors must be properly supervised by adults when using park facilities. Groups composed of minors, including teen events, must be supervised by one (1) adult for each fifteen (15) minors throughout the rental period.

7.15 Any person or group in violation of the established rules and regulations, established laws, or constituting a public nuisance, may be required to leave the facility and premises. In addition, the Parks & Recreation Division representative may cancel the rental and deny any future rentals (Refer to Section 8.6).

7.16 Applicants' reserved areas are those specifically designated in the permit. Other buildings, rooms, athletic fields, courts may be scheduled by other participants or remain open to the general public.

7.17 Permits/reservations cannot be transferred, assigned, or sub-let to any other group or organization for any reason.

7.18 Animals, except service animals, are not allowed in Parks & Recreation Division buildings.

7.19 The applicant is responsible for all actions, behavior, and damages caused by his/her guests/attendees.

7.20 Structures that require installation of poles, wires, wood supports, etc., must have prior approved by the Division Director or his representative.

7.21 It is recommended that the applicant or its designee occupy picnic shelters by 11:00 a.m. the day of the rental.

8. Denial of Rental

The Parks & Recreation Division reserves the right to deny use of facilities based on any the following criteria:

8.1 The facility is not available for the requested date and time. This would include events that conflict with Parks & Recreation Division events, conflicts with County government or related business, or if the facility is already rented.

8.2 Uses deemed potentially damaging to the facility.

8.3 There are simultaneous non-compatible uses of adjacent facilities.

8.4 The proposed activity violates Federal, State, or Local Laws.

8.5 Potential noise or sound levels deemed to be disruptive and offensive to surrounding neighborhoods and to the comfort of guest or facility visitors.

8.6 Individuals or groups that have demonstrated in previous rentals with the Parks & Recreation Division or other entities not to be in the best interest of Leon County. This may include but not limited to, non-payment, improper use, damage, failure to adequately control participants or spectators, breach of contract, non-compliance of rules, or inaccurate information provided on the application.

8.7 Activities that, due to traffic or congestion, would cause access problems for scheduled events or the surrounding community.

8.8 Activities that are offensive to the accepted community standards.

8.9 Activities that are discriminatory in nature in matters such as sex, race, religion, creed, color, or national origin.

8.10 Activities that are incompatible with Leon County mission to provide for the health, safety, and welfare of the public.

8.11 In lieu of denial of rental application, the Parks and Recreation Division may require additional permitting or security of individuals or groups whose prior rental of County facilities has resulted in documented traffic congestion, damage to facility, non-compliance with County rules and policies, or complaints of noise or offensive behavior.

8.12 Prior violations of Rules and Regulations or Policies will be cause for denial of rentals.

9. Use of facilities by Leon County employees

9.1 Employees and employee organizations shall be permitted to use County facilities on the same basis, and subject to the same conditions that apply to the general public. However, such use shall be limited to the extent that it does not conflict with the best interest of the County, and that the facility is not required for the use of the County, government, or other related businesses.

10. Request to use Parks & Recreation Facilities by Private Organizations on a regular basis

10.1 The purpose of this section is to provide the requirements for organizations that want to use facilities for reoccurring events.

10.2 Upon request by a private organization, the Parks & Recreation Division will verify the availability of the facility.

10.3 The Parks & Recreation Division will provide the representative with a Licensing Agreement. Upon completion of the Agreement, it will be submitted to the Parks & Recreation Director at 1907 S. Monroe St., Tallahassee, FL 32301. A copy of the organization's 501 (c) (3), Internal Revenue Service status letter, or Florida Department of Revenue tax certificate needs to be included. All groups may be required to pay building rental fees.

10.4 Once approval or denial is given, a Licensing Agreement or Letter of Denial is sent to the organization with a copy to the Community Center Supervisor.

10.5 If approval is given, the organization makes all arrangements with the Community Center Supervisor for use of the facility. A copy of the organization's Tax Exempt form needs to accompany each payment or be on file if taxes have been waived.

10.6 A private organization is allowed to use the facility on a regular basis for 12 months with no more than two six-month extensions~~.~~ except that a nonprofit or not-for-profit organization may use the facility(ies) for the term and renewal options set forth in a written agreement with the County, including but not limited to a license agreement.

10.7 The Parks & Recreation Division reserves the right to deny the usage of a facility, based on Section 8.

10.8 Organizations are not allowed to store equipment/items at the facilities.

10.9 Organizations are not allowed to decorate facility with their literature.

10.10 The Parks & Recreation Division reserves the right to cancel the Licensing Agreement at any time due to non-payment, non-compliance with rules and regulations, or misuse of the facility.

11. Special Events

11.1 Definitions:

A. Special Event

A preplanned activity proposed to be held on Leon County park property for the purposes of entertainment, celebration, amusement, cultural recognition, arts and crafts displays, sports demonstrations and/or competitions, non-profit fundraisers, or similar activities that impact normal park operations and interfere with the use of the park by the general public, including activities that involve a caterer, vendor, party planner and/or specialized equipment. Special events may be hosted solely by outside organizations not affiliated with Leon County. The Director of Leon County Division of Parks & Recreation will determine the capacity of a site to determine if the event can be held at the site. This determination will be based on the size of the park and the type of park (i.e.: greenways, passive, active, community center).

B. Applicant

An organization or individual that is conducting/hosting the Special Event. The Special Event Form will be issued in the name of the Applicant, and the Applicant will be responsible for submission of required documentation and for all payments and damages provided herein. This Special Event Form cannot be transferred or sublet to another party. (Refer to Section 7.17)

C. Attendance

Includes event participants, spectators, volunteers, and/or event crew.

D. County Co-sponsored Special Event

A Special Event hosted in part by Leon County and other individuals and/or organizations.

E. County Sponsored Special Event

A Special Event hosted solely by Leon County.

F. Event Organizer

The individual that is considered the lead planner for the activity being proposed and will be the point of contact for the Parks & Recreation Division.

11.2 Policy Statement:

Leon County supports Special Events to enhance the quality of life for its citizens. Leon County recognizes that there may be many social, cultural, and financial benefits in hosting special events in the County. Such benefits include a better quality of life, economic growth, increased tourism, and recreation opportunities.

Recognizing the importance of Special Events, the County shall establish policies and procedures that will allow for the planning and management of personnel and financial resources in the support of such events conducted at County park facilities.

11.3 Special Event Fees:

Refer to Sections 5 and 6.

11.4 Special Event Procedures:

A. Persons and/or organizations planning to conduct a Special Event in a County Park must complete a Special Event Form and submit it to:

Leon County Parks & Recreation Division
1907 S. Monroe St.
Tallahassee, Florida 32301

B. Submission deadlines:

Refer to Section 4.1

C. A Site Map may be required depending on scope and size of event. It should include but may not be limited to placement of things such as:
   1. Barricade locations
   2. Vendor locations
   3. Portable restroom locations
   4. Trash receptacle locations
   5. Park roads requested for closure
   6. Tent locations, etc.
   7. Trail closures
   8. Off-site parking
   9. Handicap parking locations

D. Security Plan may be required depending on scope and size of event. Requirements will be determined in coordination with the park staff and the local law enforcement office. Event organizer may be required to hire off duty law enforcement officers in addition to other security that may be needed on site. Events that have over 500 people present will require approval by local law enforcement prior to proceeding with other event arrangements. This request must be submitted at least two weeks prior to the event.

E. Traffic flow plan may be required depending on scope and size of event. If so, include route for run/walk, entering and leaving the event, or any other request affecting the flow of traffic. At all times an open traffic lane must be maintained for emergency vehicles to enter and leave the area.

F. Application information will be used by staff to draft a Special Event Form for use of the park.

G. A certificate of liability insurance will be required naming Leon County as additional insured in an amount predicated on the anticipated attendance, as determined by Leon County Risk Management.

H. Trash receptacles will be provided by the Parks & Recreation Division for Special Events with anticipated attendance of less than 200. If anticipated attendance is 200 or more, the Applicant must arrange for additional receptacles and dumpster(s) and provide the Parks & Recreation Division with the name and phone number of the company providing the receptacles and dumpster(s), the date of delivery, and the date of removal. Indicate placement on the Site Map, so it can be approved by the Parks & Recreation Division.

I. The Applicant may be required to provide portable restrooms depending on scope and size of the Special Event as determined by the Parks & Recreation Division. Multi-day events will require daily cleaning service. Portable restrooms may be placed one day prior to the Special Event and must be removed from the site within 48 hours after the end of the Special Event. Applicant shall provide the name and phone number of the provider, the date of delivery and the date of removal. Indicate location on the Site Map.

J. The Applicant shall provide a Clean-up Plan to explain how Applicant will ensure that all debris will be properly disposed of, how all equipment brought in for the Special Event is to be removed, and how the park and/or facility will be restored to the same condition as it was prior to the Special Event.

K. Parking for the Special Event will be required to stay within the designated parking lots at the park or community facility. All other vehicles will have to be parked off site. The Applicant will be required to submit a plan showing the location of the off-site parking, permission letter from the owner to use the area, and describe how the users will be transported to and from the site of the event. All associated fees for parking must be paid by the applicant. A permit from the Department of Development Support & Environmental Management for off-site parking is required.

L. The Applicant will be responsible for all signage required for the Special Event.

M. The County Parks & Recreation Division will only perform additional maintenance to a site for a Special Event that complies with the "Best Management Practices" for maintaining the site for the use it was designed. Anything requested by the Applicant that does not conform to "Best Practices" as articulated in the Florida Forest Stewardship Management Plan will be denied.

N. The number of Special Events allowed at any one site may be limited by the County. Applicants may be required to combine their Special Event with other events to reduce the number of Special Events held per site.

O. The Applicant shall sign the Special Event Form and return it to the Parks & Recreation Division with payment of all fees and deposits within 14 days of its receipt. If not received during the 14-day period, the Parks & Recreation Division will cancel the Special Event reservation request. The insurance certificate confirming the required coverage is due a minimum of 14 days prior to the Special Event date. Failure to provide the above will result in the forfeiture of all pre-paid fees and the use of the park.

P. A damage deposit is required in addition to the regular event fee. The deposit amount shall be $100 or 25% of the fee, whichever is greater. If the reserved area is found to be in good condition following the event, the deposit will be refunded four - six weeks after the Special Event. If repairs are needed, the Applicant's deposit will be utilized to repair damage to park property resulting from the Special Event. In addition, the Applicant will also be responsible for the cost of any damage repair over and above the deposit amount.

Q. If the Applicant cancels in writing at least 30 days prior to the event, then fees and deposits paid can be applied to another event or will be refunded. If the Applicant cancels in writing 15 – 29 days prior to event, then the total deposit and one half of the fees can be applied to another event or refunded.

If notice is not received before the 14-day period, the rental fee is forfeited. However, security deposits and staff set up and take down fees will be refunded. The receipt must be presented for refund to be processed. The refund will be mailed in approximately four to six weeks. Refund checks will be made out to the entity whose name appears on the payment check and mailed to the address shown on the Special Event Form.

R. Applicant is required to obtain all permits, licenses, and certificates required by County, City, State, Federal, or other applicable regulatory agencies. Examples of these are the County Temporary Use Permit (Ordinance 10-6.804.A), and the City Tent Permit (Land Development Code Section 10-423).

S. Failure to abide by Parks & Recreation Division Rules and Regulations will result in forfeiture of the Applicant's deposit and may result in future event privileges being suspended.

T. Leon County EMS (LCEMS) shall review any request for events hosting 500 people or more. The determination for the need of any additional LCEMS resources beyond those available in the area will depend on the venue, temperature, type of event, remote location, ingress and egress in the area, potential helicopter landing zones, and other factors that could impact health and safety. A request for the need of additional LCEMS resources shall be provided at least two weeks in advance. A minimum of three hours of coverage is required for any event that needs coverage. The following will provide guidance for coverage, but could be altered, based on individual events. The number listed would be considered minimum staffing.

Number Attendees and Participants Combined	Personnel Required at Passive Attendee Event	Personnel Required at Active Attendee Event
500 – 5,000	2	3
5,000 – 10,000	3	4
10,000 – 15,000	4	6
15,000 – 25,000	5	8
25,000 – 35,000	6	10
35,000 – 50,000	8	12
50,000 – 65,000	9	15
65,000 – 80,000	11	18
80,000 – 95,000	13	20
95,000 – over	15 +	22 +

Note: LCEMS does not provide water rescue.

U. The Tallahassee Fire Department (TFD) shall review any request for events hosting 500 people or more. The determination for the need of any additional fire resources beyond those available in the area will depend on the venue, temperature, type of event, remote location, access and egress

in the area and other factors that could impact fire and life safety. Request for need of additional fire resources shall be provided to TFD at least two weeks in advance. A minimum of three hours of coverage is required for any event that is determined to need coverage.

11.5 Denial of Use

Refer to Section 8.

Revised ~~12/9/2025~~ 10/13/2026

Leon County
Board of County Commissioners

Notes for Agenda Item #12

Leon County Board of County Commissioners

Agenda Item #12

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Bid Award for the Old St. Augustine Road Sidewalk 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 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 St. Augustine Road Sidewalk Project to M of Tallahassee LLC, the lowest responsible and responsive bidder, in the amount of $837,111 (Attachment #1).

Fiscal Impact:

This item has a fiscal impact. The construction cost of $837,111 is fully funded by the Florida Department of Transportation (FDOT) through the Local Agency Program (LAP) Agreement approved by the Board on November 18, 2025, and requires no local match. The County is responsible for a portion of the Construction Engineering and Inspection (CEI) services, up to $210,131, as described in the Analysis section.

Staff Recommendation:

Option #1: Approve the bid award for the Old St. Augustine Road Sidewalk Project to M of Tallahassee LLC, the lowest responsible and responsive bidder, and authorize the County Administrator to execute the Agreement (Attachment #1), and any amendments, or associated agreements thereto, subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board approval to award the bid for the Old St. Augustine Road Sidewalk Project to M of Tallahassee LLC, the lowest responsible and responsive bidder, in the amount of $837,111 (Attachment #1).

The Old St. Augustine Road Sidewalk Project supports 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 Strategic Initiative aligns with the Board's Quality of Life Strategic Priority:

- *(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.*

Old St. Augustine Road is a critical corridor for pedestrian connectivity and safety in southeastern Leon County, linking residential neighborhoods, businesses, and other community destinations along a heavily traveled roadway — with an average of approximately 4,200 vehicles per day between Indian Head Drive and Capital Circle SE (Attachment #2). Given the traffic volumes on this corridor and existing sidewalk gaps, this Old St. Augustine Road Sidewalk Project will be constructed along two segments approaching the intersection of Blair Stone Road from opposite directions: From Winchester Lane (east of Blair Stone Road) and from Paul Russell Road (west of Blair Stone Road). In addition, as part of the Old St. Augustine Road and Blairstone Road Intersection Improvement project, a new sidewalk segment will be constructed through the intersection, extending from 540 feet west to 580 feet east of Blairstone Road. Completing all three segments will provide a continuous, uninterrupted pedestrian route.

Consistent with Board Policy No. 13-1, "Sidewalk Eligibility Criteria and Implementation," the project is designated as a Tier 1 Community Sidewalk Enhancement project, reflecting its high priority within Leon County's sidewalk program.

On January 27, 2025, construction funding for the Old St. Augustine Road Sidewalk Project was programmed for FDOT Fiscal Year 2026 through the Federal Urban Attributable Fund (FUAF). The Old St. Augustine Road Sidewalk Project will add two new sidewalk segments to improve pedestrian safety and connectivity along the corridor. The project includes:

- 2,050 feet of sidewalk along the south side of Old St. Augustine Road, from Winchester Lane to 540' west of intersection with Blairstone Road.
- 1,680 feet of sidewalk along the north side, from 580' east of Blairstone Road to Paul Russell Road.

The connection between the two segments, the sidewalk through the Blairstone Road intersection from 540 feet west to 580 feet east of Blairstone Road, will be completed by a separate, planned project: the Old St. Augustine Road and Blairstone Road Intersection Improvement project. The

County is seeking a $2 million state legislative line-item appropriation for construction of this project, as presented at the Board's September 22, 2026 Workshop on the 2027 State and Federal Legislative Priorities. The Intersection Improvement project will construct the sidewalk connection through the intersection and improve the intersection's turn-lane capacity, pedestrian facilities, traffic signal infrastructure, and stormwater drainage. Together, the two projects will provide a continuous, uninterrupted pedestrian route along the corridor.

The Old St. Augustine Road Sidewalk Project is part of the Capitol Region Transportation Planning Agency's (CRTPA) Bike-Ped Master Plan and is listed on the annual Bicycle and Pedestrian Project Priority List. CRTPA had been actively pursuing funding opportunities, and in late 2024, it was notified that funding had become available from FDOT through the FUAF program. In October 2025, FDOT informed Leon County of the requirement to enter into a LAP agreement to secure the funds.

On November 18, 2025, the Board approved a LAP Agreement under which FDOT will provide 100% of the project's construction costs, requiring no local match. Additional details regarding the project scope and implementation are provided in the Analysis section below.

Analysis:

The Invitation to Bid (ITB) for the Old St. Augustine Road Sidewalk Project (BC-2026-007), was advertised through the automated procurement system OpenGov Procurement and via Leon County public notice on June 18, 2026. A total of 88 ITB packages were requested, and the County received four bids on July 28, 2026 (Attachment #3). Because the project is federally funded through FDOT, staff submitted the recommended award to FDOT, which approved the award to M of Tallahassee LLC on September 8, 2026.

M of Tallahassee LLC submitted the lowest of four bids at $837,111 (Attachment #4). The bid sets a price for each type of work (such as each square foot of sidewalk, and linear foot of curb) based on the estimated amounts in the bid documents. As this agreement includes unit price components, the final contract value will be determined by the actual quantities of pay items completed and accepted.

FDOT is paying for construction under an agreement previously approved by the Board. The agreement provides up to $1,416,087 for construction, which is $578,976 more than the low bid. The County will pay the contractor, and FDOT will repay the County for the actual cost of construction. If the project needs more material than estimated, or if changes to the work become necessary during construction, FDOT will also repay those added costs once it approves them.

Throughout this project, staff has actively pursued additional federal funding from FDOT to reduce the County's share of project costs. The original LAP Agreement, executed by FDOT in April 2026, provided $1,416,087 in federal construction funds and did not include funding for Construction Engineering and Inspection (CEI) services, which cover the inspection and testing of the contractor's work during construction. That same month, Engineering Services staff requested additional funding from FDOT and secured $234,000 in federal CEI funding, which the Board approved through a LAP Supplemental Agreement on June 9, 2026, leaving a County share of $210,131. Since the lowest bid price indicates that construction will cost less than the available

funds, staff has requested that FDOT reallocate the anticipated construction savings to further reduce the County's CEI share. Upon FDOT's approval, the County Administrator will execute a LAP Agreement amendment, as authorized by the Board on June 9, 2026.

In summary, M of Tallahassee LLC submitted the lowest of four bids, FDOT has approved the award, and FDOT will repay the County for the cost of construction with no local match, and staff is pursuing the use of anticipated construction savings to further reduce the County's CEI costs. This item recommends Board approval of the bid award to M of Tallahassee LLC, and seeks authorization for the County Administrator to execute the Agreement (Attachment #1) for the Old St. Augustine Road Sidewalk Project. Following execution of the Agreement, construction shall commence within 14 days of the Contractor's receipt of the Notice to Proceed and shall be completed within 180 consecutive calendar days from the date construction commences. Construction is expected to start before the end of this calendar year and finish by summer 2027.

Options:

1. Approve the bid award for the Old St. Augustine Road Sidewalk Project to M of Tallahassee LLC, the lowest responsible and responsive bidder, and authorize the County Administrator to execute the Agreement (Attachment #1), and any amendments, or associated agreements thereto, subject to legal review and revision by the County Attorney.
2. Do not approve the bid award for the Old St. Augustine Road Sidewalk Project to M of Tallahassee LLC.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Draft Agreement for the Old St. Augustine Road Sidewalk Project with M of Tallahassee, LLC
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, hereinafter referred to as the ("County"), and **M OF TALLAHASSEE LLC** hereinafter referred to as the ("Contractor"), both collectively referred to as (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 the Old St. Augustine Road Sidewalk Project ("Project") as set forth in: 1) Bid# BC-2026-007, attached hereto and incorporated herein as Exhibit A; and 2) the Contractor's bid submission, attached hereto and incorporated herein as Exhibit B. If any provision 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.

In their discretion, the Parties may negotiate for any related products or Work not specifically addressed herein, provided that this Agreement does not create any enforceable obligations regarding such products and Work.

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 substantially completed within one hundred eighty (180) consecutive calendar days of the Notice to Proceed. If the Work to be performed under this Agreement is not substantially 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. Requests for time extensions will be processed as outlined in Section 8-7.3.2 of the Specifications Package (Attachment #2 of the ITB). 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 Specifications Package (Attachment #2 of the ITB).

Permitting the Contractor to continue and finish the Work or any part of it after the expiration of this Agreement time allowed, 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" as it applies to a notice requirement or other such deadline in this Agreement, 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 Lease, 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. Pay Requests - 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 (20) 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 forty-five (45) 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 200% 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 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 200% 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.

7. PROMPT PAYMENT INFORMATION REQUIREMENTS AND NOTICES

A. The County Project Manager is:

Name:	Chris Muehlemann
Street Address:	2280 Miccosukee Road
City, State, Zip Code:	Tallahassee, Fl 32308
Telephone:	850-606-1536
E-mail:	MuehlemannC@leoncountyfl.gov

B. The Contractor's Project Manager is:

Name:	Henry Mayfield
Street Address:	4223 Capital Circle NW
City, State, Zip Code:	Tallahassee, Fl 32303
Telephone:	850-562-8151
E-mail:	hmayfield@moftallahassee.net

C. Notices to the Contractor are to be submitted to:

Name:	Henry Mayfield
Street Address:	4223 Capital Circle NW
City, State, Zip Code:	Tallahassee, Fl 32303
Telephone:	850-562-8151
E-mail:	hmayfield@moftallahassee.net

D. Invoices are to be submitted to:

Name:	Chris Muehlemann
Street Address:	2280 Miccosukee Road
City, State, Zip Code:	Tallahassee, Fl 32308
Telephone:	850-606-1536
E-mail:	MuehlemannC@leoncountyfl.gov

E. Proper form for an invoice is:

For the purposes of this section, the term "Agent" shall refer to the Engineer when the County has engaged their professional services and to serve as an Agent for the Project. In those instances when no Agent has been retained for the Project, the County shall provide services as Agent with its own staff.

When the Contractor considers that the Work, or a portion thereof which the County agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Agent/County a comprehensive list of items to be completed or corrected prior to final payment. For contracts less than $10 million in value, the list must be developed within thirty (30) calendar days of substantial completion. For contracts more than $10 million

in value, the list must be developed within thirty (30) calendar days of substantial completion unless the Parties agree in writing to extend it up to forty-five (45) days. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Agreement documents.

Upon receipt of the Contractor's list, the Agent/County will make an inspection to determine whether the Work or designated portion is substantially complete. If the Agent/County's inspection discloses any Work item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Agreement documents so that the County can occupy or utilize the Work or designated portion thereof for its intended use, it shall be added to the list and the Contractor shall, before the issuance of the Certificate of Substantial Completion, complete or correct such Work item upon notification by the Agent/County. In such case, the Contractor shall then submit a request for another inspection by the Agent/County to determine substantial completion.

Upon completion or correction of all the Work items on the list, the Contractor may submit a payment request for all remaining retainage. The County may withhold up to 150% of the cost of any incomplete Work items.

F. Payment Dispute Resolution: Section 14.1 of the Leon County Purchasing Policy details the policy and procedures for payment disputes under this Agreement.

8. 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.

9. 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.

10. 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.

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.

11. PERMITS

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

12. LICENSES & REGISTRATIONS

The Contractor shall be responsible for obtaining and maintaining any 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).

13. 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.

14. 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.

15. 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. The Payment and Performance Bond shall be in the following form:

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.

16. INDEMNIFICATION

The Contractor shall indemnify and hold harmless the County, its officials, officers, employees and agents including but not limited to the Florida Department of Transportation from and against all claims, liabilities, damages, losses, costs, including, but not limited to, reasonable attorneys' fees, or suits of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Contractor, its delegates, employees and agents arising out of or under this Agreement.

The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that ten dollars ($10.00) of the 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.

It is understood that the Contractor's responsibility to indemnify and defend the County, its officials, officers and employees is limited to the Contractor's proportionate share of liability caused by the negligent acts or omissions of the Contractor, its delegates, agents, or employees.

Recipient agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, or subconsultants (each referred to as "Entity" for the purposes of the below indemnification)who perform work in connection with this Agreement:

> "To the extent provided by law, [ENTITY] shall indemnify, defend, and hold harmless the [RECIPIENT] and the State of Florida, Department of Transportation, including the Department's officers, agents, and employees, against any actions, claims, or damages arising out of, relating to, or resulting from negligent or wrongful act(s) of [ENTITY], or any of its officers, agents, or employees, acting within the scope of their office or employment, in connection with the rights granted to or exercised by [ENTITY] hereunder, to the extent and within the limitations of Section 768.28, Florida Statutes.
>
> The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 768.28. Nor shall the same be construed to constitute agreement by [ENTITY] to indemnify [RECIPIENT] for the negligent acts or omissions of [RECIPIENT], its officers, agents, or employees, or third parties. Nor shall the same be construed to constitute agreement by [ENTITY] to indemnify the Department for the negligent acts or omissions of the Department, its officers, agents, or employees, or third parties. This indemnification shall survive the termination of this Agreement."

17. AUDITS, RECORDS, AND RECORDS RETENTION

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 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.

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

18. 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.

19. TERMINATION

The County may, by written notice to the Contractor, suspend any or all of the Contractor's obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected or the County may terminate this Agreement in whole or in part at any time the interest of the County requires such termination.

A. If the County determines that the performance of the Contractor is not satisfactory, the County shall notify the Contractor of the deficiency in writing with a requirement that the deficiency be corrected within thirty (30) days of such notice. Such notice shall provide reasonable specificity to the Contractor of the deficiency that requires correction. If the deficiency is not corrected within such period, the County may either (a) immediately terminate the Agreement as set forth in paragraph b. below, or (b) take whatever action is deemed appropriate by the County to correct the deficiency. In the event the County chooses to take action and not terminate the Agreement, the Contractor shall, upon demand, promptly reimburse the County for any and all costs and expenses incurred by the County in correcting the deficiency.

B. If the County terminates the Agreement with cause, the County shall notify the Contractor of such termination in writing at least thirty (30) days in advance. The notice from the County shall include instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated. 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 if in the County's opinion, the Work being provided is not satisfactory. In such case, the County may immediately terminate the Agreement effective upon mailing a notice of termination to the Contractor.

C. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days written notice of termination. The notice shall include instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

D. If the Agreement is terminated before the Project is completed, the Contractor shall be paid only for the percentage of the Project satisfactorily performed for which costs can be substantiated. Such payment, however, shall not exceed the equivalent percentage of the contract sum. All Work in progress will become the property of the County and will be turned over promptly by the Contractor.

E. The County reserves the right to unilaterally cancel this Agreement for refusal by the Contractor or any sub-contractor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement unless the records are exempt.

F. Upon receipt of any final termination or suspension notice under this paragraph, the Contractor shall proceed promptly to carry out the actions required in such notice, which may include any or all of the following: (a) necessary action to terminate or suspend, as the case may be, Project activities and contracts and such other action as may be required or desirable to keep to a minimum the costs upon the basis of which the financing is to be computed; or (b) furnish a statement of the Project activities and contracts and other undertakings the cost of which are otherwise includable as Project costs. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and cost as approved by the County or upon the basis of terms and conditions imposed by the County upon the failure of the Contractor to furnish the schedule, plan, and estimate within a reasonable time. The closing out of the Project shall not constitute a waiver of any claim which the County may otherwise have arising out of this Agreement.

G. 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(2)(a), Florida Statutes, been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

H. The agreement may be terminated by the County if the Contractor is found to have submitted a false certification as required under section 287.132(2)(b) Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or been engaged in business operations in Cuba or Syria.

20. ERRORS & OMISSIONS BY THE CONTRACTOR

Acceptance of the Work by the County or termination of the Agreement does not constitute County approval and will not relieve the Contractor of the responsibility for subsequent corrections of any errors and/or omissions and the clarification of any ambiguities. The Contractor shall make all necessary revisions or corrections resulting from errors and/or omissions on the part of the Contractor without additional compensation. If these errors and/or omissions are discovered during the construction of the Project, they shall be corrected without additional compensation.

21. 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.

22. 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.

23. 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.

24. CERTIFICATION REGARDING COMPLIANCE WITH ANTI-DISCRIMINATION LAWS - PROHIBITION AGAINST USING COUNTY FUNDS FOR DIVERSITY, EQUITY, AND INCLUSION

Pursuant to Sections 125.595 and 287.139, Florida Statutes (2026), (effective January 1, 2027), as may be amended, Contractor certifies that it does not and shall not use County funds, directly or indirectly, to require its employees, contractors, subcontractors, volunteers, vendors, agents, or representatives to ascribe to, study, or be instructed using materials relating to diversity, equity, and inclusion as defined by Section 125.595, Florida Statutes.

Contractor shall not use County funds, directly or indirectly, to establish, sustain, support, or staff a diversity, equity, and inclusion office or employ, contract, or otherwise engage a person to serve as a diversity, equity, and inclusion officer as defined in Sections 125.595, Florida Statutes.

Contractor shall ensure that all County funds received shall be expended in compliance with Section 125.595, Florida Statutes, and any other applicable provision of Florida law.

Continuing Warranty of Compliance
Warranty

Contractor warrants that throughout the term of this Agreement, including any renewals or extensions, Contractor shall remain in compliance with the above certifications and shall not permit County funds to be used in a manner prohibited by Sections 125.595 and 287.139, Florida Statutes.

Upon reasonable request of the County, Contractor shall provide records, certifications, or other documentation reasonably necessary to demonstrate compliance with this provision.

Indemnification for Noncompliance

To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the County and its officers, employees, agents, and representatives from and against any and all claims, actions, causes of action, damages, losses, liabilities, judgments, penalties, fines, costs, and expenses, including reasonable attorney's fees and court costs, arising out of or relating to:

a. Contractor's breach of the certifications or warranties contained in this Agreement;
b. Contractor's violation of Sections 125.595 and 287.139, Florida Statutes (2026)
c. Any claim, investigation, administrative proceeding, or civil action arising from Contractor's use of County funds in a manner prohibited by Florida law; or
d. Any false, misleading, or inaccurate certification made by Contractor pursuant to this Agreement.

The obligations contained in this section shall survive expiration or termination of the Agreement.

Termination for Cause
Contractor acknowledges that the above certifications and warranty are material representations upon which the County has relied in entering into this Agreement and that any false certification, material breach of these provisions, or violation of Sections 125.595 and 287.139, Florida Statutes, shall constitute a material breach of the Agreement and shall entitle the County, in its sole discretion, to terminate the Agreement immediately upon written notice.

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 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. CONFLICT OF INTEREST

Neither the Recipient nor any of its contractors or their subcontractors shall enter into any contract, subcontract or arrangement in connection with the Project or any property included or planned to be included in the Project in which any member, officer or employee of the Recipient or the locality during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the Recipient, the Recipient, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the Recipient or the locality relating to such contract, subcontract or arrangement. The Recipient shall insert in all contracts entered into the connection with the Project or any property included or planned to be included in any Project and shall require its contractors to insert in each of their subcontracts, the following provision: “No member, officer or employee of the Recipient or of the locality during his tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof.” The provisions of this paragraph shall not be applicable to any agreement between the Recipient and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

39. DRUG-FREE WORKPLACE

The Contractor certifies that it shall implement and meet the requirements for a drug-free workplace, as evidenced by the signed form in Exhibit B.

40. FEDERAL AID CONSTRUCTION CONTRACT – FHWA 1273

This is a Federal Aid Project and is subject to all provisions for Federal Aid Construction Contract known as FHWA 1273 and shall comply with all applicable procedures, guidelines, manuals, standards and directives as described in the FDOT Local Agency Program Manual, including USDOT's Interim Final Rule, Disadvantaged Business Enterprise Program and Disadvantaged Business Enterprise in Airport Concessions Program Implementation Modifications, DBE Laws, Policy, and Guidance; US Department of Transportation posted (Oct. 3, 2025) (incorporated herein by reference). The contractor will also be responsible for including these requirements in any subcontract. See Exhibit D attached hereto and incorporated herein.

The Recipient will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the Recipient pursuant thereto. The Recipient shall include the Title VI Assurances in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.

41. CHANGE ORDERS

The County, without invalidating this Agreement, may order changes in the Project within the general scope of this Agreement consisting of additions, deletions or other revisions, and the construction completion date contained in the Project schedule, being adjusted accordingly. All changes in the Project not covered by an authorized contingency shall be authorized by change order signed by the County before the change is implemented. The change order process contained in the Specifications Package (Attachment #2 of the ITB) will be utilized with the County making all determinations. In the change order process, all references to the Engineer and/or the Department will now refer to the County.

42. CONTRACTOR EVALUATION

The Contractor shall be evaluated within sixty (60) days upon completion of the Project. The evaluation will provide an indication of the Contractor's ability to develop practical, accurate, complete and cost-effective construction plans. The Contractor shall be given the opportunity to give written comments in response to the completed evaluation.

43. INSPECTOR GENERAL

The Parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes. It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to this section.

44. 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.

45. 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 – SOLICITATION DOCUMENT
3. Exhibit B – VENDOR'S RESPONSE

ATTACHMENTS

Exhibit A – Solicitation Document #BC-2026-007
Exhibit B – Contractor's Response to Solicitation #BC-2026-007
Exhibit C – Wage Rate Table

The remainder of this page intentionally left blank.

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: _____

M OF TALLAHASSEE LLC

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

QUESTION & ANSWER REPORT

ITB No. BC-2026-007 \ Financial Project ID # 453817-1-58-01 \ Federal-Aid Project No. D325 069 B-Federally Funded OLD ST. AUGUSTINE ROAD SIDEWALK PROJECT

RESPONSE DEADLINE: July 28, 2026 at 2:00 pm

Monday, August 31, 2026

Approved, Unanswered Questions

Approved, Answers Provided

1. Estimated Budget

Jun 18, 2026 1:13 PM

Question: What is the estimated budget?

Jun 18, 2026 1:13 PM

Answered by Melanie Hooley: The estimated construction budget for this project is $1,153,229.

Jun 18, 2026 3:30 PM

2. Pay Item

Jun 22, 2026 11:37 AM

Question: Are we missing the pay item for the 183' of boardwalk?

Jun 22, 2026 11:37 AM

Answered by Melanie Hooley: Bid Price Sheet has been revised. See Addendum #2. Please ensure you use "Bid Price Sheet - Updated" when submitting your bid.

Jun 22, 2026 11:52 AM

3. Pay Items

Jun 22, 2026 11:42 AM

Question: Are we missing the pay item for the proposed 4'H Timber & Steel Mesh Fence? (shown on pg. 7.6)

Jun 22, 2026 11:42 AM

Answered by Melanie Hooley: Bid Price Sheet has been revised. See Addendum #2. Please ensure you use "Bid Price Sheet - Updated" when submitting your bid.

Jun 22, 2026 11:52 AM

4. Pay Items

Jun 22, 2026 11:53 AM

Question: Are we missing a pay item for the Guardrail shown in front of the boardwalk?

Jun 22, 2026 11:53 AM

Answered by Melanie Hooley: Bid Price Sheet has been revised. See Addendum #2. Please ensure you use "Bid Price Sheet - Updated" when submitting your bid.

Jun 22, 2026 11:54 AM

5. Prebid

Jun 23, 2026 4:51 PM

Question: Given July 4th Holiday is the week of pre bid, are we able to call into the meeting?

Jun 23, 2026 4:51 PM

Answered by Melanie Hooley: Yes, please see Addendum #1. A call in option has been added to the Pre-Bid section of the solicitation. Microsoft Teams meeting Join: https://teams.microsoft.com/meet/261135279820738?p=HXIOYl1Gr05ozJlsvC Meeting ID: 261 135 279 820 738 Passcode: kL2Wr9LE

Jun 23, 2026 4:54 PM

6. Boardwalk Construction

Jul 6, 2026 11:32 AM

Question: Is a “top-down” construction method required for boardwalk construction? If yes, would a design-build be acceptable for designing the substructure to support machinery for this method?

Jul 6, 2026 11:32 AM

Answered by Chris Muehlemann: Please see Attachment I & Addendum 4.

Jul 9, 2026 5:07 PM

7. Boardwalk Construction

Jul 6, 2026 11:33 AM

Question: Will pile load testing be required?

Jul 6, 2026 11:33 AM

Answered by Chris Muehlemann: Please see Attachment I & Addendum 4.

Jul 9, 2026 5:07 PM

8. Boardwalk Construction

Jul 6, 2026 11:33 AM

Question: The typical section on Drawing 4.1 calls out “Composite” for the boardwalk decking and top rail. What is the specified material for the handrail rails and balusters?

Jul 6, 2026 11:33 AM

Answered by Chris Muehlemann: Please see Attachment I & Addendum 4.

Jul 9, 2026 5:07 PM

9. Boardwalk Construction

Jul 6, 2026 11:33 AM

Question: What are the specified profile sizes of the handrail components and decking?

Jul 6, 2026 11:33 AM

Answered by Chris Muehlemann: Please see Attachment I & Addendum 4.

Jul 9, 2026 5:07 PM

10. Boardwalk Construction

Jul 6, 2026 11:34 AM

Question: Please confirm that the “Buy America” clause applies to finished materials used on this project.

Jul 6, 2026 11:34 AM

Answered by Chris Muehlemann: Buy America applies to this project.

Jul 10, 2026 9:45 AM

INVITATION TO BID

FOR

OLD ST. AUGUSTINE ROAD SIDEWALK PROJECT

BID NUMBER BC-2026-007 \ Financial Project ID # 453817-1-58-01 \ Federal-Aid Project No. D325 069 B-Federally Funded

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

RELEASE DATE: June 18, 2026

OLD ST. AUGUSTINE ROAD SIDEWALK PROJECT

I. Introduction
II. Bidding Process
III. Contractor Qualifications
IV. Award and Contracting Process
V. Required Certifications
VI. Insurance Requirements
VII. Terms and Conditions
VIII. Specifications
IX. Vendor Questionnaire

Attachments:
A - Plans
B - Specifications - Sidewalk
C - Draft Agreement
D - Federal Terms
E - Wage Tables
F - Attachments 6 - 21
G - COT Permit
H - Water District Exemption
I - Boardwalk Plans

I. Introduction

A. Summary

Leon County is seeking the services of a single qualified contractor to construct a sidewalk along Old St. Augustine Road in two seperate locations.

1) South side of the road from Winchester Lane to west of Blairstone Road Intersection.

2) North side of the road from east of Blairstone Road intersection to Paul Russell Road. Additional services will be driveway, regrading, culvert extension, boardwalk, handrail, and other associated work.

A Mandatory Pre-Bid Meeting will be held on **Wednesday, July 1, 2026 at 10:00am** 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.

The Mandatory Pre-Bid Meeting may be attended virtually via Teams

Microsoft Teams meeting
Join:
https://teams.microsoft.com/meet/261135279820738?p=HXIOYl1Gr05ozJlsvC
Meeting ID: 261 135 279 820 738

Passcode: kL2Wr9LE

B. Contact Information

Melanie Hooley
Purchasing Director
1800-3 Blair Stone Rd
Tallahassee, FL 32308
Email: hooleym@leoncountyfl.gov
Phone: (850) 606-1600
Department:
Procurement

Department Head:
Melanie Hooley
Purchasing Director

C. 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	June 18, 2026
Pre-Bid Meeting (Mandatory)	July 1, 2026, 10:00am Leon County Purchasing 1800-3 N.Blair Stone Road Tallahassee, Fl 32308 Or Via Teams Microsoft Teams meeting Join: https://teams.microsoft.com/meet/261135279820738?p=HXIOYl1Gr05ozJlsvC Meeting ID: 261 135 279 820 738 Passcode: kL2Wr9LE
Question Submission Deadline	July 10, 2026, 4:00pm
Proposal Submission Deadline	July 28, 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 Melanie Hooley, telephone (850) 606-1600; E-mail: hooleym@leoncountyfl.gov and hooleym@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 or any subcontractors used shall be licensed as specified in the Technical Specifications section.

Copies of the contractor's licensing placard(s) shall be submitted to Leon County concurrent with bid.

The primary contractor performing the work shall be prequalified by the Florida Department of Transportation (FDOT) for the Sidewalks Specialty Class of Work (Work Class 40).

Copies ofthe contractor's Certificate of Pre-Qualifications shall be submitted to Leon County concurrent with the bid. Failure to demonstrate FDOT Pre-Certification in the fashion described shall result in the rejection of the bid.

The primary contractor shall perform the amount of work pursuant to Section 8-1 of the Specifications Package (Attachment #2 - Specifications).

Contractors shall be licensed in the State of Florida as required by Chapter 489, Florida Statutes. Specific license type for this project shall be as indicated in F.S. sections 489.105(3)(a)-(q) as applicable to the scope of work of the project.

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.

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. 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. 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.

C. 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.

D. 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.

E. 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.

F. Scrutinized Company Certification

A company 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 any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

A company 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 $1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, Section 215.4725, Florida Statutes, or with companies engaged in business operations in Cuba or Syria.

G. Certificate of Current Capacity

Pursuant to Section 337.14(1), Florida Statutes, Contractor must certify that the firm has the financial capacity to complete this project.

H. Conflict of Interest

Neither the Recipient nor any of its contractors or their subcontractors shall enter into any contract, subcontract or arrangement in connection with the Project or any property included or planned to be included in the Project in which any member, officer or employee of the Recipient or the locality during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the Recipient, the Recipient, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the Recipient or the locality relating to such contract, subcontract or arrangement. The Recipient shall insert in all contracts entered into in connection with the Project or any property included or planned to be included in any Project, and shall require its contractors to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the Recipient or of the locality during his tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the Recipient and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency. Contractor must certify the firm has no conflicts of interest.

I. Indemnification

The Contractor shall indemnify and hold harmless the County, its officials, officers, employees and agents including but not limited to the Florida Department of Transportation from and against all claims, liabilities, damages, losses, costs, including,

but not limited to, reasonable attorneys' fees, or suits of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Contractor, its delegates, employees and agents arising out of or under this Agreement.

The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that ten dollars ($10.00) of the 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.

It is understood that the Contractor's responsibility to indemnify and defend the County, its officials, officers and employees is limited to the Contractor's proportionate share of liability caused by the negligent acts or omissions of the Contractor, its delegates, agents, or employees.

Recipient agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, or subconsultants (each referred to as "Entity" for the purposes of the below indemnification)who perform work in connection with this Agreement:

"To the extent provided by law, [ENTITY] shall indemnify, defend, and hold harmless the [RECIPIENT] and the State of Florida, Department of Transportation, including the Department's officers, agents, and employees, against any actions, claims, or damages arising out of, relating to, or resulting from negligent or wrongful act(s) of [ENTITY], or any of its officers, agents, or employees, acting within the scope of their office or employment, in connection with the rights granted to or exercised by [ENTITY] hereunder, to the extent and within the limitations of Section 768.28, Florida Statutes.

The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 768.28. Nor shall the same be construed to constitute agreement by [ENTITY] to indemnify [RECIPIENT] for the negligent acts or omissions of [RECIPIENT], its officers, agents, or employees, or third parties. Nor shall the same be construed to constitute agreement by [ENTITY] to indemnify the Department for the negligent acts or omissions of the Department, its officers, agents, or employees, or third parties. This indemnification shall survive the termination of this Agreement."

J. Inspector General

The Parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes. It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to this section

K. Lobbying Certification

The bidder shall complete FDOT Forms #375-030-33 and #375-030-34 for the lobbying certification requirement pursuant to 49 CFR part 20.

L. Non-Collusion Provision

Complete FDOT Form #575-060-13 pursuant to 23 CFR 635. 112(f) to affirm that bidder has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action, in restraint of free competitive bidding in connection with the submitted bid. Failure to submit the executed statement as part of the bidding documents will make the bid nonresponsive and not eligible for award consideration.

M. Suspension and Debarment

Complete FDOT Form #375-030-32 pursuant to 2 CFR parts 180 & 1200 to certify that no person associated with the firm are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

VI. Insurance Requirements

A. Overview

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.

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.

VII. 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.

VIII. Specifications

A. Summary of Work

Leon County is seeking the services of a single qualified contractor to construct a sidewalk along Old St. Augustine Road in two separate locations.

1) South side of the road from Winchester Lane to west of Blairstone Road Intersection.

2) North side of the road from east of Blairstone Road intersection to Paul Russell Road. Additional services will be driveway , regrading, culvert extension, boardwalk, handrail, and other associated work.

B. General Requirements

The construction sequence and design notes are shown on the construction plans. The construction procedures, materials, equipment, and the technical specifications listed herein, shall be in accordance with the following specifications and contract documents:

A. Specifications Package (Attachment #2) for the above Summary of Work.

B. FDOT FY 25-26 Standard plans for Road and Bridge Construction and applicable Interim Revisions.

C. Manual on Uniform Traffic Control Devices (MUTCD), U.S. Department of Transportation Federal Highway Administration, 2009 Edition (2nd Revision).

C. General Information

A. Provisions

- An allowance of 180 calendar days has been set for completion of this project, including utility coordination and lane closure.
- The liquidated damages will be set based on the bid price and pursuant to Section 8-10 of the Specifications Package (Attachment #2).
- Contractor shall develop the CONSTRUCTION SEQUENCE and it shall be accepted by the Engineer of Record and Project Owner.
- One primary contractor will be selected to construct all improvements based on the total low bid.

B. Materials

- All materials used for this project shall be on the FDOT's Approved Product List (APL) or from a plant with certified Quality Control (QC) Program by FDOT on the Production Facility Listing.
- Leon County shall reserve the right to sample any or all materials to determine whether materials meet the required specifications or not.
- 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.
- All quality control testing costs shall be considered as incidental and included as part of the total bid.
- Contractor is responsible to contact the Engineer of Record for confirmation on the shop drawing submittal requirements.

C. Contractor Responsibilities

- Contractor shall conduct a pre-construction meeting, inviting all involved agencies and utilities. Contractor shall not start work until all permits have been received and the "Notice to Proceed" from Leon County is issued.
- The Contractor shall post all applicable permits and provide advanced notice flyers to adjacent property owners before construction.

D. 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 at http://www.dep.state.fl.us/water/stormwater/npdes/permits_forms.htm.

- 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.

E. Stakeouts

- Contractor is responsible to verify the survey control points for construction stakeouts.
- Before the final walkthrough, Contractor shall provide the as-built survey to Engineer of Record and Project Owner to close the project.
- The construction stakeouts and as-built survey costs are included in the bid price.

F. The exact location of all utilities in vicinity of the 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. See Attachments for the Utilities Coordination Information.

G. Working Hours

- Working hours shall be from 9:00 a.m. to 4:00 p.m., Monday through Friday. However, upon the request of Contractor, County Engineer or his/her designee, may consider an alternative to these working hours based on the time of the year, site, weather, and traffic conditions.
- There should be no works on holidays: New Year, Martin Luther King, Jr. Day, Memorial Day, Labor Day, Veterans Day, Thanksgiving, Friday after Thanksgiving, and Christmas.
- No night work shall be performed unless approved by County Engineer.

H. Contractor is required to transfer the original manufacturer warranties to the ultimate operation and maintenance agency for the installed equipment.

I. Maintenance of Traffic

- Contractor is responsible to obtain a qualified professional, with FDOT Advanced Maintenance of Traffic certificate, to implement any Maintenance of Traffic (MOT) Plan. MOT Plan is not included in the plans.
- Two-week advanced notice is required by Leon County.
- Coordinate with the Leon County Chief of Construction Management to implement the plan.
- MOT Plan shall use traffic control devices listed in the Manual for Uniform Traffic Control Devices and follow FDOT Standard Plans Indices.

J. Contractor shall furnish, erect, and maintain all necessary barricades, warning, and detour signs with suitable and adequate lighting while providing flagmen where necessary to direct traffic, and take all other precautions to protect the workers and the public.

K. Property Survey

- Contractor shall verify and clearly mark all property lines and easement limits prior to construction in the project area.
- Contractor is required to take photos or videos of the project site before starting construction to prevent future disputes.
- Any public or private property damaged outside the project limits by construction activities shall be restored / repaired at the Contractor's expense.

L. Contractor is responsible to establish a staging area with County Engineer's review and approval prior to commencement of construction. If the proposed staging area is outside the County easements, right-of-way, or properties, Contractor is required to obtain a Temporary Construction Staging Area Permit from Leon County Development Support and Environmental Management Department. Contractor is also responsible to obtain necessary permits if required by any other agencies.

D. Additional Information

The following documentations are provided to Contractor to comply with construction related requirements.

Attachment A: Improvement Plans

IX. Vendor Questionnaire

Bids must be submitted electronically via OpenGov.

A. ACCEPTANCE OF COUNTY TERMS AND CONDITIONS*

The terms and conditions associated with this solicitation are set forth in the Agreement contained in the "Attachments" section of this solicitation. By submitting a response, the proposer acknowledges that it has reviewed the Agreement and agrees to comply with and be bound by all terms, conditions, and requirements contained therein.

Leon County objects to and shall not consider any additional terms or conditions submitted by a proposer, including any terms appearing in documents attached to or incorporated within the proposal. Any such additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect.

Failure to agree to the terms and conditions of the solicitation, including the Agreement, or failure to comply with the solicitation requirements, including those specifying information that must be submitted with a proposal, may result in the proposal being deemed non-responsive and rejected.

☐ 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.

☐ Please confirm
*Response required

F. 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

G. 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

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-2026-007 \ Financial Project ID # 453817-1-58-01 \ Federal-Aid Project No. D325 069 B-Federally Funded), the Project Title (OLD ST. AUGUSTINE ROAD SIDEWALK 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. Bid Price Sheet*

Please download the below Bid Price Sheet, complete, and upload.

- Bid_Price_Sheet_-_Updated.xlsx

*Response required

K. Prime Contractor Qualifications*

The primary contractor performing the work shall be prequalified by the Florida Department of Transportation (FDOT) for the Sidewalks Specialty Class of Work (Work Class 40).

Submit work class pre-qualifications required in the solicitation.

*Response required

L. 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
- Public Entity Crimes Statement, 287.133(3)(A), Florida Statues
- FDOT Form #375-030-50 Conflict of Interest/Confidentiality Certification
- FDOT Form #525-010-46 LAP Certification of Current Capacity
- FDOT Form #375-030-32 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Federal Aid Contracts
- FDOT Form #375-030-91 Vendor Eligibility Check Prior to Contract Award - To be completed by Leon County
- FDOT Form #375-030-33 Certification for Disclosure of Lobbying Activities on Federal Aid Contracts
- FDOT Form #375-030-34 Disclosure of Lobbying Activities
- Equal Opportunity Statement
- Employment Eligibility (E-Verify)
- Affidavit In Compliance with Section 787.06(13), F.S.
- Certification/Debarment Form
- Affidavit Immigration Laws
- FDOT Form #575-060-13 Non Collusion
- Contractor's Business Information

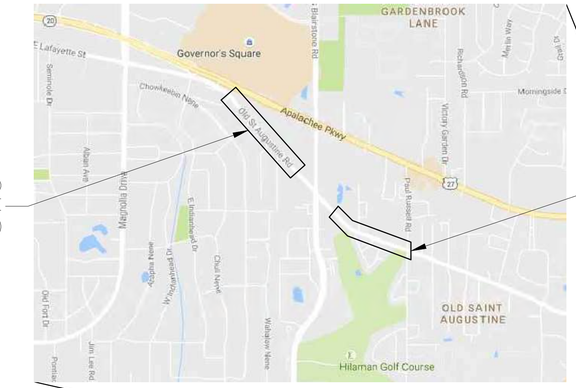
*Response required

M. CONFIDENTIAL, PROPRIETARY OR TRADE SECRET INFORMATION

If necessary, please upload a redacted copy of your submittal.

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA





LAFAYETTE TO INTERSECTION = 2100 LF
INTERSECTION TO PAUL RUSSELL = 1640 LF
TOTAL PROJECT LENGTH = 3740 LF

BENJAMIN R. LENNON LICENSE No. 78674 STATE OF FLORIDA PROFESSIONAL ENGINEER

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY:

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.

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

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	COVER
2	GENERAL NOTES
3	LEGEND AND NOTES
3.1	TREE TABLE, NOTES AND DETAILS
4-4.1	TYPICAL SECTIONS AND DETAILS
5-5.3	DEMOLITION, EROSION CONTROL, TREE PROTECTION PLAN
6-6.3	GEOMETRY PLAN
7-7.3	PLAN & PROFILE (WINCHESTER TO INTERSECTION)
7.4-7.7	PLAN & PROFILE (INTERSECTION TO PAUL RUSSELL)
8-8.4	CROSS SECTIONS

COMMISSIONERS:

WILLIAM C. PROCTOR, JR.
DISTRICT 1

CHRISTIAN CABAN
DISTRICT 2

RICK MINOR
DISTRICT 3

BRIAN WELCH, VICE CHAIRMAN
DISTRICT 4

DAVID O'KEEFE
DISTRICT 5

CAROLYN CUMMINGS, CHAIRMAN
AT-LARGE I

NICK MADDOX, CHAIRMAN
AT-LARGE II

VINCENT LONG
COUNTY ADMINISTRATOR

CHASITY H. O'STEEN
COUNTY ATTORNEY

BRENT PELL
PUBLIC WORKS DIRECTOR

PROJECT SUMMARY:

THIS PROJECT IS FOR THE PROPOSED CONSTRUCTION OF SIDEWALKS ALONG OLD ST AUGUSTINE ROAD FROM WINCHESTER LANE TO PAUL RUSSELL ROAD.

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD, TALLAHASSEE, FLORIDA 32308
PHONE (850) 606-1500 * FAX (850) 656-1501

LEON COUNTY PUBLIC WORKS PROJECT MANAGER: CHRIS MUEHLEMANN, P.E.

Civil Engineer:

DRMP, INC.
1625 Summit Lake Drive, Suite 200
Tallahassee, Florida 32317
PHONE: (850) 562-9600
FAX: (850) 575-5544
e-mail: blennon@drmp.com

GOVERNING SPECIFICATIONS:
THE FY 2025-26 EDITION FLORIDA DEPARTMENT OF TRANSPORTATION LAP DIVISION 1 SPECIFICATIONS FOR CLASS D PROJECTS AND ALL OF THE CONSTRUCTION DETAILS AND MATERIALS DIVISION (DIVISION II & III) AS REVISED IN THE SPECIFICATION PACKAGE SHALL GOVERN THIS PROJECT.

IN THE EVENT OF A CONFLICT BETWEEN THE LAP DIVISION 1 SPECIFICATIONS AND THE LOCAL AGENCY TECHNICAL SPECIFICATIONS, THE LAP DIVISION 1 SPECIFICATIONS SHALL TAKE PRECEDENCE.

FOR CONSTRUCTION METHODS AND MATERIALS NOT COVERED BY THE LOCAL AGENCY SPECIFICATIONS, THE FY 2025-26 FLORIDA DEPARTMENT OF TRANSPORTATION STANDARD PLANS SHALL APPLY.

NOVEMBER 2025

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization 2648

DRMP JOB NUMBER 15-0513.002

ISSUED FOR
100% SUBMITTAL
NOVEMBER 2025

Benjamin R. Lennon, P.E.
Florida PE 78674

1

P:\Projects15\15-0513.002_Old_St_Aug_Rd_S-W_Fin_Plans,_Perm_&_ConS\CADD\02 - GENERAL NOTES.dwg Plotted: Nov 18, 2025 - 11:46am by BLennon

GENERAL NOTES

1. GOVERNING SPECIFICATIONS: THE FY2025-26 EDITION FLORIDA DEPARTMENT OF TRANSPORTATION LAP DIVISION 1 SPECIFICATIONS FOR CLASS D PROJECTS AND ALL OF THE CONSTRUCTION DETAILS AND MATERIALS DIVISION (DIVISION II & III) AS REVISED IN THE SPECIFICATION PACKAGE SHALL GOVERN THIS PROJECT.

2. IN THE EVENT THE CONTRACTOR DISCOVERS ANY ERRORS OR OMISSIONS IN THE PLANS OR SPECIFICATIONS, HE SHALL IMMEDIATELY NOTIFY THE OWNER AND DESIGN ENGINEER OF RECORD.

3. IF CONTRACTOR OR THEIR SUBCONTRACTORS DO NOT COMPLY WITH THE REQUIREMENTS OF THESE GENERAL NOTES, SPECIFICATIONS OR AGREEMENT BETWEEN OWNER AND CONTRACTOR, OWNER MAY, BUT IS NOT REQUIRED TO, GIVE WRITTEN NOTICE OF VIOLATION TO CONTRACTOR. SHOULD CONTRACTOR OR ITS SUBCONTRACTORS FAIL TO COMPLY WITH REQUIREMENTS OF THESE GENERAL NOTES WITHIN TWENTY-FOUR (24) HOURS FROM THE TIME OWNER ISSUES SUCH WRITTEN NOTICE OF NONCOMPLIANCE, OR WITHIN THE TIME OF ABATEMENT PERIOD SPECIFIED BY ANY GOVERNMENTAL AGENCY, WHICHEVER PERIOD IS SHORTER, CONTRACTOR SHALL BE IN MATERIAL DEFAULT OF THIS CONTRACT.

4. THE PROJECT DESIGN HAS BEEN BASED UPON FIELD SURVEY PROVIDED BY POOLE ENGINEERING AND SURVEYING WITH SUPPLEMENTS BY DRMP, INC. AND SITE VISITS BY DRMP. DRMP MAKES NO ASSURANCE REGARDING THE ACCURACY OF ANY SURVEY OR EVALUATION BY OTHERS.

5. CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH THE SITE, INCLUDING ALL SURFACE AND SUBSURFACE CONDITIONS, LIMITS OF CONSTRUCTION, WORK REQUIRED AND ALL OTHER CONDITIONS THAT MAY EFFECT THE SUCCESSFUL COMPLETION OF THE PROJECT, PRIOR TO THE COMMENCEMENT OF WORK. IF CONTRACTOR DISCOVERS ANY ERRORS OR OMISSIONS IN THE PLANS OR SPECIFICATIONS, HE SHALL IMMEDIATELY NOTIFY OWNER OR OWNER'S AGENT.

6. CONTRACTOR SHALL GIVE ALL NOTICES REQUIRED BY, AND COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS, AND PERMIT CONDITIONS BEARING ON THE EXECUTION OF PROJECT, AS DRAWN AND SPECIFIED. IF CONTRACTOR OBSERVES THAT THE DRAWINGS OR SPECIFICATION ARE IN VARIANCE WITH ANY APPLICABLE LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, HE SHALL TAKE ANY ACTIONS NECESSARY TO MITIGATE ANY POTENTIAL DAMAGE, AND PROMPTLY NOTIFY DESIGN ENGINEER IN WRITING OF SUCH VARIANCE. ANY NECESSARY CHANGES TO THE DRAWING AND SPECIFICATIONS SHALL BE MADE IN ACCORDANCE WITH THE PROVISIONS OF THE AGREEMENT BETWEEN OWNER AND CONTRACTOR.

7. CONTRACTOR SHALL BE RESPONSIBLE TO OWNER AND DESIGN ENGINEER FOR THE ACTS AND OMISSIONS OF THE CONTRACTOR'S EMPLOYEES, AND ALL SUBCONTRACTORS AND THEIR AGENTS AND EMPLOYEES, AND ANY OTHER PERSONS PERFORMING ANY WORK UNDER THIS CONTRACT BETWEEN OWNER AND CONTRACTOR, FOR THIS PROJECT.

8. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING ALL NECESSARY ARRANGEMENTS WITH ALL AGENCIES, DEPARTMENTS OR BODIES, UTILITIES, CARRIERS OR SERVICE COMPANIES, AND CORPORATIONS OWNING OR CONTROLLING ANY ROADWAYS, RAILWAYS, WATER, SEWER, GAS, ELECTRICAL, TELEPHONE OR TELEGRAPH FACILITIES, SUCH AS PAVEMENT, TRACKS, PIPING, WIRES, CABLES, CONDUITS, POLES, GUYS OR OTHER SIMILAR FACILITIES, INCLUDING INCIDENTAL STRUCTURES CONNECTED TO SUCH SERVICES, THAT ARE ENCOUNTERED DURING THE PROJECT, IN ORDER THAT SUCH ITEMS MAY BE PROPERLY PROTECTED, SUPPORTED OR RELOCATED AS NEEDED.

9. UNLESS OTHERWISE SPECIFIED IN THESE GENERAL CONDITIONS, SPECIFICATIONS OR IN THE AGREEMENT BETWEEN OWNER AND CONTRACTOR, ALL CONSTRUCTION IS TO BE GOVERNED BY THE PLANS, SPECIFICATION AND APPLICABLE PERMITS, ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS, PERMIT CONDITIONS AND BUILDING AND SAFETY CODES BEARING ON THE EXECUTION OF THE PROJECT.

10. ADDITIONALLY, CONTRACTOR SHALL NOTIFY SUNSHINE ONE CALL AT 811 AT LEAST 48 HOURS OR 2 BUSINESS DAYS WHICHEVER IS GREATER PRIOR TO DIGGING OR OTHERWISE DISTURBING UTILITIES. POST ALL APPLICABLE PERMITS AS REQUIRED.

11. CONTRACTOR SHALL PRESERVE AND PROTECT ALL PERMANENT REFERENCE MONUMENTS, CONTROL POINTS, BENCHMARKS AND PROPERTY CORNERS. IN THE EVENT ANY REFERENCE MONUMENTS, CONTROL POINTS, BENCHMARKS OR PROPERTY CORNERS ARE DISTURBED, CONTRACTOR SHALL EMPLOY A FLORIDA REGISTERED LAND SURVEYOR TO RESET OR REPLACE SUCH.

12. THE OWNER, OWNER'S AGENT AND INSPECTORS OF APPLICABLE GOVERNMENT JURISDICTIONS AND AGENCIES SHALL HAVE ACCESS TO THE PROJECT AT ALL TIMES. CONTRACTOR SHALL PROVIDE REASONABLE AND PROPER FACILITIES FOR SUCH ACCESS AND INSPECTION OF THE WORK.

13. CONTRACTOR SHALL COMPLY IN EVERY ASPECT WITH THE FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 (OSHA) AS AMENDED AND ALL RULES, STATUTES AND REGULATIONS NOW OR HEREAFTER IN EFFECT UNDER SAID ACT. THE CONTRACTOR FURTHER AGREES TO COMPLY WITH ANY OTHER APPLICABLE FEDERAL, STATE AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS PERTAINING TO JOB SAFETY AND HEALTH, INCLUDING, BUT NOT LIMITED TO CFR 1910 AND 1926.

14. CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE BUILDING AND SAFETY CODES, FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, INCLUDING BUT NOT LIMITED TO, LAWFUL ORDERS OF ANY QUASI PUBLIC OR OTHER AUTHORITY HAVING JURISDICTION FOR THE SAFETY OF PERSONS OR PROPERTY OR FOR THE PROTECTION AGAINST INJURY, DAMAGE, OR LOSS TO PERSONNEL, EQUIPMENT OR MATERIALS, OR DESIGNED TO PROTECT THE ENVIRONMENT. CONTRACTOR SHALL ERECT AND MAINTAIN, AS REQUIRED BY EXISTING CONDITIONS AND PROGRESS OF THE WORK, ALL REASONABLE AND REQUIRED SAFEGUARDS FOR THE SAFETY AND PROTECTION OF ALL PERSONNEL, EQUIPMENT OR MATERIALS, INCLUDING BUT NOT LIMITED TO, POSTING OF DANGER SIGNS AND OTHER WARNING AGAINST HAZARDS, PROMULGATING SAFETY REGULATIONS AND NOTIFYING OWNERS AND USERS OF ADJACENT UTILITIES OF THE EXISTENCE OF HAZARDS AND SAFETY REGULATIONS.

15. CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE ALL REASONABLE AND PRUDENT PRECAUTIONS FOR THE SAFE AND SECURE PROTECTION OF ALL INCOMPLETE WORK, MATERIALS AND EQUIPMENT STORED ONSITE AND OFFSITE, AND ANY UNAUTHORIZED ACCESS TO SUCH.

16. CONTRACTOR SHALL, AT ALL TIMES, UTILIZE ALL NORMALLY ACCEPTED AND REASONABLY EXPECTED SAFETY PRACTICES AND COMPLY WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, AND GUIDELINES AND RECOMMENDATIONS PERTAINING TO THE SAFE UTILIZATION OF ALL EQUIPMENT AND MATERIALS, AS PUBLISHED BY MANUFACTURER OR SUPPLIER.

17. PRIOR TO INITIATING ANY EXCAVATION (INCLUDING, BUT NOT LIMITED TO, TUNNELS, DITCHES, SWALES, STORMWATER PONDS, CANALS, OR ARTIFICIAL LAKES), CONTRACTOR SHALL REVIEW AND MAKE ARRANGEMENTS TO COMPLY IN EVERY RESPECT WITH THE PROVISIONS OF ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, (INCLUDING BUT NOT LIMITED TO CFR 1926 SUBPART P, AND OSHA DIRECTIVES CPL 2.69 AND 2.87) PERTAINING TO SAFE TRENCHING AND EXCAVATION. CONTRACTOR SHALL INSTALL ALL NECESSARY FENCES AND BARRIERS, AND TAKE ALL OTHER REASONABLE AND PRUDENT STEPS TO ENSURE THAT ACCESS TO EXCAVATIONS BY UNAUTHORIZED INDIVIDUALS IS PREVENTED.

18. CONTRACTOR SHALL TAKE ALL REASONABLE PRECAUTIONS FOR THE SAFETY OF, AND SHALL PROVIDE ALL REASONABLE AND REQUIRED PROTECTION TO PREVENT INJURY, DAMAGE OR LOSS TO:

A. ALL INDIVIDUALS INCLUDING CONTRACTOR'S EMPLOYEES, AND ALL SUBCONTRACTORS AND THEIR AGENTS AND EMPLOYEES, INSPECTORS AND ANY OTHER PERSONS PERFORMING ANY WORK UNDER A CONTRACT WITH THE CONTRACTOR;

B. ALL THE WORK, MATERIALS AND EQUIPMENT TO BE INCORPORATED INTO THE FINAL PRODUCT, WHETHER IN STORAGE ONSITE OR OFFSITE, UNDER THE CARE, CUSTODY OR CONTROL OF THE CONTRACTOR OR ANY OF THE SUBCONTRACTORS; AND

C. OTHER PROPERTY AT THE SITE OR ADJACENT TO THE SITE, INCLUDING BUT NOT LIMITED TO TREES, SHRUBS, LAWNS, WALKS, PAVEMENTS, ROADWAYS, STRUCTURES AND UTILITIES NOT DESIGNATED FOR REMOVAL OR DEMOLITION DURING THE COURSE OF THE PROJECT.

GENERAL NOTES (continued)

D. ALL DAMAGE OR LOSS TO ANY PROPERTY, UNTIL FINAL ACCEPTANCE OF THE WORK BY THE OWNER, CAUSED IN WHOLE OR IN PART BY THE CONTRACTOR, CONTRACTOR'S EMPLOYEES, ANY SUBCONTRACTORS OR THEIR AGENTS, EMPLOYEES OR OTHER PERSONS PERFORMING WORK UNDER A CONTRACT WITH THE CONTRACTOR FOR WHOSE ACTS ANY OF THEM MAY BE LIABLE, SHALL BE REMEDIED BY THE CONTRACTOR, EXCEPT FOR DAMAGE OR PROPERTY LOSS ATTRIBUTED SOLELY TO THE ACTS OR OMISSIONS OF THE OWNER OR THE DESIGN ENGINEER, OR ANY SUBCONTRACTORS OR THEIR AGENTS, EMPLOYEES OR OTHER PERSONS PERFORMING WORK FOR THEM, OR FOR WHOSE ACTS ANY OF THEM MAY BE LIABLE, SHALL AND NOT PROPERLY ATTRIBUTABLE IN WHOLE OR IN PART TO THE FAULT OR NEGLIGENCE OF THE CONTRACTOR.

19. ALL INJURY, DAMAGE OR LOSSES TO ANY PERSONNEL, EQUIPMENT, MATERIALS OR PROPERTY, AS NOTED IN PARAGRAPH 18, CAUSED IN WHOLE OR IN PART, THROUGH FAULT OR NEGLIGENCE BY CONTRACTOR, SUBCONTRACTORS, SUPPLIERS OR BY ANYONE FOR WHOSE ACTS ANY OF THEM MAY BE LIABLE, SHALL BE REMEDIED BY THE CONTRACTOR, EXCEPT FOR INJURY, DAMAGE OR LOSS PROPERLY ATTRIBUTABLE SOLELY TO THE ACTS, ERRORS OR OMISSIONS OF OWNER, DESIGN ENGINEER OR ANYONE EMPLOYED BY THEM, OR FOR THOSE ACTS ANY OF THEM MAY BE LIABLE AND NOT PROPERLY ATTRIBUTABLE IN WHOLE OR IN PART TO THE FAULT OR NEGLIGENCE OF THE CONTRACTOR.

20. UNTIL THE FINAL ACCEPTANCE OF THE PROJECT BY OWNER, CONTRACTOR SHALL HAVE THE COMPLETE CHARGE AND CARE OF, AND SHALL BEAR ALL RISKS AND EXPENSES FOR ANY INJURY, DAMAGE OR LOSS, OR TO ANY PORTION OF THE WORK, ALL MATERIALS STORED ONSITE OR OFFSITE BY THE ACTION OF THE ELEMENTS, OR FROM ANY OTHER CAUSE WHETHER ARISING FROM THE EXECUTION OR NON-EXECUTION OF THE WORK. CONTRACTOR SHALL BEAR ALL EXPENSES FOR ANY REPAIRS, REBUILDING OR RESTORATION, AND MAKE GOOD ALL INJURIES, DAMAGES OR LOSSES TO ANY PORTION OF THE WORK BEFORE FINAL ACCEPTANCE OF THE PROJECT BY OWNER.

21. CONTRACTOR SHALL NOT LOAD, CAUSE OR PERMIT ANY PART OF THE WORK TO BE LOADED SO AS TO ENDANGER SAFETY. NO LOAD SHALL BE PLACED ON ANY ROOF WITHOUT THE APPROVAL OF OWNER AND DESIGN ENGINEER.

22. THOSE PARTS OF THE WORK IN PLACE, WHICH ARE SUBJECT TO DAMAGE, BECAUSE OF ACTIVITIES OR OPERATIONS BEING CARRIED OUT ADJACENT TO, SHALL BE COVERED, BOARDED UP OR SUBSTANTIALLY ENCLOSED WITH ADEQUATE PROTECTION BY CONTRACTOR AT HIS EXPENSE.

23. CONTRACTOR SHALL PROTECT AND KEEP OWNER (INCLUDING THEIR AGENTS AND EMPLOYEES) FREE AND HARMLESS FROM ANY AND ALL LIABILITY, PUBLIC OR PRIVATE, PENALTIES, CONTRACTUAL OR OTHERWISE, LOSSES, DAMAGES, COST, ATTORNEY'S FEES, EXPENSES, CAUSE OF ACTION, CLAIMS OR OTHER JUDGMENTS RESULTING FROM VIOLATIONS UNDER OSHA OR ANY RULES, STATUTES OR REGULATIONS PROMULGATED THERE UNDER, OR ANY FEDERAL, STATE OR LOCAL LAWS OR REGULATIONS PERTAINING TO JOB SAFETY AND HEALTH ARISING OUT OF, OR IN ANY WAY CONNECTED WITH THE PERFORMANCE OF THE WORK OR WORK TO BE PERFORMED ON THIS PROJECT. CONTRACTOR SHALL INDEMNIFY OWNER (INCLUDING THEIR AGENTS AND EMPLOYEES) FROM ANY SUCH CLAIMS, PENALTIES, SUITS OR ACTIONS, PUBLIC OR PRIVATE, ADMINISTRATIVE OR JUDICIAL, INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES PAID OR INCURRED BY, OR ON BEHALF OF OWNER, JOINTLY OR SEVERALLY, AND/OR THEIR AGENT AND EMPLOYEES. CONTRACTOR FURTHER AGREES IN THE EVENT OF A CLAIMED VIOLATION OF ANY FEDERAL, STATE OR LOCAL SAFETY AND HEALTH LAW OR REGULATION ARISING OUT OF, OR IN ANY WAY CONNECTED WITH THE PERFORMANCE OF THE WORK, OR WORK TO BE PERFORMED ON THIS PROJECT, OWNER MAY IMMEDIATELY TAKE ALL ACTIONS DEEMED NECESSARY TO REMEDY THE CLAIMED VIOLATIONS. ANY AND ALL COST OR EXPENSES PAID OR INCURRED BY OWNER IN TAKING SUCH ACTION SHALL BE BORNE SOLELY BY CONTRACTOR, AND CONTRACTOR AGREES TO PROTECT, HOLD HARMLESS AND INDEMNIFY OWNER AGAINST ANY AND ALL SUCH COST OR EXPENSES.

24. ALL WORK PERFORMED UNDER THIS CONTRACT, AND ALL EQUIPMENT, APPLIANCES, TOOLS AND LIKE ITEMS USED IN THE PERFORMANCE OF THE WORK SHALL CONFORM TO ALL APPLICABLE BUILDING AND SAFETY CODES, AND REGULATIONS OF ANY PUBLIC OR OTHER AUTHORITY HAVING JURISDICTION. IN THE EVENT OF CONFLICTING REQUIREMENTS, THE MORE STRINGENT INTERPRETATION OR REGULATION SHALL APPLY.

25. "HAZARDOUS MATERIALS" MEANS ANY SUBSTANCE WHICH:

A. THE PRESENCE OF REQUIRES INVESTIGATION OR REMEDIATION UNDER ANY PRESENT FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, OR

B. IS OR BECOMES DEFINED AS A "HAZARDOUS WASTE", "HAZARDOUS SUBSTANCE", POLLUTANT OR CONTAMINATE UNDER ANY PRESENT FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS OR AMENDMENTS, INCLUDING BUT NOT LIMITED TO, THE 1980 COMPREHENSIVE ENVIRONMENTAL RESPONSE COMPENSATION AND LIABILITY ACT (CERCLA) AND/OR THE 1976 RESOURCE CONSERVATION AND RECOVERY ACT (RCRA), OR

C. IS TOXIC, EXPLOSIVE, CORROSIVE, FLAMMABLE, INFECTIOUS, RADIOACTIVE, CARCINOGENIC, MUTAGENIC OR OTHERWISE HAZARDOUS AND IS REGULATED BY ANY GOVERNMENTAL AUTHORITY, AGENCY, DEPARTMENT, COMMISSION, BOARD OR INSTRUMENTALITY OF THE UNITED STATES, THE STATE(S) IN WHICH THE PROJECT IS LOCATED OR ANY POLITICAL SUBDIVISION THEREOF, OR

D. THE PRESENCE OF ON THE PREMISES CAUSES OR THREATENS TO CAUSE A NUISANCE UPON THE PREMISES OR TO ADJACENT PROPERTIES OR POSES OR THREATENS TO POSE A HAZARD TO THE HEALTH OR SAFETY OF PERSONS ON OR ABOUT THE PREMISES, OR

E. THE PRESENCE OF ON THE PREMISES CAUSES OR THREATENS TO CAUSE A NUISANCE UPON THE PREMISES OR TO ADJACENT PROPERTIES OR POSES OR THREATENS TO POSE A HAZARD TO THE ENVIRONMENT, OR

F. CONTAINS GASOLINE, DIESEL FUEL OR OTHER PETROLEUM HYDROCARBONS, OR (G) CONTAIN POLYCHLORINATED BIPHENYLS (PCB'S), ASBESTOS, MERCURY, LEAD OR UREA FORMALDEHYDE FOAM INSULATION.

26. CONTRACTOR AND ITS SUBCONTRACTORS SHALL PROPERLY USE, HANDLE, TRANSPORT AND DISPOSE OF ALL HAZARDOUS MATERIALS IN COMPLIANCE WITH ALL CURRENT APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, RULES, STATUTES, REGULATIONS OR PERMIT CONDITIONS, INCLUDING BUT NOT LIMITED TO, LAWFUL ORDERS OF ANY QUASI PUBLIC OR OTHER AUTHORITY HAVING JURISDICTION FOR THE SAFETY OF PERSONS OR PROPERTY OR FOR THE PROTECTION AGAINST INJURY, DAMAGE, OR LOSS TO PERSONNEL, EQUIPMENT OR MATERIALS, OR DESIGNED TO PROTECT THE ENVIRONMENT.

27. CONTRACTOR FURTHER AGREES THAT CONTRACTOR AND ITS SUBCONTRACTORS SHALL NOT CAUSE THE IMPROPER DISCHARGE, RELEASE OR DISPOSAL OF ANY HAZARDOUS MATERIALS OR SUBSTANCES CREATED BY ITS WORK ON OR ABOUT THE JOB SITE. IN THE EVENT OF ANY SPILL, RELEASE OR ANY OTHER REPORTABLE OCCURRENCE, CONTRACTOR SHALL TAKE ALL SUCH ACTIONS AS MAY BE NECESSARY TO MINIMIZE THE DELETERIOUS EFFECTS OF SUCH SPILL ON ANY PERSON OR PROPERTY, NOTIFY THE APPROPRIATE GOVERNMENTAL AGENCY AND NOTIFY OWNER IN WRITING.

28. CONTRACTOR AND ITS SUBCONTRACTORS SHALL, UPON COMPLETION OF PERFORMANCE OF ALL DUTIES UNDER THIS PROJECT, REMOVE ALL SUPPLIES, MATERIALS AND WASTE CONTAINING HAZARDOUS MATERIALS FROM THE JOB SITE. CONTRACTOR SHALL BEAR ALL FINANCIAL RESPONSIBILITY, BETWEEN THE PARTIES OF THE CONTRACT, FOR COMPLIANCE WITH THE PROVISIONS OF THESE GENERAL NOTES, SPECIFICATIONS OR AGREEMENT BETWEEN OWNER AND CONTRACTOR.

29. CONTRACTOR AGREES TO INDEMNIFY, DEFEND, PROTECT AND HOLD HARMLESS OWNER FROM AND AGAINST ANY CLAIMS INCLUDING, WITHOUT LIMITATION, ACTUAL ATTORNEY'S FEES AND ANY COST OF INVESTIGATION, SOIL TESTING, GOVERNMENTAL APPROVALS, REMEDIATION AND CLEANUP ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE FAILURE OF CONTRACTOR OR ITS SUBCONTRACTORS, OR THEIR AGENTS, EMPLOYEES, OFFICERS OR REPRESENTATIVES, TO COMPLY WITH THE TERMS OF THESE GENERAL NOTES.

30. SHOULD THE CONTRACTOR OR ITS SUBCONTRACTORS DISCHARGE, RELEASE OR DISPOSE OF ANY HAZARDOUS MATERIALS ON OR ABOUT THE JOB SITE IN VIOLATION OF THESE GENERAL NOTES, SPECIFICATIONS OR AGREEMENT BETWEEN OWNER AND CONTRACTOR OR IN THE EVENT OF ANY SPILL, RELEASE OR ANY REPORTABLE OCCURRENCES, CONTRACTORS SHALL IMMEDIATELY TAKE SUCH ACTIONS AS MAY BE NECESSARY TO MINIMIZE THE DELETERIOUS EFFECTS OF SUCH SPILLS ON PERSONS, PROPERTY OR THE ENVIRONMENT, NOTIFY THE APPROPRIATE GOVERNMENTAL AGENCY AND INFORM THE OWNER IN WRITING.

31. IN THE EVENT CONTRACTOR OR ANY OF ITS SUBCONTRACTORS ENCOUNTER ON THE PREMISES ANY PIPELINE, UNDERGROUND STORAGE TANK OR OTHER CONTAINER OF ANY KIND, THAT MAY CONTAIN A HAZARDOUS MATERIAL, OR ENCOUNTER ANY MATERIAL REASONABLY BELIEVED TO BE A HAZARDOUS MATERIAL, CONTRACTOR SHALL IMMEDIATELY STOP WORK IN THE AREA AFFECTED AND REPORT THE CONDITION TO THE OWNER IN WRITING.

GENERAL NOTES (continued)

32. A SUFFICIENT LABOR FORCE SHALL BE MAINTAINED TO UNDERTAKE THE SCOPE OF WORK THAT IS TO BE PERFORMED. PRIOR TO THE START OF EACH DAYS WORK, THE ON-SITE INSPECTOR SHALL APPROVE THE PERSONNEL PROVIDED BY THE CONTRACTOR TO INSURE THAT AN ADEQUATE NUMBER OF WORKERS ARE AVAILABLE AS WELL AS CAPABLE OF PROVIDING THE SKILLS NECESSARY TO PERFORM THE NECESSARY TASK. IF AT ANY TIME, DURING THE WORKING DAY, THE INSPECTOR FEELS THAT ADEQUATE PERSONNEL ARE NOT BEING PROVIDED, HE MAY STOP ALL WORK ACTIVITIES UNTIL THE CONTRACTOR CORRECTS THE SITUATION. THE CONTRACTOR'S SUPERINTENDENT SHALL BE FREE AT ALL TIMES TO SUPERVISE AND COORDINATE THE WORK IN PROGRESS WITH THE ON-SITE INSPECTOR WITHOUT BEING REQUIRED TO PERSONALLY OPERATE THE EQUIPMENT OF THE PROJECT.

33. LEON COUNTY SHALL RESERVE THE RIGHT TO SAMPLE ANY OR ALL MATERIALS TO DETERMINE THAT MATERIALS MEET SPECIFICATIONS. FAILURE TO MEET SPECIFICATIONS SHALL BE CAUSE FOR CANCELLATION OF DELIVERY, REJECTION OF MATERIALS PROVIDED FOR PARTIAL OR FULL PAYMENT DEDUCTION AS DETERMINED BY THE COUNTY REPRESENTATIVE.

34. THE EXACT LOCATION OF ALL UTILITIES IN THE VICINITY OF CONSTRUCTION ACTIVITIES SHALL BE DETERMINED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES PRIOR TO BEGINNING OF CONSTRUCTION AND COORDINATE SCHEDULES WITH UTILITY OWNERS DURING CONSTRUCTION.

35. THE LOCATION OF ALL UTILITIES HAS BEEN PROVIDED BY THE UTILITY OWNERS. CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION. THE ENGINEER, LCPW PROJECT MANAGER, AND UTILITY OWNER SHALL BE NOTIFIED IMMEDIATELY SHOULD ANY DISCREPANCIES BE FOUND.

36. PORTION OF THE WORK ON BEECH RIDGE TRAIL SOUTH OF THE INTERSECTION WILL BE CONSTRUCTED ON PROPERTY OWNED BY OTHERS. RIGHT OF ENTRANCE CONSTRUCTION IMPROVEMENTS IS ALLOWED PER AGREEMENT WITH COUNTY AND PROPERTY OWNER.

UTILITY CONTACTS:
WATER & SEWER: CITY OF TALLAHASSEE – BRIAN BARRY (850) 891-6140 (BRIAN.BARRY@TALGOV.COM)

ELECTRIC: CITY OF TALLAHASSEE – TINA DROSE (TINA.DROSE@TALGOV.COM AND

KENTON JAMES (850) 891-5016 (KENTON.JAMES@TALGOV.COM)

GAS: CITY OF TALLAHASSEE – PAUL CHANG (850) 891-5135 (PAUL.CHANG@TALGOV.COM)

TRAFFIC: CITY OF TALLAHASSEE – JOSH HOLLINGSWORTH (850) 891-0000 (JOSHUA.HOLLINGSWORTH@TALGOV.COM)

CITY OF TALLAHASSEE LAND USE AND ENVIRONMENTAL SERVICES – JAMES PAYNE (850) 891-7167

TELEPHONE: CENTURYLINK – DAVID POOLE (850) 877-6422 (DAVID.C.POOLE@CENTURYLINK.COM)

CABLE: COMCAST – ANDREW O'SHEA (850) 815-7831 (ANDREW_OSHEA@CABLE.COMCAST.COM

FIBER: METRONET

STORMWATER MANAGEMENT CONTROL OFFICER – ON-SITE CONTRACTORS REPRESENTATIVE AND

MS. BETSY THORPE (850) 606-1522

37. TREE PRUNING AND IMPACTS:
CONTRACTOR SHALL HIRE A CERTIFIED ARBORIST APPROVED BY LEON COUNTY PUBLIC WORKS TO PROVIDE ALL SERVICES RELATED TO TREE PRUNING AND IMPACTS TO ANY TREE THAT FALL WITHIN THE CRITICAL PROTECTION ZONE OF THE TREE. ARBORIST SHALL SUBMIT PROPOSED PRUNING AREAS AND METHODS TO LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT AND LEON COUNTY PUBLIC WORKS PROJECT MANAGER FOR APPROVAL PRIOR TO WORK AND EXCAVATION.

CONSTRUCTION NOTES

1. PRIOR TO CLEARING CONTRACTOR SHALL STAKE THE LIMITS OF CONSTRUCTION, FLAG ALL TREES TO BE REMOVED, AND NOTIFY THE PROJECT MANAGER AND COUNTY ENVIRONMENTAL INSPECTOR FOR VERIFICATION. ALL REMAINING TREES ARE TO BE PROTECTED AS SHOWN IN THE DETAILS. CONTRACTOR IS REQUIRED, AT ALL TIMES, TO MINIMIZE IMPACTS TO EXISTING TREES AND VEGETATION.

2 ALL EXCESS MATERIALS EXCAVATED THAT ARE NOT NEEDED FOR CONSTRUCTION OF THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED AT HIS EXPENSE AT A SAFE UPLAND LOCATION. MATERIALS SHALL BE STOCKPILED SEPARATELY INTO USEABLE (NONORGANIC) FILL STOCKPILES AND ORGANIC (MUCK) STOCKPILES IF MUCK IS ENCOUNTERED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ESTABLISH A STAGING AREA WITH THE COUNTY ENGINEER'S REVIEW AND APPROVAL PRIOR TO COMMENCEMENT OF CONSTRUCTION. CONTRACTOR IS ALSO RESPONSIBLE FOR OBTAINING NECESSARY PERMITS IF REQUIRED BY ANY AGENCIES. IF THE STAGING AREA IS OUTSIDE THE COUNTY'S RIGHT-OF-WAY OR PROPERTIES, CONTRACTOR IS REQUIRED TO OBTAIN A TEMPORARY STAGING AREA PERMIT FROM LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT DEPARTMENT.

3. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THE PLANS HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE, AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE DESIGN ENGINEER ASSUMES NO RESPONSIBILITY FOR ACCURACY. PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE VARIOUS UTILITIES AND TO MAKE THE NECESSARY ARRANGEMENTS FOR ANY RELOCATIONS OF THESE UTILITIES WITH THE OWNER OF THE UTILITY. THE CONTRACTOR SHALL EXERCISE CAUTION WHEN CROSSING AN UNDERGROUND UTILITY, WHETHER SHOWN ON THE PLANS OR LOCATED BY THE UTILITY COMPANY.

4. ALL DITCHES, PONDS, ROADWAYS AND ADJACENT SECTIONS SHALL BE GRADED TO DRAIN POSITIVELY IN THE DIRECTION SHOWN ON THE PLANS AND TO PROVIDE A SMOOTHLY TRANSITIONED SURFACE WITH NO SHARP BREAKS IN GRADE, OR NO UNUSUALLY STEEP OR REVERSE CROSS SLOPES.

5. ALL PRIVATE AND PUBLIC PROPERTY AFFECTED BY THIS WORK SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN EXISTED BEFORE COMMENCING CONSTRUCTION WORK, UNLESS SPECIFICALLY EXEMPTED BY THE PLANS. COST TO BE INCIDENTAL TO OTHER CONSTRUCTION AND NO EXTRA COMPENSATION TO BE ALLOWED.

6. ALL CROSS DRAINS, SIDE DRAINS, AND DRIVEWAY CULVERTS WILL HAVE END TREATMENTS SUCH AS MITERED ENDS, HEAD WALLS, OR SAND CEMENT BAGS. ALL CROSS DRAINS AND CULVERTS SHALL BE CLEANED OF ALL SILT OR DEBRIS PRIOR TO COMPLETION OF CONSTRUCTION.

7. ASPHALT IS TO BE APPLIED AS SHOWN IN THE TYPICAL SECTIONS AND DETAILS OF THIS PLANS SET.

8. RELOCATE ALL ROAD SIGNS WITHIN THE PROJECT LIMITS THAT WILL BE IMPACTED BY THE CONSTRUCTION. ANY EXISTING DAMAGED SIGNS OR POST SHALL BE REPLACED WITH LIKE SIGNS MEETING THE REQUIREMENTS OF THE MUTCD & FDOT.

9. ALL METER BOXES, VALVE BOXES, MANHOLES, AND OTHER UTILITY APPEARANCES SHALL BE RELOCATED TO REFLECT THE PROPOSED GRADE AND SLOPE.

10. ANY EXISTING VALVE BOXES OR MANHOLES WITHIN THE LIMITS OF CONSTRUCTION SHALL BE RAISED AS NECESSARY TO MATCH PROPOSED CONDITIONS

11. CONTRACTOR IS RESPONSIBLE TO RESTORE ANY DISTURBANCE BEYOND THE PERMITTED LIMITS OF CLEARING.

12. SHOULD THE CONTRACTOR ENCOUNTER ANY HISTORIC ARTIFACTS THEN CONSTRUCTION ACTIVITY SHALL CEASE IN THE VICINITY OF ANY FOUND ARTIFACTS AND THE APPROPRIATE AUTHORITIES SHALL BE NOTIFIED.

13. SHOULD THE CONTRACTOR ENCOUNTER ANY KARST/LIMESTONE DURING EXCAVATION EFFORTS THE DESIGN ENGINEER, LEON COUNTY PROJECT MANAGER AND LEON COUNTY ENVIRONMENTAL INSPECTOR SHALL BE NOTIFIED IMMEDIATELY. A MINIMUM OF 3 FEET OF UNCONSOLIDATED SOIL MUST BE IN PLACE BETWEEN THE BOTTOM OF EXCAVATED AREAS AND LIMESTONE.

14. THE STOCKPILING OF MATERIAL MAY REQUIRE AN ADDITIONAL PERMIT BY THE CONTRACTOR.

15. COMPACTION OF EMBANKMENT SHALL BE PERFORMED IN ACCORDANCE WITH LEON COUNTY STANDARD SPECIFICATIONS (SECTION 120).

R E V I S I O N S

NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE

GENERAL NOTES

OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002

SCALE: AS SHOWN

DATE: 11/06/2025

DRAWING: 2

CONSTRUCTION SEQUENCE:

1. THE CONTRACTOR SHALL REQUEST AN ON-SITE PRE CONSTRUCTION CONFERENCE WITH LEON COUNTY PUBLIC WORKS (LCPW), CITY OF TALLAHASSEE LAND USE AND DEVELOPMENT DIVISION (850-891-7167), AND LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT DEPARTMENT (LCDSEM), NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT (NWFWMD) AND ALL UTILITY PROVIDERS PRIOR TO ANY CONSTRUCTION ACTIVITY.

2. THE CONTRACTOR SHALL FIRST CONSTRUCT SEDIMENTATION/EROSION CONTROLS. CONSTRUCTION ACTIVITY SHALL NOT COMMENCE UNTIL THE SEDIMENT CONTROLS HAVE BEEN INSPECTED AND APPROVED BY THE LEON COUNTY ENVIRONMENTAL INSPECTOR.

3. ADDITIONAL SEDIMENT AND EROSION CONTROL MEASURES MAY BE REQUIRED, DURING ANY PHASE OF DEVELOPMENT, AT THE DISCRETION OF THE CITY OF TALLAHASSEE'S ENVIRONMENTAL INSPECTOR.

4. CLEARLY "FLAG" THE LIMITS OF CONSTRUCTION AND COMPLETE ALL ARBORIST ACTIVITIES INCLUDING TREE PRUNING, ROOT PRUNING AND AND FERTILIZATION FOR ANY AND ALL TECHNICAL TREE REMOVALS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

5. THE CONTRACTOR SHALL VERIFY LOCATION OF ALL ABOVE GROUND AND UNDERGROUND UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION.

6. CLEAR AND GRUB THE WORK AREA AND INSTALL ALL EROSION CONTROL MEASURES.

7. CONSTRUCT ALL SIDEWALKS, CURB AND GUTTER, CURB RAMPS, DRIVEWAY TURNOUTS, AND CROSSWALK STRIPINGS.

8. THE CONTRACTOR SHALL PROVIDE THE AS-BUILT SURVEY TO DESIGN ENGINEER FOR REVIEW AND ACCEPTANCE OF THE FINAL COMPLETION. AS-BUILT PLANS/SURVEY SHALL BE SUBMITTED TO THE DESIGN ENGINEER FOR REVIEW 30 DAYS PRIOR TO THE CONTRACTORS REQUEST FOR A FINAL INSPECTION FROM LCDSEM. CONTRACTOR SHALL ALSO SUBMIT TO LCDSEM CERTIFIED AS-BUILTS AND DESIGN ENGINEERS CERTIFICATION STATEMENT 20 DAYS PRIOR REQUEST OF FINAL INSPECTION. ALL AREAS SHALL BE STABILIZED AND LANDSCAPED PRIOR TO ANY REQUEST FOR A FINAL INSPECTION.

CONSTRUCTION ACTIVITY WITHIN THE CRITICAL PROTECTION ZONE OF ANY PROTECTED TREE SHALL BE EVALUATED BY THE CONTRACTOR'S CERTIFIED ARBORIST OR REGISTERED LANDSCAPE ARCHITECT (A-LA). THE A-LA SHALL EVALUATE THE CURRENT HEALTH AND CONDITION OF THE TREE AND EVALUATE THE IMPACTS THAT WILL BE IMPOSED BY CONSTRUCTION ACTIVITY. THE GROWTH MANAGEMENT ARBORIST AND THE CONTRACTOR'S A-LA SHALL COLLABORATE AND DETERMINE THE BEST COURSE OF ACTION AND CARRY OUT THE ARBORICULTURAL MITIGATION TECHNIQUES NECESSARY TO MITIGATE THE CONSTRUCTION IMPACTS IN ORDER TO REASONABLY ENSURE THE LONG TERM HEALTH AND SAFETY OF THE TREE. IN CASES WHERE MITIGATION TECHNIQUES CANNOT REASONABLY ENSURE LONG TERM HEALTH AND SAFETY OF THE TREE A RECOMMENDATION FOR REMOVAL SHALL BE DOCUMENTED AND PRESENTED TO THE PERMITTEE FOR FURTHER ACTION. IN CASES WHERE THE A-LA AND THE GROWTH MANAGEMENT ARBORIST CANNOT COME TO MUTUAL AGREEMENT, A RECOMMENDATION SHALL BE REQUESTED FROM THE LEON COUNTY EXTENSION URBAN FORESTER.

PERMITTEE SHALL CAUSE CONTRACTOR'S A-LA TO PROVIDE A LANDSCAPING AND URBAN FOREST COMPLIANCE REPORT PREPARED IN ACCORDANCE WITH LEON COUNTY LDC 10-4.208 & TLDC SECTION 5-64 AT LEAST SEVEN DAYS PRIOR TO REQUESTING A FINAL ENVIRONMENTAL INSPECTION. THE REPORT SHALL INCLUDE DOCUMENTATION DETAILING THE MITIGATION EFFORTS IMPOSED ON EACH IMPACTED TREE. RECONCILIATION OF THE DEFERRED IMPACTED TREE REPLACEMENT REQUIREMENTS SHALL OCCUR AT TIME OF SUBMITTAL OF THE COMPLIANCE REPORT IN ACCORDANCE WITH LEON COUNTY LDC 10-4.351 & TLDC SECTION 5-83(J).

TRAFFIC CONTROL GENERAL NOTES

TRAFFIC CONTROL NOTES:
THIS PROJECT ANTICIPATES THE NEED FOR TRAFFIC CONTROL DEVICES LISTED IN THE MANUAL FOR UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) ROADWAY STANDARD INDICES. CONTRACTOR SHALL DEVELOP A TEMPORARY TRAFFIC CONTROL PLAN (TTCP) WHICH SHALL BE APPROVED BY DRMP PROJECT ENGINEER AND COUNTY ENGINEER PRIOR TO START OF CONSTRUCTION. MOT SHALL BE DEVELOPED BY SOMEONE CERTIFIED/QUALIFIED IN ADVANCED MAINTENANCE OF TRAFFIC, THE CONTRACTOR SHALL INSPECT, MAINTAIN AND MODIFY THROUGHOUT THE PROJECT CONSTRUCTION.
THE CONTRACTOR'S TTCP SHALL ACCOMPLISH ALL OF THE FOLLOWING:
1. CONTRACTOR SHALL MEET TTCP STANDARDS SET BY FDOT S.P. 102
2. PAYMENT FOR ALL MAINTENANCE OF TRAFFIC SHALL BE LUMP SUM AND INCLUDE ALL ITEMS NECESSARY FOR TEMPORARY TRAFFIC CONTROL OF VEHICULAR USE SHALL INCLUDE BUT NOT BE LIMITED TO BARRIER WALL, TEMPORARY ROAD STABILIZATION, ALTERNATING COMPACTION, FLAGMEN, SIGNAGE AND MESSAGE BOARDS.
3. THE EXISTING POSTED SPEED WITHIN THE WORK ZONE IS TO BE MAINTAINED DURING TRAFFIC CONTROL OPERATIONS. TRAFFIC SHALL BE MAINTAINED ON PAVED SURFACES AT ALL TIMES.
4. EXISTING LANE WIDTHS SHALL BE MAINTAINED.
5. ALL EXISTING SIGNS AND PAVEMENT MARKINGS WHICH CONFLICT WITH THE TRAFFIC CONTROL PLAN DURING CONSTRUCTION SHALL BE REMOVED OR TEMPORARILY RELOCATED AS NECESSARY PRIOR TO THE DIVERSION OF TRAFFIC AND THE COMMENCEMENT OF CONSTRUCTION.
6. ACCESS TO ALL PROPERTIES SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION. PHASE DRIVEWAY CONSTRUCTION AS NECESSARY TO MAINTAIN ACCESS AT ALL TIMES.
7. CONSTRUCTION EQUIPMENT DRIVEN ON THE OPEN ROAD SHALL UTILIZE FDOT S.P. 102-607.
8. UTILIZE FDOT S.P. 522-001, 522-002, & 520-001 FOR PEDESTRIAN SIDEWALK, CURB RAMP, AND CURB & GUTTER CONSTRUCTION.
9. LANE CLOSURE RESTRICTIONS: 7AM - 9AM AND 4PM-7PM MONDAY THROUGH FRIDAY.
10. PEDESTRIAN TRAFFIC SHALL BE MAINTAINED PER FDOT S.P. 102 AT ALL TIMES DURING CONSTRUCTION.
11. THE 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. THE CONTRACTOR IS TO PROVIDE THE AREA FOR STORING EQUIPMENT.
12. NO NIGHT WORK SHALL BE PERFORMED UNLESS ADEQUATE LIGHTING IS PROVIDED AND APPROVAL GIVEN BY THE COUNTY ENGINEER OR HIS DESIGNEE. IF THE EXISTING LIGHTING IS NOT ADEQUATE, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ARTIFICIAL LIGHTING THAT SHALL BE APPROVED BY THE COUNTY ENGINEER OR DESIGNEE.
13. OBSTRUCTIONS AND BARRICADES SHALL BE LIGHTED AT NIGHT AND SUCH LIGHTS SHALL BE KEPT BURNING FROM SUNSET TO SUNRISE. ALL SUCH SIGNING AND TRAFFIC CONTROL WITHIN THE LIMITS OF THE PROJECT SHALL BE DONE IN ACCORDANCE WITH THE ENGINEER OR HIS DESIGNEE, APPLICABLE OSHA REGULATIONS AND MUTCD, PART VI.
14. MAINTAIN ACCESS TO ADJOINING PROPERTIES AT ALL TIMES. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL EXISTING STREETS AND PRIVATE ENTRANCES THROUGHOUT PROJECT CONSTRUCTION. AS NOTED HEREON.
15. NOTIFY TRANSIT AND SCHOOL BOARD OF PROPOSED WORK SCHEDULE.
16. THE CONTRACTOR SHALL FURNISH, ERECT, AND MAINTAIN ALL NECESSARY BARRICADES, WARNING, AND DANGER SIGNS SUITABLE AND ADEQUATE LIGHTS, PROVIDE FLAGMEN WHERE NECESSARY TO DIRECT TRAFFIC, AND TAKE ALL OTHER PRECAUTIONS TO PROTECT THE WORK AND THE PUBLIC.
17. CONTRACTOR SHALL MAINTAIN ACCESS TO BUSINESSES AT ALL TIMES.

GENERAL NOTES - ENVIRONMENTAL:

1. CONTRACTOR SHALL FOLLOW TRICOLOR BAT REQUIREMENTS IF TRICOLOR BATS ARE IDENTIFIED TO BE IN AND AROUND THE PROJECT AREA. PLEASE REFER TO THE FLORIDA FISH AND WILDLIFE CONVSERVATION COMMISSION WEBSITE FOR MORE INFORMATION. https://myfwc.com/wildlifehabitats/profiles/mammals/bats/tricolored-bat/.

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 at http://www.dep.state.fl.us/water/stormwater/npdes/permits_forms.htm.

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.

CONTRACTOR NOTICE:

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 INCLUDING THE PRE CONSTRUCITON MEETING, PER TLDC SECTION 5-56(C)(1)A 5 . IN ADDITION, THE CONTRACTOR SHALL PROVIDE THE NAME AND PHONE NUMBER OF THE INSPECTOR AT THE PRE-CONSRUCTION MEETING.

EROSION CONTROL GENERAL NOTES:

1. EROSION CONTROL MEASURES ARE TO BE ACCOMPLISHED PRIOR TO ANY CONSTRUCTION ON THE SITE AND MAINTAINED UNTIL PERMANENT GROUND COVER IS ESTABLISHED.
2. ADDITIONAL EROSION CONTROL MEASURES WILL BE EMPLOYED WHERE DETERMINED NECESSARY BY ACTUAL SITE CONDITIONS.
3. ALL DEVICES ARE TO BE MAINTAINED AND REPAIRED ON A REGULAR BASIS. EXCESS SEDIMENT TO BE REMOVED WHEN SILT REACHES ONE-HALF (1/2) THE HEIGHT OF THE FENCE.
4. ALL DISTURBED AREAS TO BE LEFT IDLE LONGER THAN 14 DAYS MUST BE STABILIZED WITH QUICK GROW GRASS SEED AND MULCH. TEMPORARY GRASSING SHALL BE INSTALLED NOT LESS THAN TWO (2) DAYS AFTER COMPLETION OF GRADING ACTIVITIES.
5. ALL DRAINAGE STRUCTURES TO BE EROSION PROOFED (EXTEND RIPRAP SIX TIMES PIPE DIAMETER FROM DOWNSTREAM END) ALL RIPRAP SHALL BE TYPE 1 STONE PLAIN WITH A MINIMUM THICKNESS OF 18" IN ACCORDANCE WITH FDOT STANDARD SPECIFICATIONS (LATEST EDITION).
6. ALL HEAD WALLS ARE TO HAVE STORM DRAIN OUTLET PROTECTION AND SILT TRAP DITCHES.
7. SILT FENCE MUST MEET THE REQUIREMENTS OF FDOT STANDARD SPECIFICATIONS (LATEST EDITION).
8. PERMANENT VEGETATION SHALL BE INSTALLED AS SOON AS PRACTICAL FOLLOWING FINAL GRADING.
9. NOTIFY CITY OF TALLAHASSEE PROJECT MANAGER AND ENGINEER 48 HOURS PRIOR TO CONSTRUCTION.
10. EROSION CONTROL MEASURES WILL BE INSPECTED AT LEAST WEEKLY AND AFTER EACH RAIN, AND REPAIRED BY THE GENERAL CONTRACTOR AS NEEDED.
11. CONTRACTOR TO COMPLETELY SECURE FROM EROSION ANY STOCK PILE OF EARTHEN MATERIALS. THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ANY MATERIAL STOCKPILE LOCATIONS PRIOR COMMENCING WORK. THE LOCATIONS WILL BE CONFIRMED WITH THE DESIGN ENGINEER AND CONTRACTING OFFICER, AND THE ESPC PLANS WILL BE "REDLINED" WITH APPROPRIATE BMP'S TO REFLECT THE LOCATIONS.
12. EROSION AND SEDIMENTATION CONTROL MEASURES AND PRACTICES SHALL BE MAINTAINED AT ALL TIMES. ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES AND PRACTICES SHALL BE INSTALLED IF DEEMED NECESSARY BY ON-SITE INSPECTION.
13. ALL DESIGN WILL CONFORM TO AND ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF FDOT AND CITY OF TALLAHASSEE.
14. ADDITIONAL EROSION CONTROL DEVICES SHALL BE INSTALLED AS REQUIRED BY THE ENGINEER, CITY REPRESENTATIVE OR, AS CONDITIONS MAY DICTATE.
15. MAXIMUM CUT OR FILL SLOPES IS 1V:3H, UNLESS SPECIFIED OTHERWISE.
16. MAINTENANCE OF ALL SOIL EROSION AND SEDIMENTATION CONTROL MEASURES AND PRACTICES, WHETHER TEMPORARY OR PERMANENT, SHALL BE AT ALL TIMES THE RESPONSIBILITY OF THE CONTRACTOR.
17. DETENTION POND, DETENTION OUTLET STRUCTURES AND TEMPORARY SEDIMENT POND FEATURES AND ALL EROSION CONTROL MEASURES ARE TO BE CONSTRUCTED AND FULLY OPERATIONAL PRIOR TO ANY OTHER CONSTRUCTION OR GRADING.
18. DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY VEGETATION OR MULCH IF LAND-DISTURBING ACTIVITIES CEASE FOR MORE THAN 14 CALENDAR DAYS.
19. ALL FILL SLOPES SHALL HAVE SILT FENCE PLACED AT THE SLOPE'S TOE.
20. THE FLORIDA REGISTERED PROFESSIONAL ENGINEER WHO SEALS THIS PLAN CERTIFIES UNDER PENALTY OF LAW THAT THIS PLAN WAS PREPARED AFTER A SITE VISIT TO THE LOCATIONS DESCRIBED HEREIN BY THE PROFESSIONAL OR THE PROFESSIONAL'S AUTHORIZED AGENT, UNDER THE PROFESSIONAL'S DIRECT SUPERVISION.
21. NO WASTE WILL BE DISPOSED INTO STORM WATER INLET OR WATER OF THE STATE.
22. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE.
23. ADEQUATE ROOM HAS BEEN PROVIDED WITHIN THE PROJECT LIMITS FOR REMOVAL of BMP's. THE CONTRACTOR SHALL NOT DISTURB AREAS OUTSIDE/BEYOND THE LIMITS OF CONSTRUCTION/DISTURBANCE TO REMOVE BMP'S.

TREE LEGEND

LVK	LIVE OAK
WRK	WATER OAK
RDK	RED OAK
LRLK	LAUREL OAK
PTK	POST OAK
TRK	TURKEY OAK
BLK	BLACK OAK
SMK	SHUMARD OAK
PN	PINE
LGLP	LONGLEAF PINE
SDP	SAND PINE
SLP	SHORTLEAF PINE
LBYP	LOBLOLLY PINE
SRUP	SPRUCE PINE
CPH	CAMPHOR
DOG	DOGWOOD
GUM	SWEETGUM
RMPL	RED MAPLE
CHY	CHERRY
HKY	HICKORY
MAG	MAGNOLIA
CDR	CEDAR
PCN	PECAN
SYC	SYCAMORE
MUL	MULBERRY
BAY	BAY
TAL	TALLOWTREE
POP	POPLAR
CHLL	CHERRY LAUREL
SWCK	SWAMP CHESTNUT OAK
OB	ORNAMENTAL SHRUB/BUSH
OT	ORNAMENTAL TREE
ELM	DRAKE ELM
PARA	CHINESE PARASOLTREE
CBY	CHINABERRY

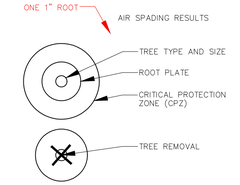
LEGEND

NO.	NUMBER
BM	BENCH MARK
TBM	TEMPORARY BENCH MARK
NAD	NORTH AMERICAN DATUM DATUM, 1983
NAVD	NORTH AMERICAN VERTICAL DATUM, 1988
NGVD	NATIONAL GEODETIC VERTICAL DATUM, 1929
PES	POOLE ENGINEERING & SURVEYING
COT	CITY OF TALLAHASSEE
ALTA	AMERICAN LAND TITLE ASSOCIATION
DOT	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
ACSM	AMERICAN CONGRESS ON SURVEYING & MAPPING
NSPS	NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS
(S)	SURVEY INFORMATION
(D)	DEED INFORMATION
(P)	PLATTED DATA
ALUM.	ALUMINUM
(C)	CALCULATED DATA
POC	POINT OF COMMENCEMENT
POB	POINT OF BEGINNING
SEC.	SECTION
T___	TOWNSHIP
R___	RANGE
O.R.	OFFICIAL RECORDS
Δ	CENTRAL ANGLE
R	RADIUS
L	LENGTH
CH	CHORD BEARING & DISTANCE
PI	POINT OF INTERSECTION
PT	POINT OF TANGENCY
POT	POINT OF TANGENT
PC	POINT OF CURVE
PCC	POINT OF COMPOUND CURVE
PRC	POINT OF REVERSE CURVE
R\W	RIGHT-OF-WAY
℄	CENTER LINE
R\R	RAILROAD
SR	STATE ROAD
SRD	STATE ROAD DEPARTMENT
EL	ELEVATION
FFE	FINISH FLOOR ELEVATION
INV	INVERT ELEVATION
OHW	OVERHEAD WIRE
UP	UTILITY POLE
TELE	TELEPHONE
CONC	CONCRETE
CO	CLEAN OUT
WM	WATER METER
WV	WATER VALVE
FH	FIRE HYDRANT
GV	GAS VALVE
CMP	CORRUGATED METAL PIPE
RCP	REINFORCED CONCRETE PIPE
HDPE	HIGH DENSITY POLYETHYLENE
SSMH	SANITARY SEWER MANHOLE
SDMH	STORM DRAIN MANHOLE
CLF	CHAIN LINK FENCE
MB	MAIL BOX
C-PED	CABLE PEDESTAL
T-PED	TELEPHONE PEDESTAL

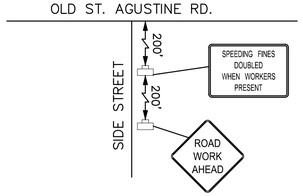
(A 1) -DENOTES DRIVEWAY CONNECTION TYPE PER FDOT STANDARD INDEX 515

(CR G) -DENOTES CURB RAMP TYPE PER FDOT STANDARD INDEX 304

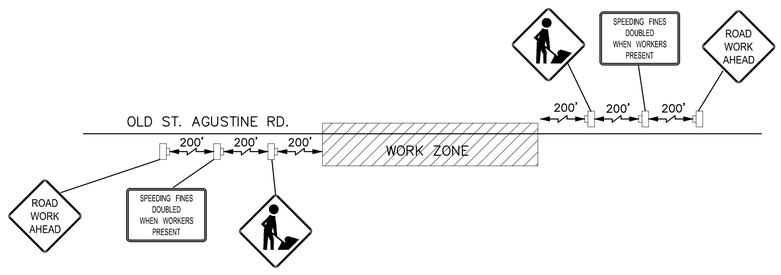
SS — SANITARY SEWER LINE EXISTING
W — WATER MAIN EXISTING
OT — OVERHEAD TELEPHONE EXISTING
OE — OVERHEAD ELECTRIC LINE EXISTING
UE — UNDERGROUND ELECTRIC LINE EXISTING
UT — UNDERGROUND TELEPHONE LINE EXISTING
Gas — UNDERGROUND GAS LINE EXISTING
UG — UNDERGROUND CABLE TELEVISION LINE EXIST
UFO — UNDERGROUND FIBER OPTIC CABLE LINE EXIST
EXISTING FENCE
EXISTING WETLAND LINE
RIGHT OF WAY/PROPERTY LINE
DENSE WOODED AREA



OLD ST AUGUSTINE SIDEWALK RIGHT-OF-WAY SUMMARY TABLE				
PARCEL NO.	TYPE	TAX ID NO.	ADDRESS	APPRX. STATION
101	TAKE	3105202020000	1603 OLD ST AUGUSTINE RD	15+00 RIGHT
102	TAKE	3105200350000	2000 OLD ST AUGUSTINE RD	35+00 LEFT
900	ROE	3105200350000	2000 OLD ST AUGUSTINE RD	36+50 LEFT
703	TCE	3105204010000	N/A	43+20 LEFT
705	TCE	3105204070000	1314 PAUL RUSSELL RD	48+60 LEFT



SIDE STREET CONSTRUCTION SIGNING



CONSTRUCTION SIGNING

ADVANCED WARNING SIGNS

TEMPORARY CONSTRUCTION EASEMENT NOTES:

1. THE COUNTY AGREES THAT, DURING ITS CONSTRUCTION OF THE PROJECT, DRIVEWAY ACCESS TO OWNER'S PROPERTY WILL NEVER BE COMPLETELY BLOCKED AND A PORTION OF THE DRIVEWAY WILL REMAIN OPEN THROUGHOUT CONSTRUCTION FOR INGRESS AND EGRESS BY OWNER AND ITS TENANTS. THE COUNTY FURTHER AGREES THAT CONSTRUCTION ACTIVITIES REQUIRING ANY PORTION OF THE DRIVEWAY ACCESS TO OWNER'S PROPERTY TO BE BLOCKED WILL BE PERFORMED ON THE WEEKENDS, I.E. ON SATURDAY OR SUNDAY, SO AS TO MINIMIZE INTERFERENCE WITH USE OF THE PROPERTY BY OWNER AND ITS TENANTS.
2. THE CONTRACTOR SHALL NOTIFY THE COUNTY 48 HOURS PRIOR TO WORK WITHIN ANY TEMPORARY CONSTRUCTION EASEMENT. THE COUNTY FURTHER AGREES TO PROVIDE A MINIMUM OF 24 HOURS' NOTICE BEFORE COMMENCING ANY CONSTRUCTION WHICH WILL PARTIALLY BLOCK DRIVEWAY ACCESS TO OWNER'S PROPERTY. SUCH NOTICE WILL BE VIA ELECTRONIC MAIL TO MICHAEL GORGE AT MICHAEL@MDGORGE.COM OR TO MATTHEW GORGE AT MATTHEW@CREEDI.COM. THIS NOTICE REQUIREMENT DOES NOT CONTEMPLATE A WRITTEN RESPONSE FROM THE OWNER PRIOR TO COMMENCEMENT OF SAID CONSTRUCTION, AND THE COUNTY SHALL BE IN COMPLIANCE WITH THE TERMS OF THIS AGREEMENT SO LONG AS WRITTEN NOTICE IS SUBMITTED AT LEAST 24 HOURS PRIOR TO COMMENCEMENT OF SAID CONSTRUCTION.

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

LEGEND AND NOTES

OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.3900 WWW.DRMP.COM

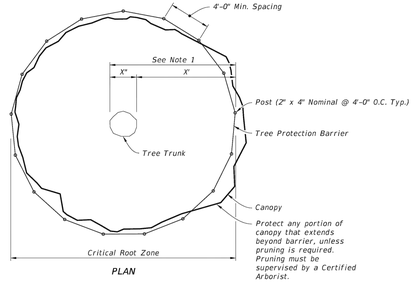
Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 3

P:\Projects\15\15-0513.002_Old_St_Aug_Rd_S-W_Fin_Plans_Perm_&_Cons\CADD\02 - GENERAL NOTES.dwg Plotted: Nov 18, 2025 - 12:01pm by Blennon

NOTES:

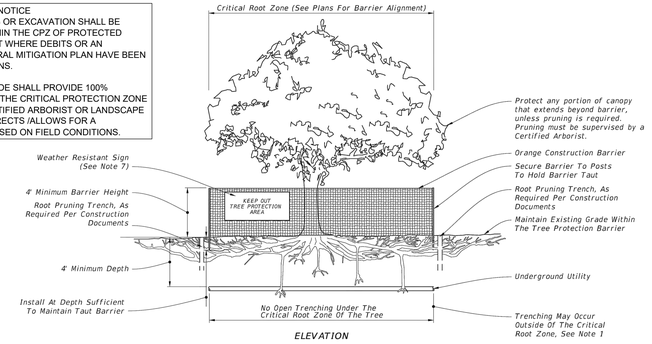
1. Critical Root Zone: Extends in all directions from trunk of tree to a distance equal to one foot per inch of trunk diameter at breast height.
2. Staging, storage, dumping, washing and operation of equipment is not permitted within the limits of the tree protection barrier, including during barrier installation.
3. Install all tree protection prior to commencement of construction and remove when directed by the Engineer. Maintain protection at all times.
4. For closely spaced groups of trees, place the tree protection barrier around the entire group.
5. Inspect trunk protection and tree quarterly to prevent girdling. Adjust bands to allow tree growth as needed.
6. See plans for any additional requirements or modifications within the tree protection area.
7. Place weather resistant sign every 50' along the barrier, with 6" minimum text height and provide text in English and Spanish. Sign should read " Keep Out Tree Protection Area".
8. Alternate tree protection systems approved by the Engineer may be used in lieu of the tree protection barrier detailed on this Index as long as the critical root zone is protected.
9. The Critical Root Zone may be reduced, in the field, by a certified Arborist or Landscape Architect.



PLAN

CONTRACTOR NOTICE
NO TRENCHING OR EXCAVATION SHALL BE ALLOWED WITHIN THE CPZ OF PROTECTED TREES, EXCEPT WHERE DEBITS OR AN ARBORICULTURAL MITIGATION PLAN HAVE BEEN NOTED ON PLANS.

TREE BARRICADE SHALL PROVIDE 100% COVERAGE OF THE CRITICAL PROTECTION ZONE UNLESS A CERTIFIED ARBORIST OR LANDSCAPE ARCHITECT DIRECTS /ALLOWS FOR A REDUCTION BASED ON FIELD CONDITIONS.



ELEVATION

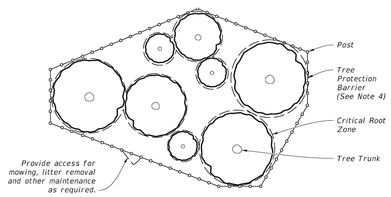
TREE PROTECTION BARRIER

Notes for tree mitigation: Construction Contractor's Arborist will confirm the proposed tree mitigation plan for mitigated trees at the time of the pre-construction conference.

Construction activity within the critical protection zone of any protected tree shall be evaluated by the Contractor's Certified Arborist or Registered Landscape Architect (A-LA). The A-LA shall evaluate the current health and condition of the tree and evaluate the impacts that will be imposed by construction activity. The Growth Management Arborist and the Contractor's A-LA shall collaborate and determine the best course of action and carry out the arboricultural mitigation techniques necessary to mitigate the construction impacts in order to reasonably ensure the long term health and safety of the tree. In cases where mitigation techniques cannot reasonably ensure long term health and safety of the tree a recommendation for removal shall be documented and presented to the permittee for further action. In cases where the A-LA and the Growth Management Arborist cannot come to mutual agreement, a recommendation shall be requested from the Leon County Extension Urban Forester.

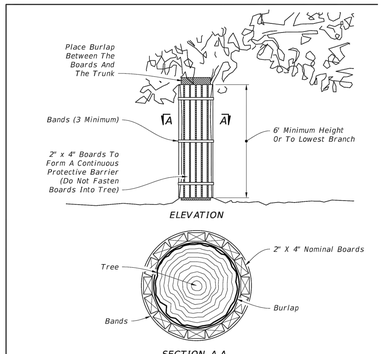
Permittee shall cause Contractor's A-LA to provide a landscaping and urban forest compliance report prepared in accordance with TLDC section 5-64 at least seven days prior to requesting a final environmental inspection. The report shall include documentation detailing the mitigation efforts imposed on each impacted tree. Reconciliation of the deferred impacted tree replacement requirements shall occur at time of submittal of the compliance report in accordance with TLDC section 5-83(J).

Vacant residential lots are undeveloped, and all trees 2" and greater are deemed protected on these properties. When construction activity takes place within the cpz of any of these trees, an arborist shall ensure they are left in a safe condition and have not been too greatly impacted and require removal.



PLAN

PROTECTION BARRIER FOR TREE GROUPINGS



NOTES:

1. Trunk protection may be used when Tree Protection Barrier can not be reasonably erected, when approved by Engineer.
2. Adjust bands to allow tree growth (inspect quarterly to prevent girdling).

TRUNK PROTECTION

1. Tree Removal & Debits

TREE SPECIES AND SIZE	STATION	OFFSET	TREE TAG	Action	IN R/W	PRIVATE PROPERTY LAND USE	CREDITS	DEBITS
34" GUM	2+22.80	19.73 R	502	HAZARD - TO BE REMOVED	YES	N/A		
12" PINE	8+53.17	21.01 R	519	TO BE REMOVED	YES	N/A		4
14" GUM	10+97	33.4 R	528	TO BE REMOVED	YES	N/A		6
2" CHERRY LAUREL	14+86	33.0 R		TO BE REMOVED	NO	RESIDENTIAL		1
2" CHERRY LAUREL	14+89	31.0 R		TO BE REMOVED	YES	N/A		1
2" CHERRY LAUREL	14+89.2	34.0 R		TO BE REMOVED	NO	RESIDENTIAL		1
2" CHERRY LAUREL	15+07	31.2 R		TO BE REMOVED	NO	RESIDENTIAL		1
10" HICKORY	35+77	29.2 L	575	TO BE REMOVED	YES	N/A		10
22" LAUREL OAK	38+00.04	29.35 L	576	TO BE REMOVED	YES	N/A		8
18" WATER OAK	45+53.23	22.34 L	592	TO BE REMOVED	YES	N/A		6
9" LAUREL OAK	47+17.20	20.95 L	594	TO BE REMOVED	YES	N/A		4
2" CHERRY LAUREL	48+63.59	25.88 L		TO BE REMOVED	NO	RESIDENTIAL		1
8" WATER OAK	48+75.2	26.1 L		TO BE REMOVED	NO	RESIDENTIAL		4
							TOTAL DEBITS	47

2. Tree Preservation Credits

TREE SPECIES AND SIZE	STATION	OFFSET	TREE TAG	Action	IN R/W	PRIVATE PROPERTY LAND USE	CREDITS	DEBITS
4" HICKORY	4+97	34 L		PRESERVE	YES	N/A	5	
16" GUM	4+99	36 R		PRESERVE	YES	N/A	5	
15" GUM	5+28	35 R		PRESERVE	YES	N/A	5	
14" LAUREL OAK	5+38	34 R		PRESERVE	YES	N/A	5	
4" LAUREL OAK	8+54	28 R		PRESERVE	YES	N/A	2	
4" CHERRY LAUREL	8+65	31 R		PRESERVE	YES	N/A	2	
2" CHERRY LAUREL	8+65	32 R		PRESERVE	YES	N/A	1	
4" CHERRY	9+06	32 R		PRESERVE	YES	N/A	2	
3" CHERRY LAUREL	9+90	28 R		PRESERVE	YES	N/A	1	
3" GUM	10+43	25 R		PRESERVE	YES	N/A	1	
4" GUM	10+79	29 R		PRESERVE	YES	N/A	2	
3" WATER OAK	10+80	32 R		PRESERVE	YES	N/A	1	
6" CHERRY	10+88	31 R		PRESERVE	YES	N/A	2	
2" CHERRY LAUREL	11+11	21 R		PRESERVE	YES	N/A	1	
							TOTAL CREDITS	35

3. Tree Mitigation Table

CATEGORY	TREE SPECIES AND SIZE	STATION	OFFSET			IN CITY R/W	PRIVATE PROPERTY LAND USE
A	36" CREPE MYRTLE	1+80	36 R	501	PRESERVE	YES	N/A
C	24" LIVEOAK	2+31	37 R	503	PRESERVE	YES	N/A
C	35" LIVEOAK	2+39	35 R	504	PRESERVE	YES	N/A
C	20" LIVEOAK	2+42	34 R	505	PRESERVE	YES	N/A
C	34" LIVEOAK	2+94	52.5 R	506	PRESERVE	NO	RESIDENTIAL
C	28" LIVEOAK	3+10	26 R	507	PRESERVE	YES	N/A
C	29" LIVEOAK	3+41	50.7 R	508	PRESERVE	NO	RESIDENTIAL
C	27" LIVEOAK	3+58	21 R	509	PRESERVE	YES	N/A
C	39" LIVEOAK	3+90	18 R	510	PRESERVE	YES	N/A
A	18" WATER OAK	4+10	25 R	511	PRESERVE	YES	N/A
A	22" PINE	4+24	21.7 R	512	PRESERVE	YES	N/A
C	24" LIVEOAK	4+26	40 R	513	PRESERVE	NO	RESIDENTIAL
C	17" LIVEOAK	5+60	34 R	514	PRESERVE	YES	N/A
A	18" GUM	5+83	23 R	516	PRESERVE	YES	N/A
A	15" GUM	6+06	31 R	517	PRESERVE	YES	N/A
C	35" LIVEOAK	7+18	42 R		PRESERVE	NO	RESIDENTIAL
A	11" WATER OAK	8+38	27 R	518	PRESERVE	YES	N/A
A	25" WATER OAK	8+83	31 R	520	PRESERVE	YES	N/A
C	15" LIVEOAK	9+59	20 R	521	PRESERVE	YES	N/A
C	30" LIVEOAK	9+85	28 R	522	PRESERVE	YES	N/A
C	25" LIVEOAK	10+06	21 R	523	PRESERVE	YES	N/A
C	21" LIVEOAK	10+36	24 R	524	PRESERVE	YES	N/A
C	28" LIVEOAK	10+46	21 R	525	PRESERVE	YES	N/A
C	26" LIVEOAK	10+73	22 R	526	PRESERVE	YES	N/A
A	12" GUM	10+97	29 R	527	PRESERVE	YES	N/A
A	10" GUM	11+09	28.4 R	529	PRESERVE	YES	N/A
C	39" LIVEOAK	11+42	23 R	531	PRESERVE	YES	N/A
A	21" LAUREL OAK	11+73	30 R	532	PRESERVE	YES	N/A
C	21" LIVEOAK	11+79	31 R	533	PRESERVE	YES	N/A
C	36" LIVEOAK	13+12	21 R	534	PRESERVE	YES	N/A
C	70" LIVEOAK	13+81	22 R	535	PRESERVE	YES	N/A
C	47" LIVEOAK	14+92	16 R	536	PRESERVE	YES	N/A
C	55" LIVEOAK	15+94	22 R	537	PRESERVE	YES	N/A
C	52" LIVEOAK	16+34	28 R	538	PRESERVE	YES	N/A
C	43" LIVEOAK	16+89	33 R	539	PRESERVE	YES	N/A
C	47" LIVEOAK	17+25	21 R	540	PRESERVE	YES	N/A
C	36" LIVEOAK	17+55	26 R	541	PRESERVE	YES	N/A
C	42" LIVEOAK	18+32	22 R	542	PRESERVE	YES	N/A
C	35" LIVEOAK	19+03	21 R	543	PRESERVE	YES	N/A
A	25" WATER OAK	21+00	43 R		PRESERVE	NO	RESIDENTIAL
C	35" LIVEOAK	21+25	44 R		PRESERVE	NO	RESIDENTIAL
C	25" LIVEOAK	21+90	26 R	545	PRESERVE	YES	N/A
C	42" LIVEOAK	33+61	30 L	569	PRESERVE	YES	N/A
A	29" WATER OAK	33+93	30 L	570	PRESERVE	YES	N/A
C	44" LIVEOAK	34+62	25 L	571	PRESERVE	YES	N/A
C	12" HICKORY	35+35	35 L	572	PRESERVE	NO	COMMERCIAL
C	30" LIVEOAK	39+28	26 L	578	PRESERVE	YES	N/A
A	17" PINE	39+72	37 L	579	PRESERVE	NO	COMMERCIAL
A	20" PINE	39+85	27 L	580	PRESERVE	NO	COMMERCIAL
C	18" LIVEOAK	39+88	28 L	581	PRESERVE	NO	COMMERCIAL
A	11" CHERRY	39+98	27 L	582	PRESERVE	NO	COMMERCIAL
A	17" GUM	40+01	24 L	583	PRESERVE	YES	N/A
C	22" POST	40+88	27 L	584	PRESERVE	NO	COMMERCIAL
A	15" CHERRY	41+22	31 L	585	PRESERVE	NO	COMMERCIAL
C	32" RED OAK	41+42	29 L	586	PRESERVE	NO	COMMERCIAL
C	49" LIVEOAK	43+24	16 L	588	PRESERVE	YES	N/A
C	45" LIVEOAK	43+76	24 L	590	PRESERVE	NO	COMMERCIAL
C	15" LIVEOAK	44+83	24 L	591	PRESERVE	NO	COMMERCIAL
C	20" LIVEOAK	44+83	29 L	591	PRESERVE	NO	COMMERCIAL
C	13" MAGNOLIA	45+22	29 L		PRESERVE	NO	COMMERCIAL
A	19" WATER OAK	45+73	36 L		PRESERVE	NO	RESIDENTIAL
A	13" WATER OAK	45+77	28 L		PRESERVE	NO	RESIDENTIAL
C	10" MAGNOLIA	45+85	31 L		PRESERVE	NO	COMMERCIAL
A	27" PINE	46+22	40 L		PRESERVE	NO	RESIDENTIAL
C	24" MAGNOLIA	46+34	21 L	593	PRESERVE	NO	RESIDENTIAL
A	15" CHERRY	46+85	27 L		PRESERVE	NO	RESIDENTIAL
C	38" LIVEOAK	47+34	22 L	595	PRESERVE	YES	N/A
C	9" MAGNOLIA	47+52	26 L	596	PRESERVE	NO	RESIDENTIAL
C	22" HICKORY	47+60	21 L	597	PRESERVE	YES	N/A
C	11" MAGNOLIA	47+98	26 L		PRESERVE	NO	RESIDENTIAL
C	16" MAGNOLIA	48+06	29 L		PRESERVE	NO	RESIDENTIAL
C	24" LIVEOAK	48+66	17 L	598	PRESERVE	YES	N/A
C	12" MAGNOLIA	49+26	26 L		PRESERVE	NO	RESIDENTIAL
C	12" MAGNOLIA	49+27	26 L		PRESERVE	NO	RESIDENTIAL

Tree Credit-Debit Summary Table

Action	Preservation Credits	Removal Debits
1. Remove	0	47
2. Preserve	35	0
3. Mitigate	0	0
NET:	12 DEBITS	

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

TREE TABLE, NOTES AND DETAILS

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.3600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002

SCALE: AS SHOWN

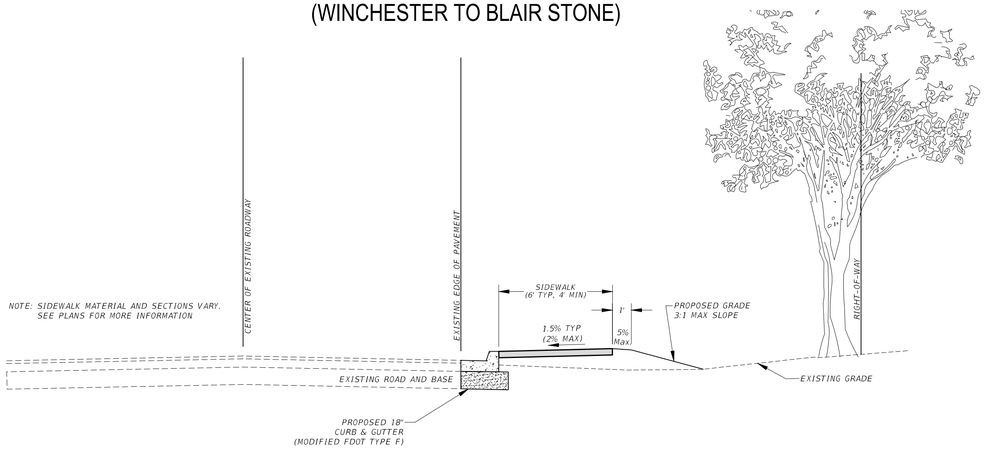
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DRAWING: 3.1

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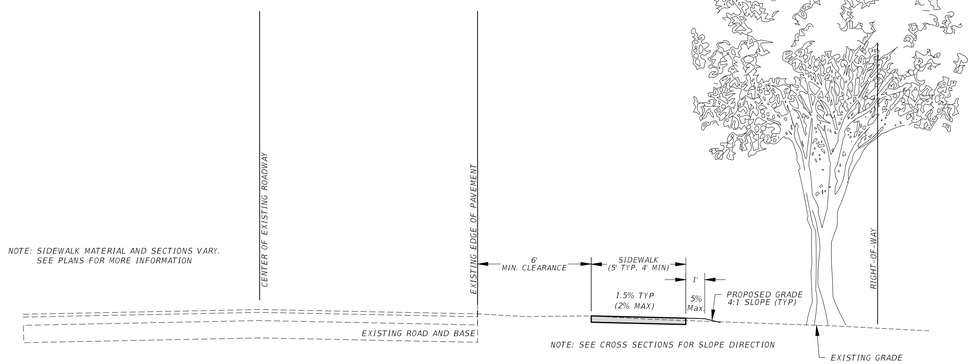
Posted on October 5, 2026

OLD ST. AUGUSTINE WEST (WINCHESTER TO BLAIR STONE)



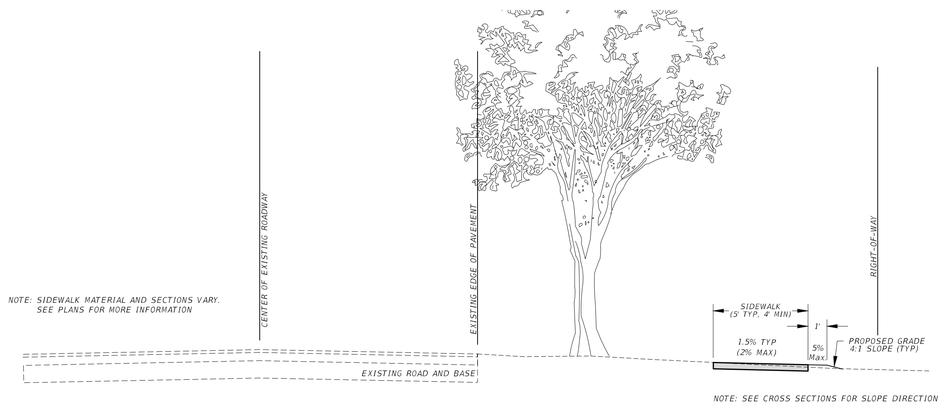
TYPICAL SIDEWALK W/ CURB AND GUTTER

RIGHT SIDE OF ROADWAY
NOT TO SCALE



TYPICAL SIDEWALK W/ 6' CLEARANCE

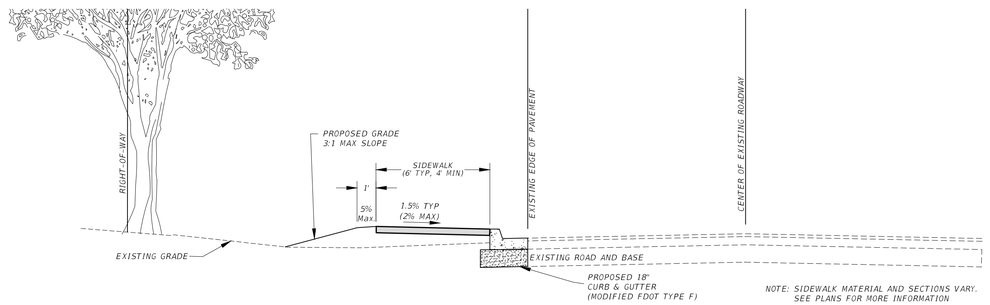
RIGHT SIDE OF ROADWAY
NOT TO SCALE



TYPICAL SIDEWALK BEYOND TREE

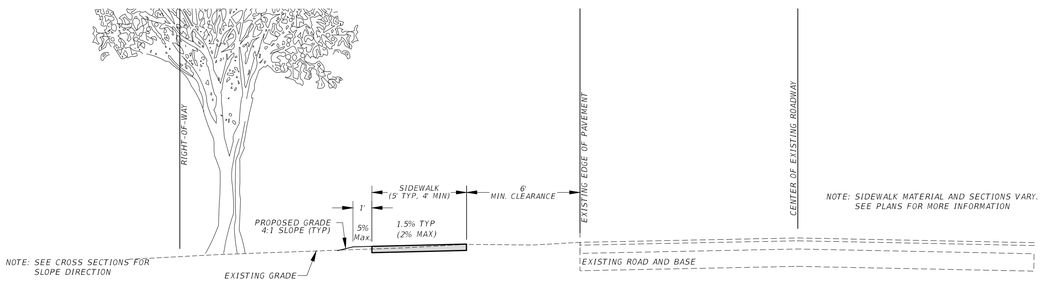
RIGHT SIDE OF ROADWAY
NOT TO SCALE

OLD ST. AUGUSTINE EAST (BLAIRSTONE TO PAUL RUSSELL)



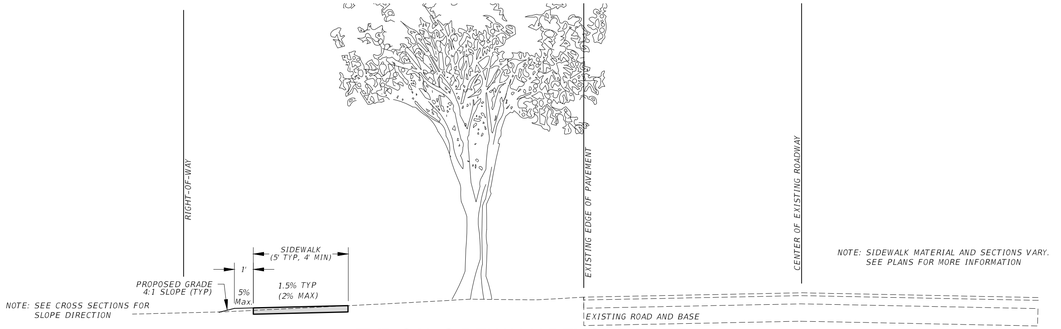
TYPICAL SIDEWALK W/ CURB AND GUTTER

LEFT SIDE OF ROADWAY
NOT TO SCALE



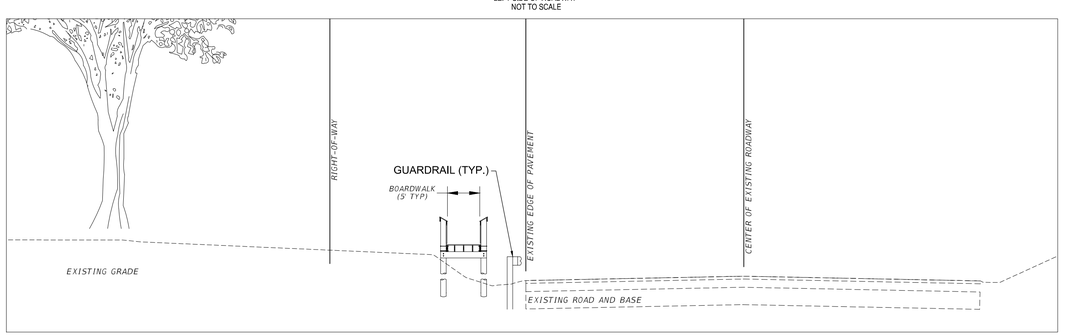
TYPICAL SIDEWALK W/ 6' CLEARANCE

LEFT SIDE OF ROADWAY
NOT TO SCALE



TYPICAL SIDEWALK BEYOND TREE

LEFT SIDE OF ROADWAY
NOT TO SCALE



TYPICAL BOARDWALK BEYOND TREE

LEFT SIDE OF ROADWAY
NOT TO SCALE

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	BRL	CJA	BRL
DRAWN BY	CJA		
CHECKED BY	BAK		
APPROVED BY	BRL		

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

TYPICAL SECTIONS AND DETAILS

OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

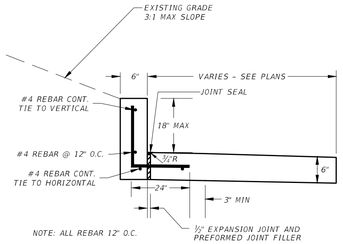
DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
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1625 Summit Lake Drive, STE 200
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Phone:850.562.3000 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 4

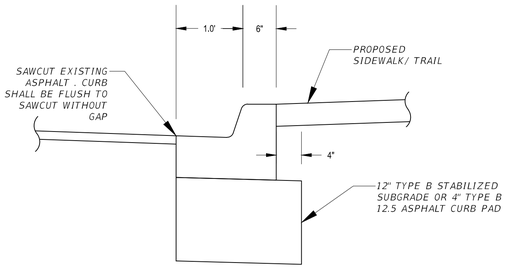
P:\projects\15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_const\CADD\04 - Typical_Sections-DETAILS.dwg Plotted: Nov 06, 2025 - 12:42pm by rojennigan



NOTE: ALL REBAR 12" O.C.

SIDEWALK CURB DETAIL

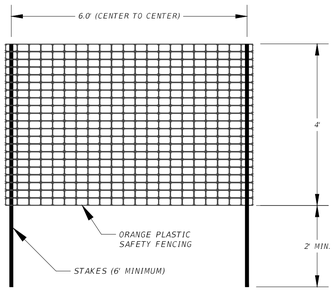
NOT TO SCALE



SEE FDOT S.P. 520-001 FOR ADDITIONAL DIMENSIONS AND INFORMATION

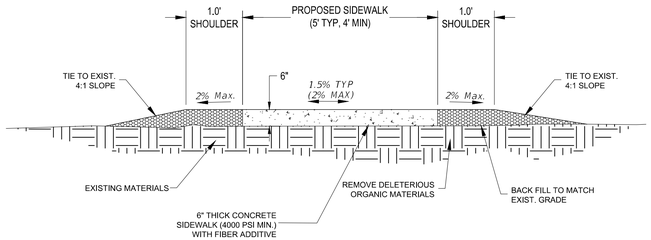
MODIFIED FDOT TYPE F CURB AND GUTTER

NOT TO SCALE



ORANGE CONSTRUCTION FENCE DETAIL

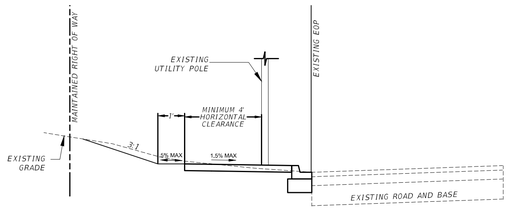
NOT TO SCALE



NOTES:
1. RAISED SIDEWALK CONSTRUCTION IN AREA OF CRITICAL PROTECTION ZONE TO MINIMIZE ROOT IMPACTS, SEE PLANS FOR LOCATIONS.
2. ALL DISTURBED AREAS SHALL BE SODDED.

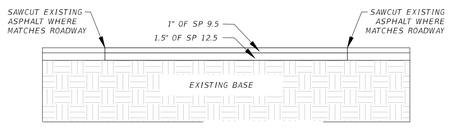
ALTERNATIVE SIDEWALK FOR ROOT CLEARANCE TYPICAL SECTION

NOT TO SCALE



UTILITY POLE CONSTRUCTION DETAIL

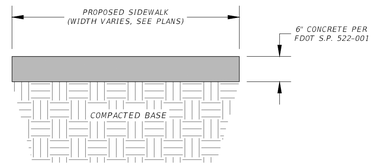
NOT TO SCALE



TYPICAL ASPHALT SECTION

NOT TO SCALE

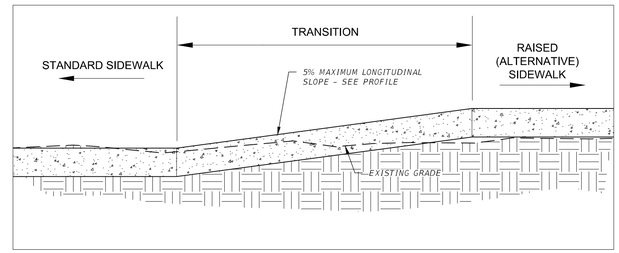
NOTE: ALL ASPHALT SHALL HAVE GRANITE AGGREGATE



NOTE:
ALL CONCRETE FOR SIDEWALKS, DRIVEWAYS, BUS STOP PAD EXTENSIONS SHALL HAVE FIBER ADDITIVE.

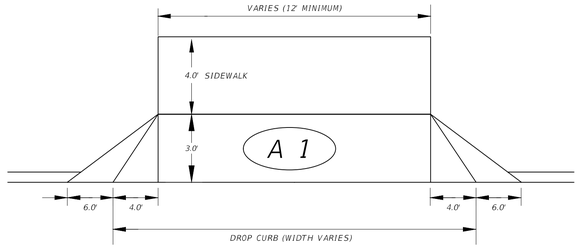
STANDARD SIDEWALK CONSTRUCTION

NOT TO SCALE



STANDARD TO RAISED SIDEWALK TRANSITION

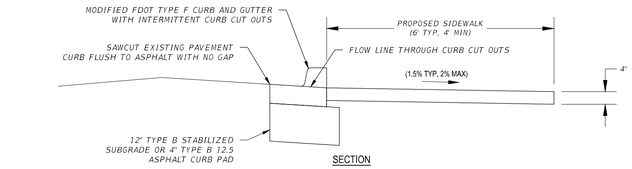
NOT TO SCALE



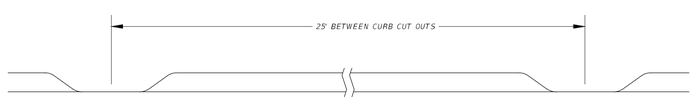
SEE FDOT S.P. 522-003 FOR ADDITIONAL DIMENSIONS AND INFORMATION

TYPICAL DRIVEWAY TURNOUT

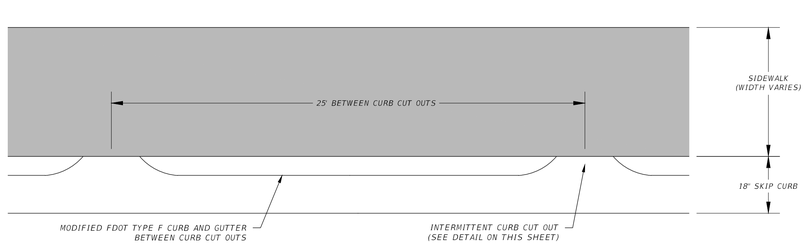
NOT TO SCALE



SECTION



PROFILE

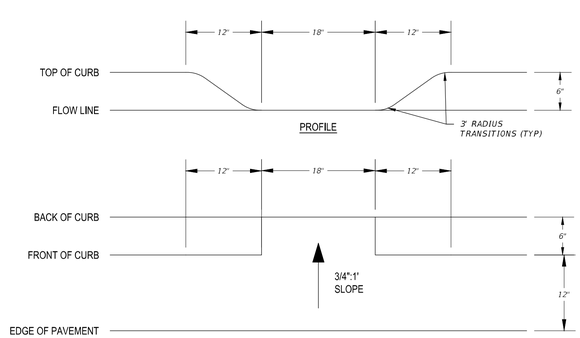


PLAN

NOTES:
1. SIDEWALK WIDTH AND TYPICAL SECTION VARIES, SEE PLANS.

SKIP CURB TYPICAL SECTION

NOT TO SCALE

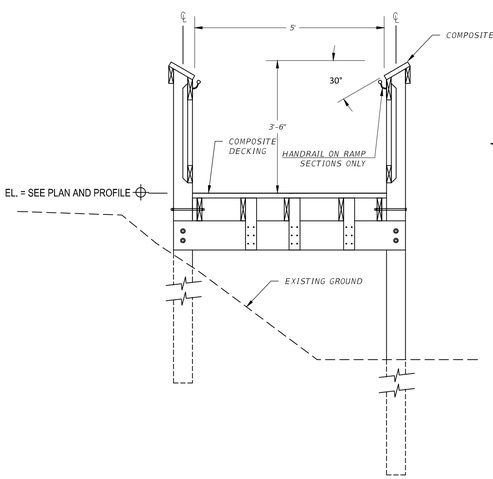


PROFILE

PLAN

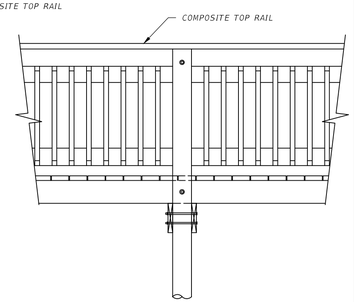
INTERMITTENT CURB CUT OUT

NOT TO SCALE



BOARDWALK TYPICAL SECTION

NOT TO SCALE



BOARDWALK SIDE VIEW

NOT TO SCALE

NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

TYPICAL SECTIONS AND DETAILS

OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
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Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

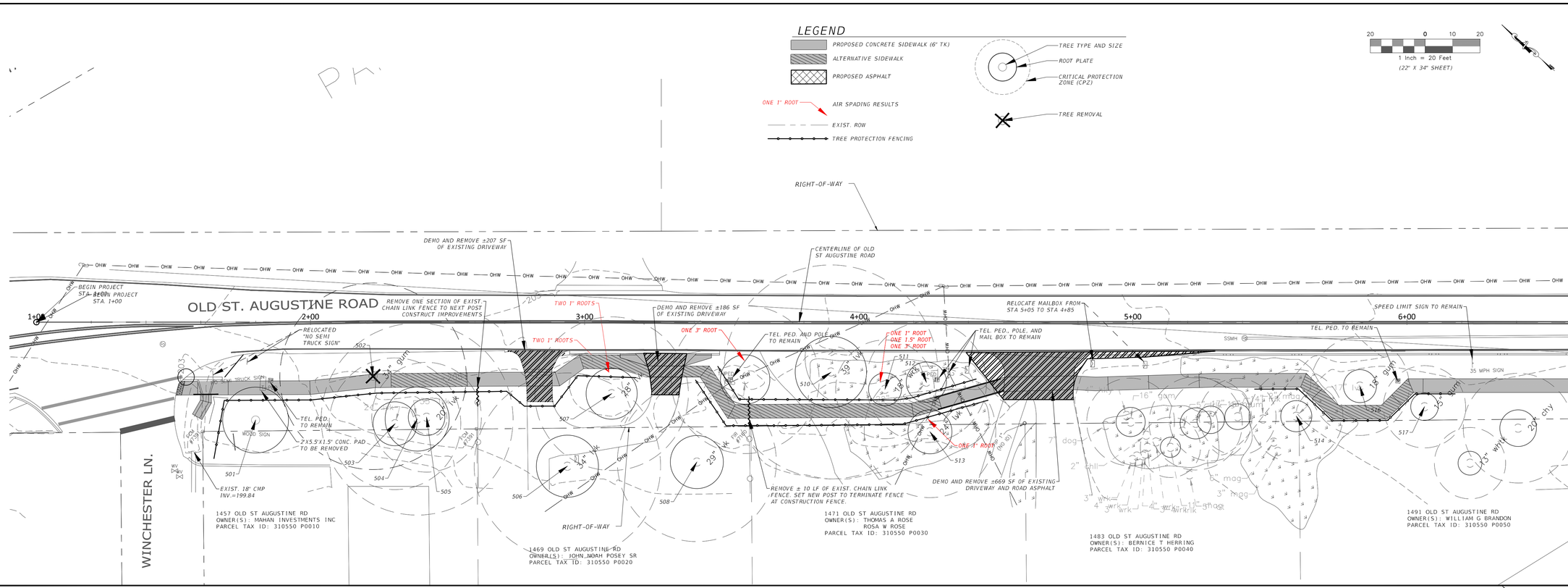
PROJECT NO.:
15-0513.002

SCALE:
AS SHOWN

DATE:
11/06/2025

DRAWING:
4.1

P:\projects\15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_const\CADD\04 - Typical Sections-DETAILS.dwg Plotted: Nov 06, 2025 - 12:42pm by rglennon



REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	BRL
DRAWN BY	CJA
CHECKED BY	BAK
APPROVED BY	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
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DEMOLITION, EROSION CONTROL, TREE PROTECTION PLAN

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

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Florida Engineer # 78674

PROJECT NO.: 15-0513.002

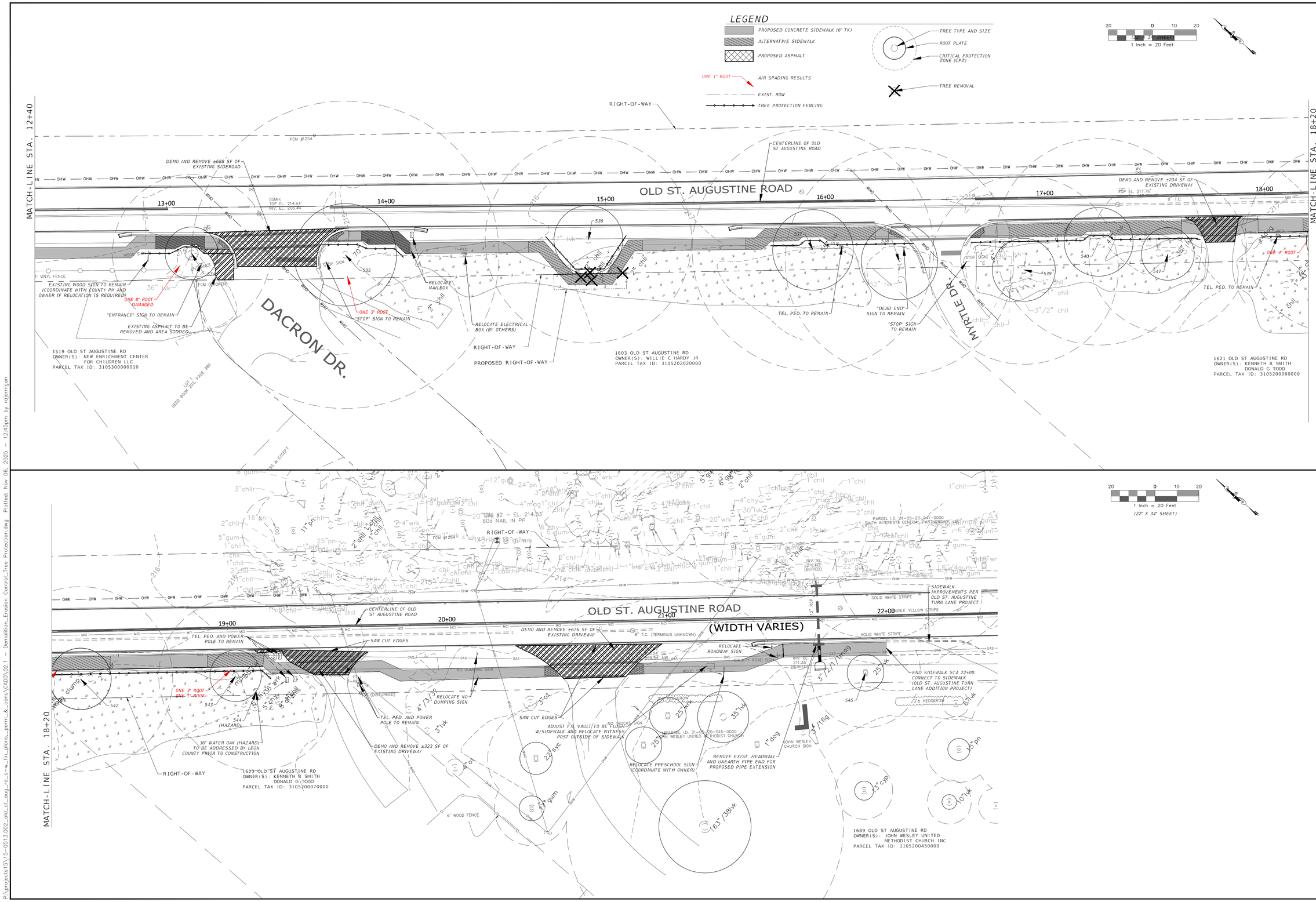
SCALE: AS SHOWN

DATE: 11/06/2025

DRAWING: 5

P:\projects15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_cons\CADD\02-1 - Demolition_Erosion Control_Tree Protection.dwg Plotted: Nov 06, 2025 - 12:44pm by rglennigan

Posted on October 5, 2026



REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

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TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

DEMOLITION, EROSION CONTROL, TREE PROTECTION PLAN

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

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Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 5.1

P:\projects\15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_cons\CADD\02.1 – Demolition_Erosion Control_Tree Protection.dwg Plotted: Nov 06, 2025 – 12:45pm by rglennigan

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)

LEGEND

- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- ONE 1" ROOT — AIR SPADING RESULTS
- EXIST. ROW
- TREE PROTECTION FENCING
- TREE TYPE AND SIZE
- ROOT PLATE
- CRITICAL PROTECTION ZONE (CPZ)
- TREE REMOVAL

1816 OLD ST AUGUSTINE RD
OWNER(S): RCL BUILDING MANAGEMENT LLC
PARCEL TAX ID: 3105200110020

2000 OLD ST AUGUSTINE RD
OWNER(S): MARK RUBIN & ROBERT BALOGH TRUSTEES
PARCEL TAX ID: 3105200350000

2002 OLD ST AUGUSTINE RD
OWNER(S): 2002 OSA LLC
PARCEL TAX ID: 3105200150000

OLD ST. AUGUSTINE ROAD (WIDTH VARIES)

MATCH-LINE STA. 37+00

MATCH-LINE STA. 42+80

BEGIN SIDEWALK STA 33+20 CONNECT TO SIDEWALK (OLD ST. AUGUSTINE TURN LANE ADDITION PROJECT)

SIDEWALK EASEMENT

RELOCATE WATER METER

ADJUST F.O. VAULT LID TO BE FLUSH W/ SIDEWALK

EXIST. FIRE HYDRANT TO REMAIN

RELOCATE FIBER OPTICS WITNESS POST (BY OTHERS)

REMOVE 9LF OF EXISTING CURB

RIGHT OF ENTRY

TWO 1.5" ROOTS

TWO 1" ROOTS

ONE 2" ROOT

NEW 6' THK CONCRETE PAD, RELOCATE BENCH TO PAD, SECURE BENCH TO CONCRETE

EXISTING STAR METRO BUS STOP

MATCH EXISTING SIDEWALK

CONSTRUCT 50 LF OF MODIFIED TYPE F CURB & GUTTER

DEMO AND REMOVE ±527 SF OF EXISTING DRIVEWAY

CENTERLINE OF OLD ST AUGUSTINE ROAD

MODIFY GUY WIRES TO PROVIDE MIN. 7' OVERHEAD CLEARANCE (BY OTHERS)

35 MPH SPEED LIMIT SIGN

DEMO AND REMOVE ±12 LFOF EXISTING CURB & GUTTER

RIGHT-OF-WAY

TBM #1 – EL. 210.06
60d NAIL IN PP

DEMOLITION, EROSION CONTROL, TREE PROTECTION PLAN

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

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Tallahassee, FL 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 5.2

P:\projects\15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_cons\CADD\02.1 – Demolition_Erosion Control_Tree Protection.dwg Plotted: Apr 24, 2026 – 4:31pm by rajernigan

NO ADDRESS
OWNER(S): 2002 OSA LLC
PARCEL TAX ID: 3105204010000

2118 OLD ST AUGUSTINE RD
OWNER(S): TALLAHASSEE CHAN CENTER DOMBA INC
PARCEL TAX ID: 3105200210000

1314 PAUL RUSSELL RD
OWNER(S): GOTHA CHATTELS LLC
PARCEL TAX ID: 3105204070000

2001 OLD ST AUGUSTINE RD
OWNER(S): TCB TALLAHASSE AUGUSTINE LLC
PARCEL TAX ID: 3105204110000

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)

RIGHT-OF-WAY

4" PINE FENCE
4" PINE OAK (DEAD)
(CHECK IS REMOVED)

DO NOT DISTURB EXISTING FENCE AND GATE. ANY DAMAGE TO FENCE OR GATE DUE TO CONSTRUCTUIN SHALL BE REPLACED IN-KIND AT CONTRACTOR'S EXPENSE.

DEMO AND REPLACE FENCE PER PLAN SHEETS 6.3, 7.6, 7.7

ONE 1.5" ROOT

MULTI. 1" ROOTS

THREE 1" ROOTS

"MANY ROOTS UNDER 1/2"

ONE 1" ROOT

ONE 1" ROOT

CENTERLINE OF OLD ST AUGUSTINE ROAD

OLD ST. AUGUSTINE ROAD

EXTENTS OF NEW BOARDWALK

DEMO AND REMOVE ±424 SF OF EXISTING DRIVEWAY

TCE

19.9'

MATCH-LINE STA. 42+80

MATCH-LINE STA. 48+60

RIGHT-OF-WAY

PAUL RUSSEL ROAD

END PROJECT STA 49+60
CONNECT TO FUTURE SIDEWALK ALONG PAUL RUSSELL ROAD

END PROJECT STA 49+60

CENTERLINE OF OLD ST AUGUSTINE ROAD

STAR METRO SIGN

FUTURE SIDEWALK (BY CITY OF TALLAHASSEE)

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)

LEGEND

- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- ONE 1" ROOT — AIR SPADING RESULTS
- EXIST. ROW
- TREE PROTECTION FENCING
- TREE TYPE AND SIZE
- ROOT PLATE
- CRITICAL PROTECTION ZONE (CPZ)
- TREE REMOVAL

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

DEMOLITION, EROSION CONTROL, TREE PROTECTION PLAN

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

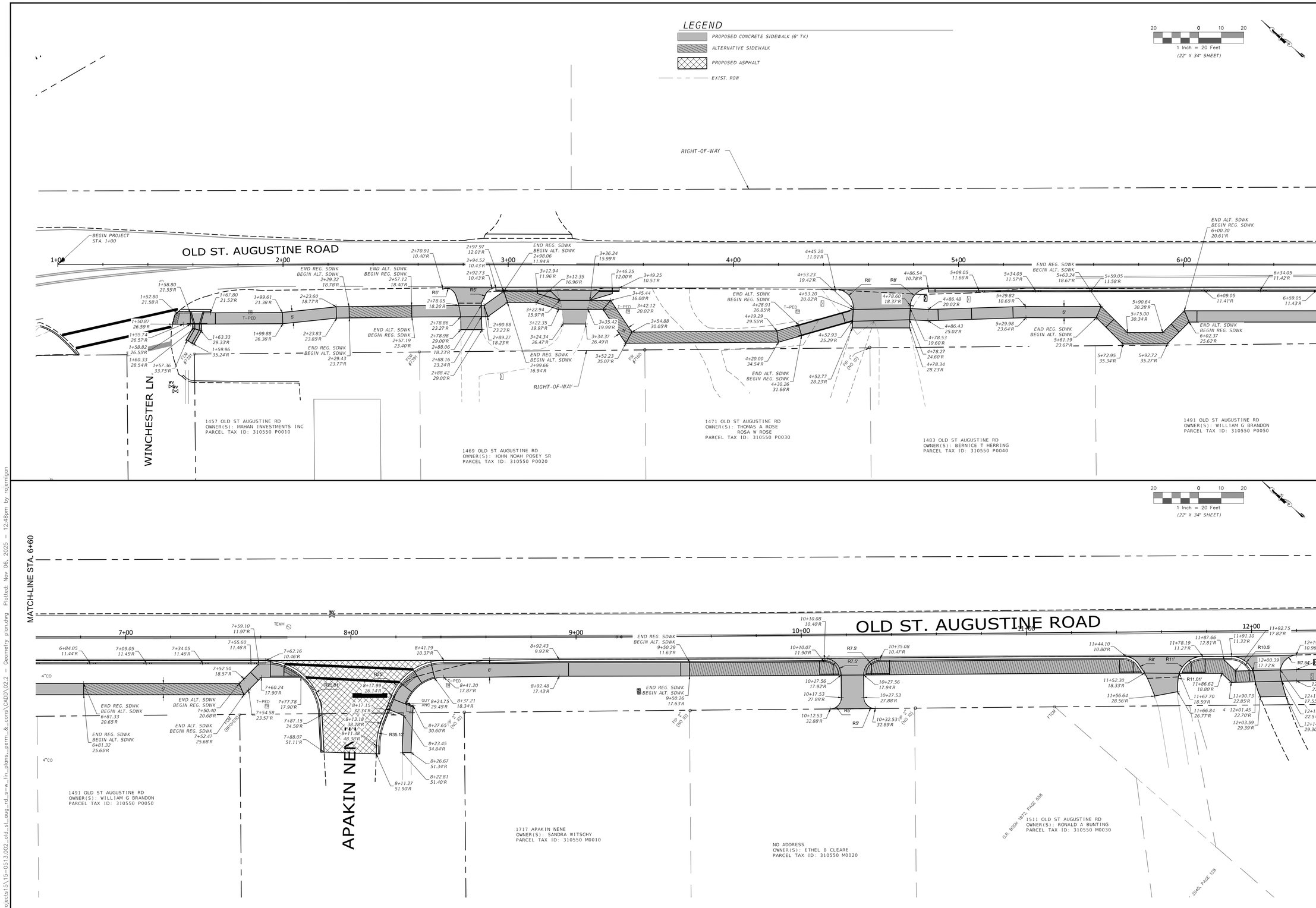
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Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 5.3

P:\projects\15\15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_cons\CADD\02-1 – Demolition_Erosion Control_Tree Protection.dwg Plotted: Nov 06, 2025 – 12:47pm by rglennigan



REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
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TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

GEOMETRY PLAN
OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

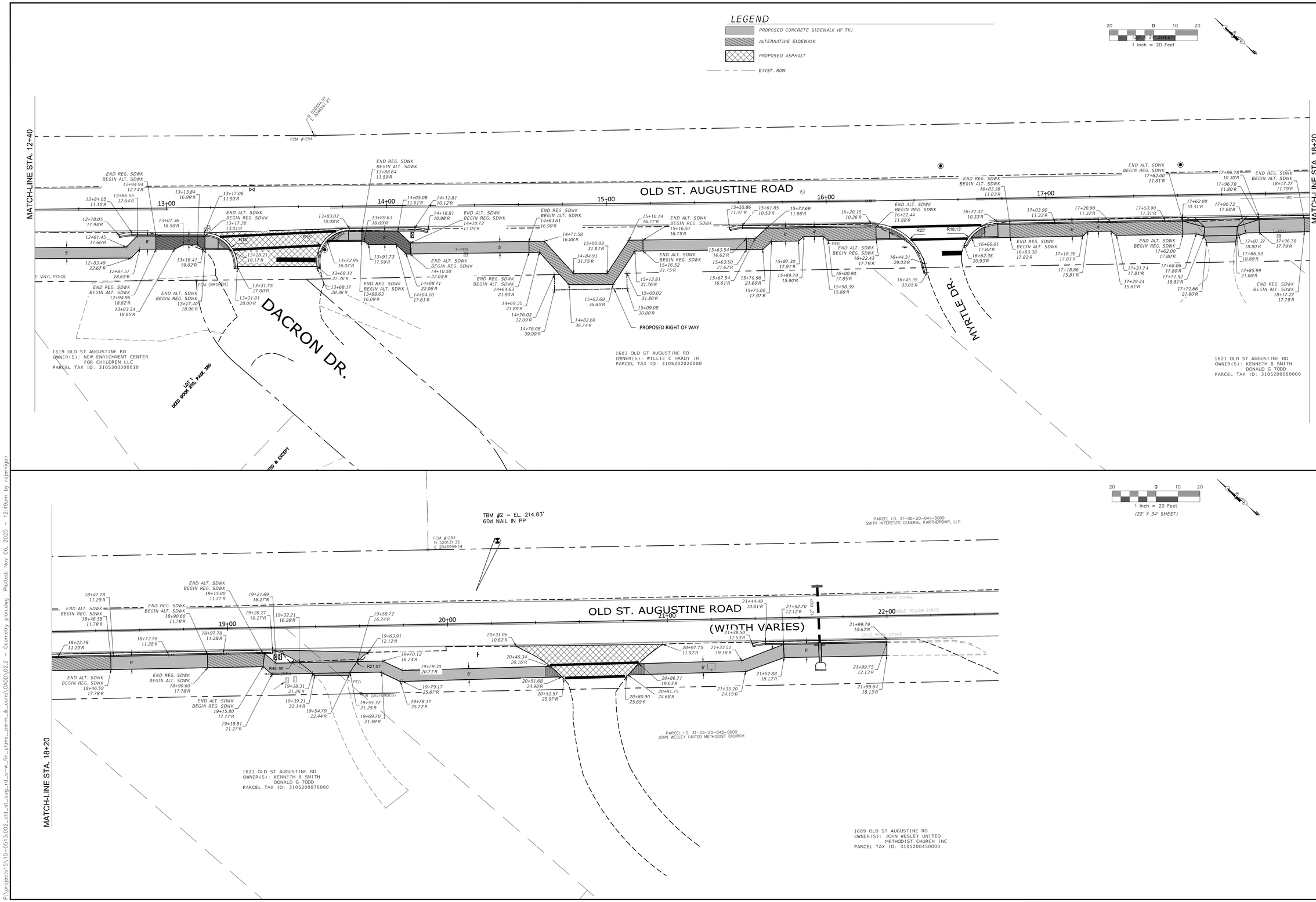
DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE

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Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 6

P:\projects\15\15-0513.002_old_st_aug_rd_s+w_fin_plans_perm_&_cons\CADD\02.2 – Geometry plan.dwg Plotted: Nov 06, 2025 – 12:48pm by rojernigan



REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

GEOMETRY PLAN
OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

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Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.:
15-0513.002

SCALE:
AS SHOWN

DATE:
11/06/2025

DRAWING:
6.1

P:\projects\15_15-0513.002_old_st_aug_rd_s-w_fin_plans_perm_&_cons\CADD\02.2 - Geometry plan.dwg Plotted: Nov 06, 2025 - 12:49pm by rjernigan

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)

LEGEND

- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- EXIST. ROW

1816 OLD ST AUGUSTINE RD
OWNER(S): RCL BUILDING MANAGEMENT LLC
PARCEL TAX ID: 3105200110020

2000 OLD ST AUGUSTINE RD
OWNER(S): MARK RUBIN & ROBERT BALOGH TRUSTEES
PARCEL TAX ID: 3105200350000

PARCEL I.D. 31-05-20-011-0020
RCL BUILDING MANAGEMENT, LLC

PARCEL I.D. 31-05-20-035-0000
PARKWAY OAKLAND LAND TRUST

PARCEL I.D. 31-05-17-000-0040
GOVERNMENT EMPLOYEES CREDIT UNION OF FLORIDA

EXIST. RIGHT-OF-WAY
PROP. RIGHT-OF-WAY
RIGHT-OF-WAY
RIGHT OF ENTRY
SIDEWALK EASEMENT
BFP
TREE ROOT OUTLINE
FIBER OPTICS WITNESS POST
HAND HOLE
INV. EL. 207.07'
11" BLOCK WALL
SPRINKLER
T-PED

START ALT. SDWK 33+19.62 21.08'L
BEGIN SIDEWALK STA 33+20 CONNECT TO SIDEWALK (OLD ST. AUGUSTINE TURN LANE ADDITION PROJECT)
END ALT. SDWK BEGIN REG. SDWK 34+08.11 25.79'L
33+34.51 21.75'L
33+37.93 17.20'L
START ALT. SDWK 33+19.71 16.08'L
END REG. SDWK BEGIN ALT. SDWK 34+40.42 27.19'L
34+59.53 46.94'L
34+60.40 34.25'L
34+62.07 29.54'L
34+79.11 46.89'L
34+68.95 34.68'L
34+67.77 29.82'L
34+91.93 31.76'L
34+89.62 29.64'L
34+89.11 24.62'L
END REG. SDWK BEGIN ALT. SDWK 34+41.37 22.23'L
END ALT. SDWK BEGIN REG. SDWK 34+08.53 20.82'L
36+52.19 42.48'L
36+82.19 42.59'L
36+11.37 34.51'L
36+52.13 34.59'L
36+82.09 34.11'L
36+02.31 33.83'L
36+47.16 31.81'L
36+02.12 28.83'L
36+41.72 27.17'L
OLD ST. AUGUSTINE ROAD
(WIDTH VARIES)
33+00
34+00
35+00
36+00
37
MATCH-LINE STA. 37+00
N 519081.58
E 2047823.92
FCM (1254)
FCM (1254)
N 518927.96
E 2047963.32
TBM #1 - EL. 210.08'
60d NAIL IN PP

MATCH-LINE STA. 37+00
MATCH-LINE STA. 42+80
2002 OLD ST AUGUSTINE RD
OWNER(S): 2002 OSA LLC
PARCEL TAX ID: 3105200150000
RIGHT-OF-WAY
END SIDEWALK CURB
BEGIN SIDEWALK CURB
37+37.53 31.90'L
37+51.87 29.79'L
37+61.20 29.55'L
37+63.26 29.49'L
37+85.67 28.47'L
37+91.88 31.52'L
37+98.52 31.49'L
38+05.91 27.77'L
37+63.08 24.49'L
37+87.26 23.64'L
37+93.11 26.52'L
37+97.24 26.50'L
38+04.62 22.77'L
38+59.98 25.86'L
38+74.57 25.63'L
38+81.91 21.35'L
38+82.34 15.29'L
38+85.48 19.23'L
38+59.78 20.86'L
38+73.12 20.66'L
38+78.64 13.85'L
39+05.70 20.28'L
39+07.60 18.66'L
39+37.50 18.78'L
39+42.01 26.05'L
39+22.93 12.85'L
39+07.61 18.16'L
39+07.58 12.65'L
39+29.07 13.85'L
39+73.38 22.96'L
39+79.01 17.76'L
39+79.73 17.21'L
39+86.43 12.96'L
39+90.73 11.39'L
40+13.39 16.88'L
40+13.38 16.38'L
40+13.35 12.38'L
40+23.38 17.23'L
40+23.35 12.23'L
40+67.96 16.94'L
40+68.31 11.93'L
40+74.30 10.40'L
40+80.29 11.28'L
41+20.00 24.42'L
41+20.35 19.42'L
41+79.13 24.21'L
41+78.68 19.21'L
41+94.54 21.44'L
41+94.09 16.44'L
42+47.60 16.35'L
42+41.60 16.36'L
42+41.59 9.51'L
42+47.59 9.50'L
42+33.30 11.15'R
42+65.56 17.47'R
42+40.69 18.26'R
42+52.79 11.43'R
42+40.62 23.26'R
42+47.69 18.36'R
42+47.62 23.36'R
R15'
R10'
R11.8'
R22.95'
R20.73'
33+00
34+00
35+00
36+00
37+00
38+00
39+00
40+00
41+00
42+00

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
BRL	CJA	BAK	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

GEOMETRY PLAN
OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

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Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 6.2

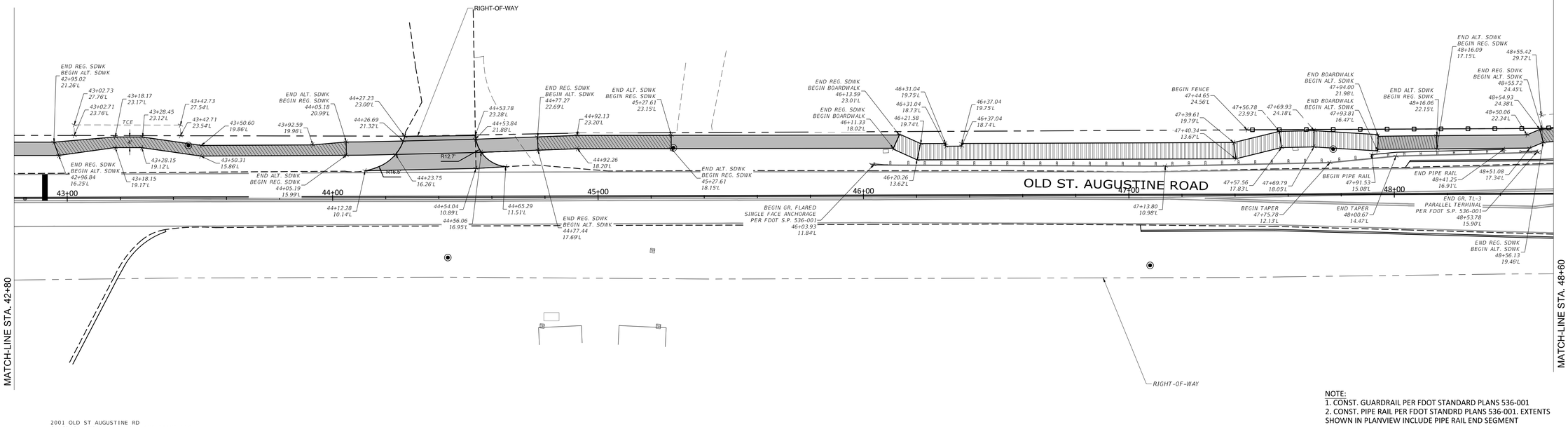
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NO ADDRESS
OWNER(S): 2002 OSA LLC
PARCEL TAX ID: 3105204010000

2118 OLD ST AUGUSTINE RD
OWNER(S): TALLAHASSEE CHAN CENTER DOMBA INC
PARCEL TAX ID: 3105200210000

1314 PAUL RUSSELL RD
OWNER(S): GOTHA CHATTELS LLC
PARCEL TAX ID: 3105204070000

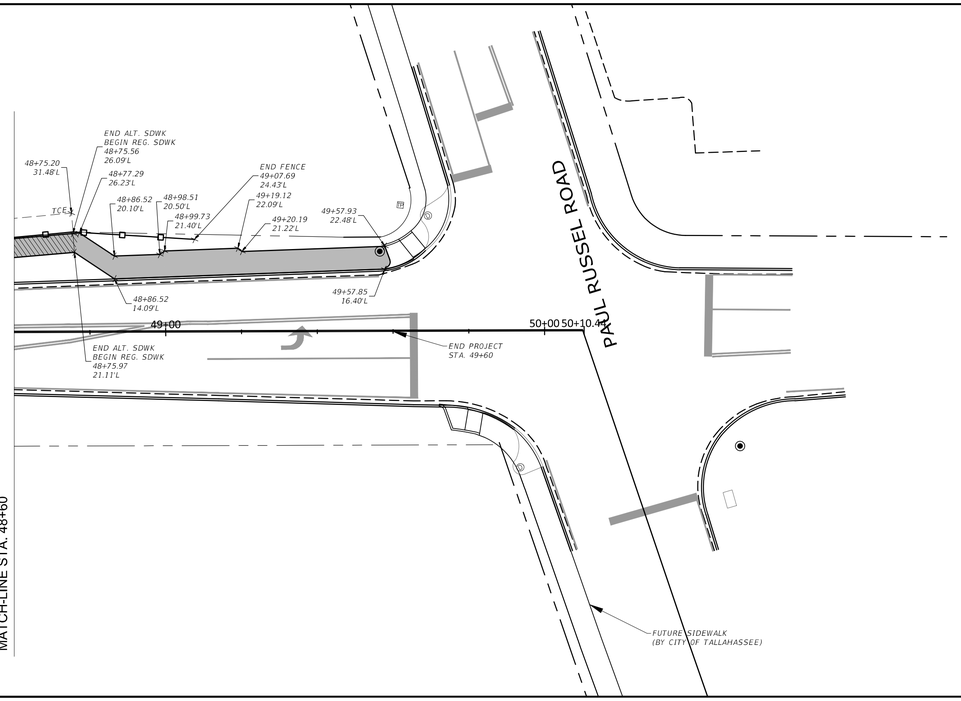
20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)



NOTE:
1. CONST. GUARDRAIL PER FDOT STANDARD PLANS 536-001
2. CONST. PIPE RAIL PER FDOT STANDRD PLANS 536-001. EXTENTS SHOWN IN PLANVIEW INCLUDE PIPE RAIL END SEGMENT

2001 OLD ST AUGUSTINE RD
OWNER(S): TCB TALLAHASSE AUGUSTINE LLC
PARCEL TAX ID: 3105204110000

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)



LEGEND
- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- EXIST. ROW

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GEOMETRY PLAN
OLD ST. AUGUSTINE
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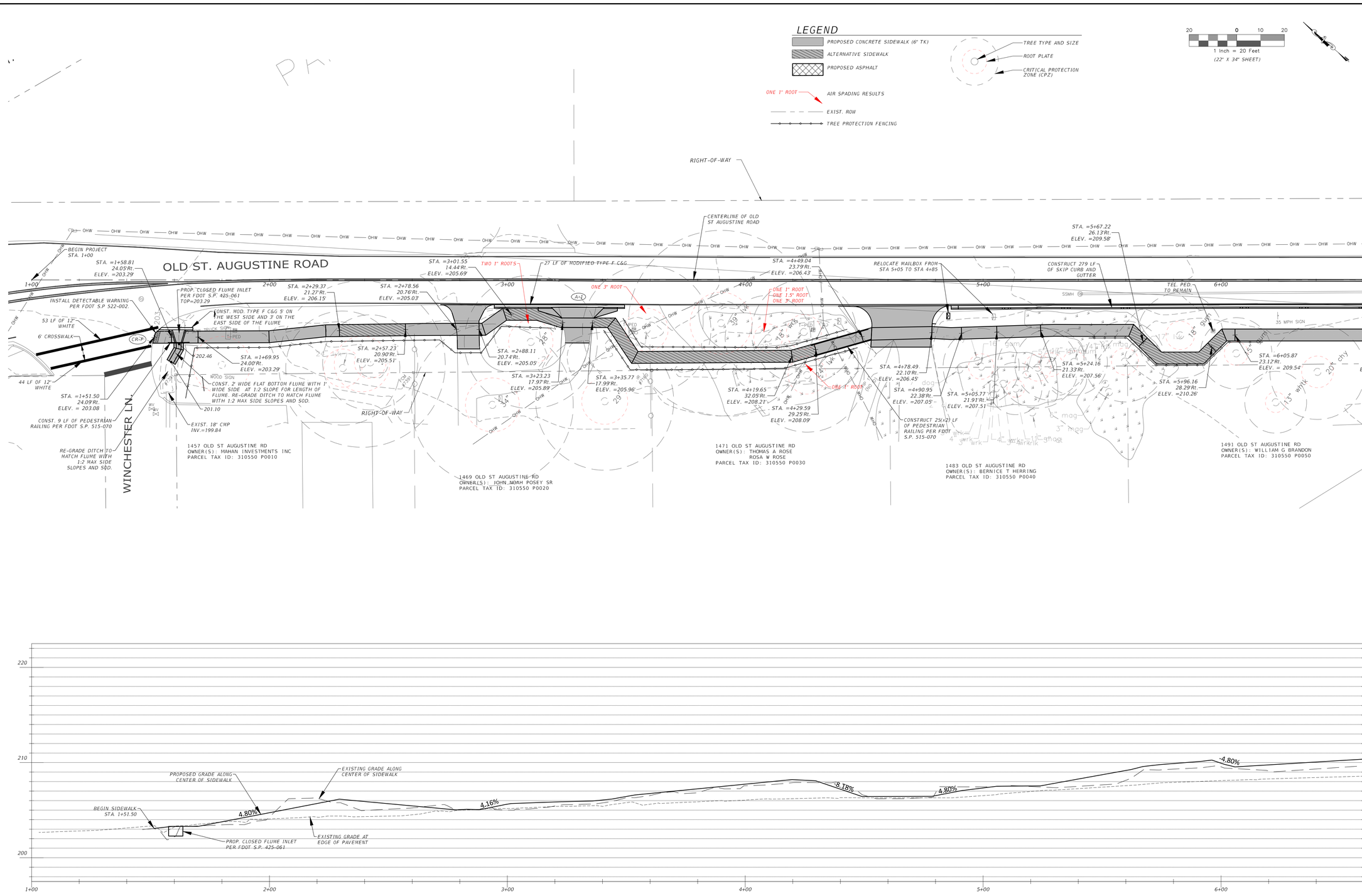
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PROJECT NO.: 15-0513.002
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DRAWING: 6.3

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SCALE:
1:20 H
1:5 V

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PLAN & PROFILE
(WINCHESTER TO INTERSECTION)
OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

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PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 11/06/2025
DRAWING: 7

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LEGEND

- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- TREE TYPE AND SIZE
- ROOT PLATE
- CRITICAL PROTECTION ZONE (CPZ)
- ONE 1" ROOT — AIR SPADING RESULTS
- EXIST. ROW
- TREE PROTECTION FENCING

20 0 10 20
1 inch = 20 Feet
(22" X 34" SHEET)

MATCH-LINE STA. 6+60

MATCH-LINE STA. 12+40

RIGHT-OF-WAY

OLD ST. AUGUSTINE ROAD

APAKIN NENE

CENTERLINE OF OLD ST AUGUSTINE ROAD

PROP. SKIP CURB AND GUTTER

PROP. MOD. TYPE F C&G

6' CROSSWALK

25'R

RELOCATE STOP SIGN

ADJUST F.O. VAULT COVER TO BE FLUSH W/ SIDEWALK

PROTECT TELEPHONE BOX

FLARED END C&G

MATCH EXISTING SIDEWALK ON APAKIN NENE

42 LF OF 12" WHITE STRIPING

57 LF OF 12" WHITE STRIPING

16 LF OF 24" WHITE STOP BAR

SAWCUT NEW RADIUS

TWO 2" ROOTS
ONE 4" ROOT

ONE 2" ROOT

TWO 3" ROOTS

MATCH EXIST. DRIVEWAY

3" CURB DOWN TRANSITION

RELOCATE MAILBOX

RELOCATE EXIT SIGN

THREE 3" ROOTS

1491 OLD ST AUGUSTINE RD
OWNER(S): WILLIAM G BRANDON
PARCEL TAX ID: 310550 R0050

1717 APAKIN NENE
OWNER(S): SANDRA WITSCHY
PARCEL TAX ID: 310550 M0010

NO ADDRESS
OWNER(S): ETHEL B CLEARE
PARCEL TAX ID: 310550 M0020

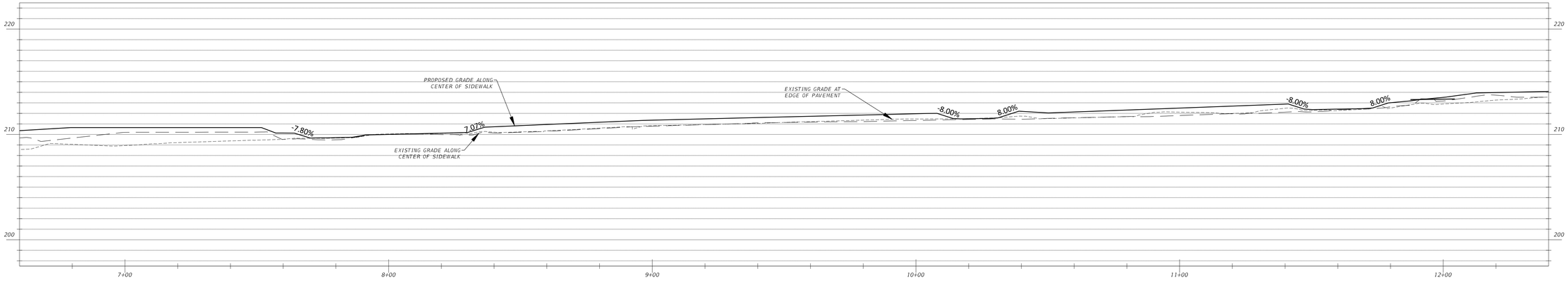
1511 OLD ST AUGUSTINE RD
OWNER(S): RONALD A BUNTING
PARCEL TAX ID: 310550 M0030

O.R. BOOK 1872, PAGE 658

DEED BOOK 302, PAGE 380

LOT 2

2040, PAGE 128



SCALE:
1:20 H
1:5 V

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PLAN & PROFILE
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OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

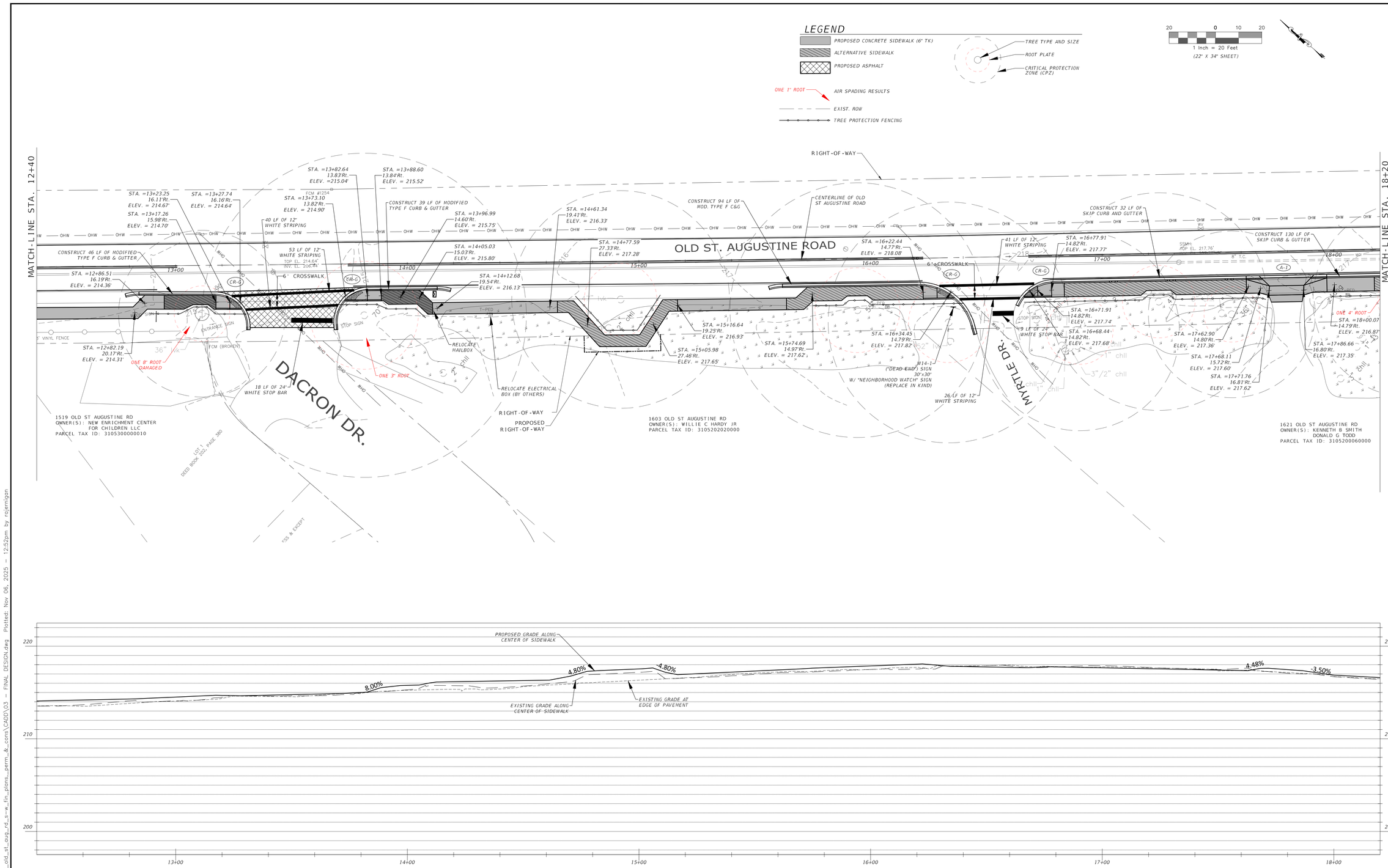
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PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
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DRAWING: 7.1

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OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

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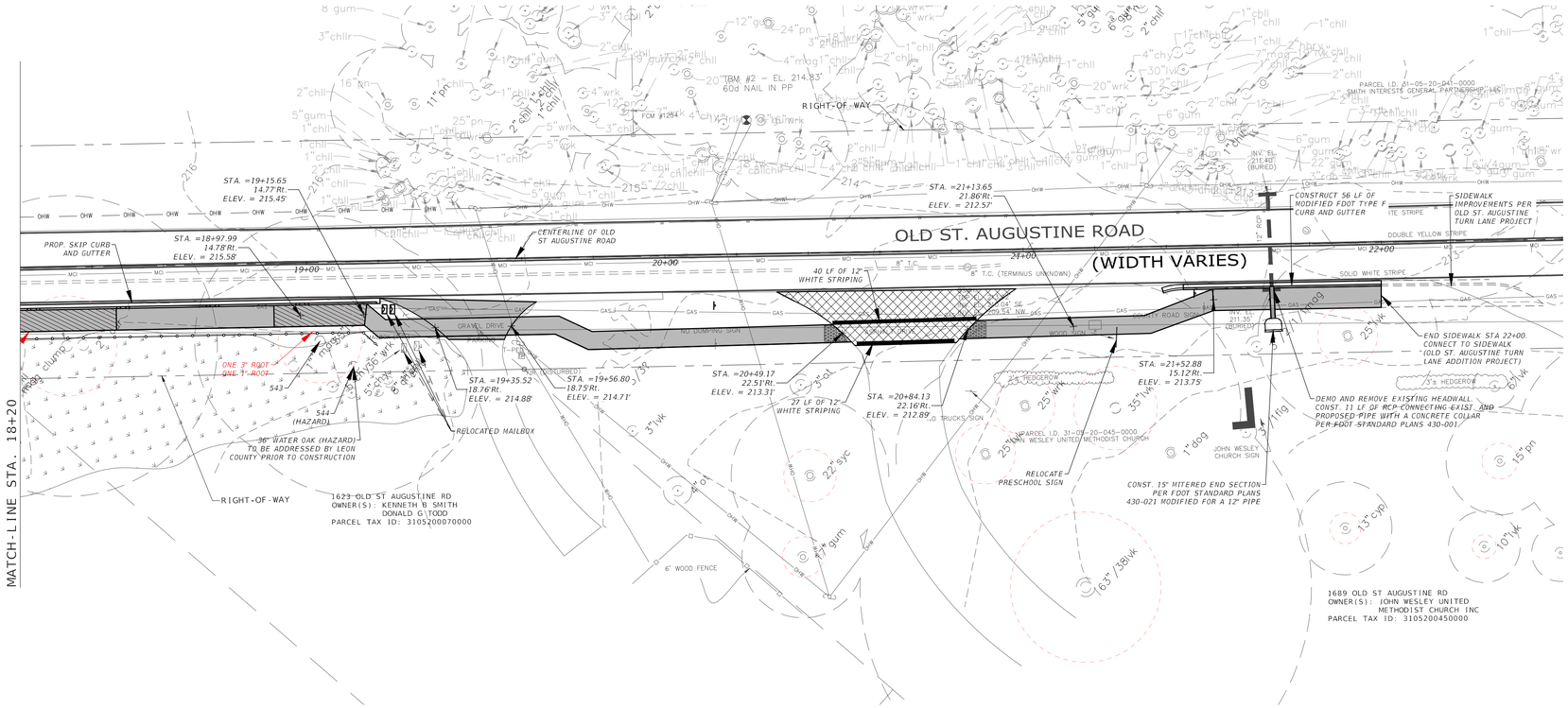
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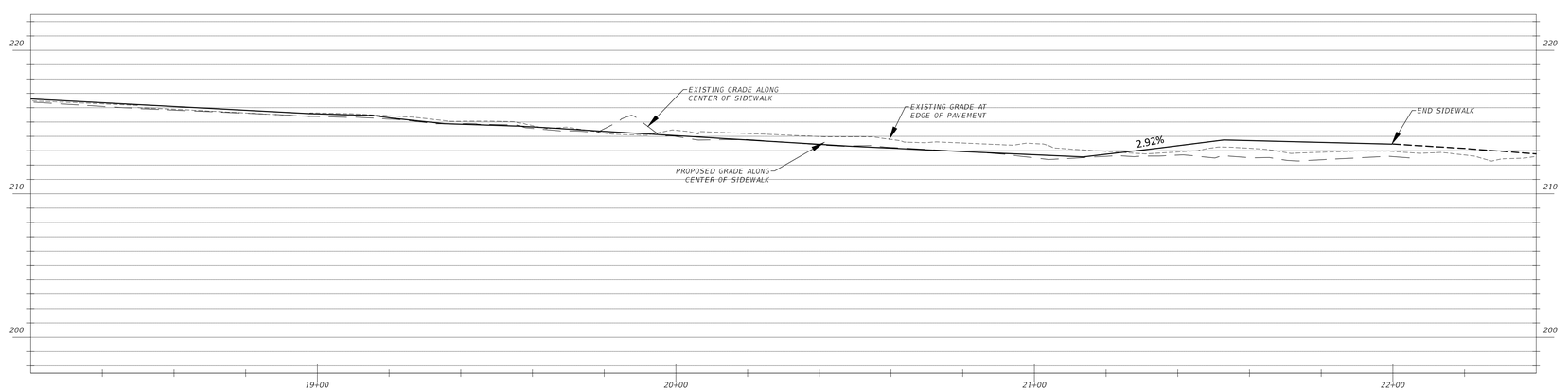
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DATE: 11/06/2025

DRAWING: 7.2

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SCALE:
1:20 H
1:5 V

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OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

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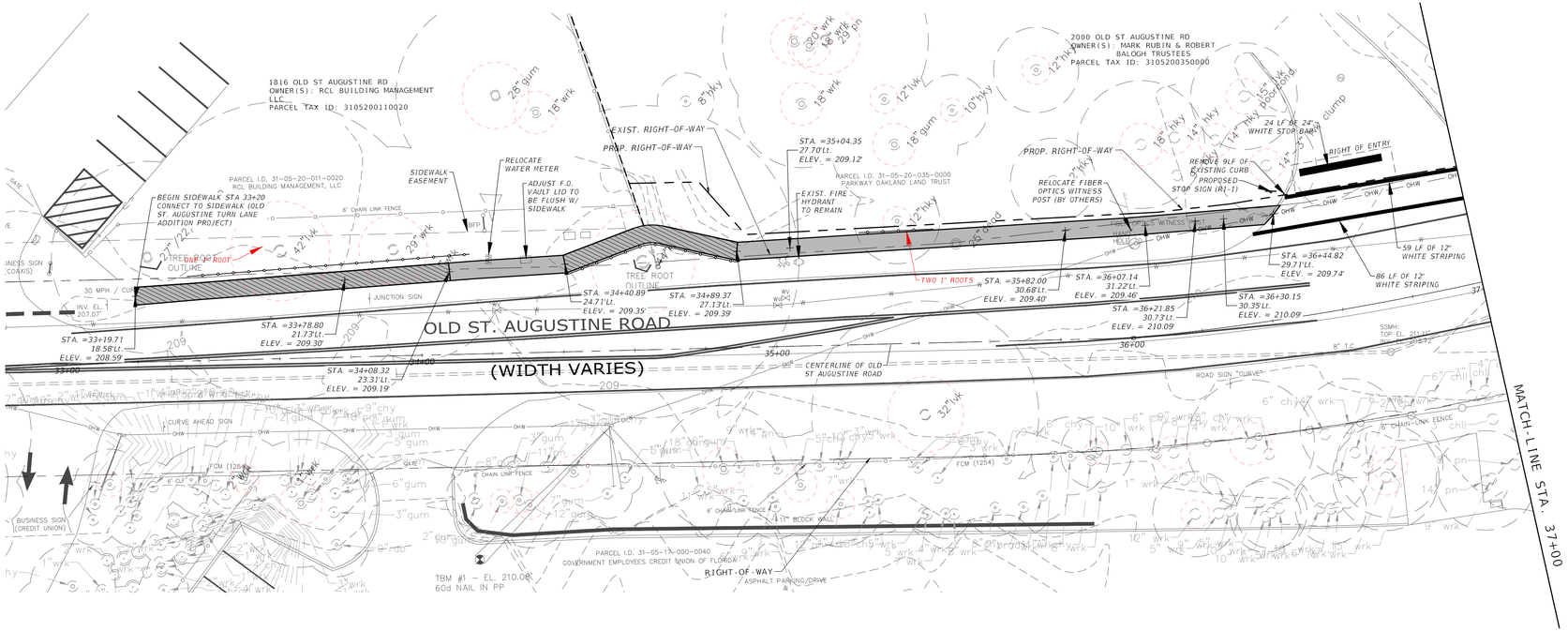
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DATE: 11/06/2025
DRAWING: 7.3

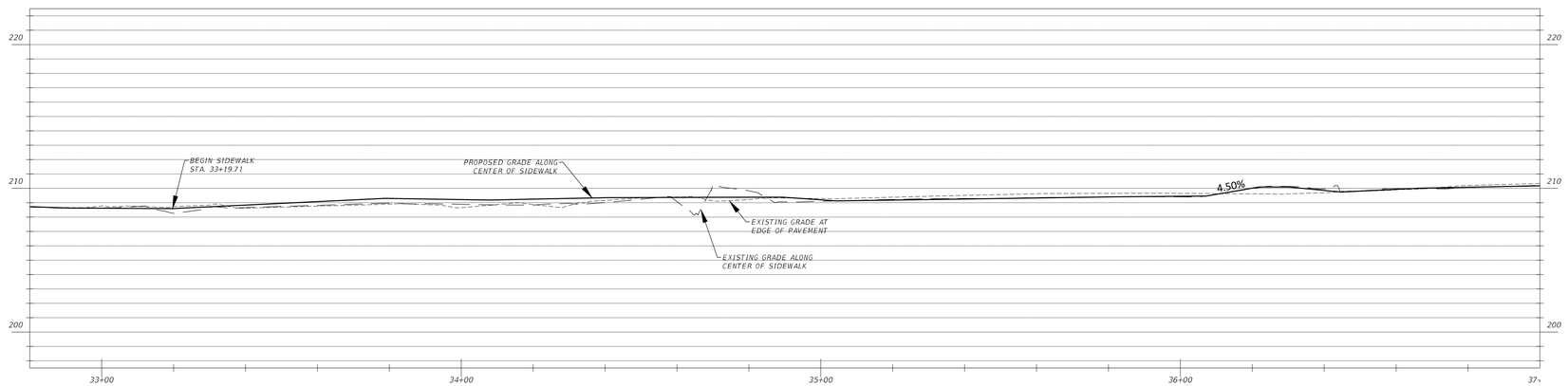
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LEGEND

- PROPOSED CONCRETE SIDEWALK (6" TK)
- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- TREE TYPE AND SIZE
- ROOT PLATE
- CRITICAL PROTECTION ZONE (CPZ)
- ONE 1" ROOT — AIR SPADING RESULTS
- EXIST. ROW
- TREE PROTECTION FENCING

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)





SCALE:
1:20 H
1:5 V

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2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
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FAX (850) 606-1501

PLAN & PROFILE
(INTERSECTION TO PAUL RUSSELL)
OLD ST. AUGUSTINE
SIDEWALK IMPROVEMENTS
LEON COUNTY, FLORIDA

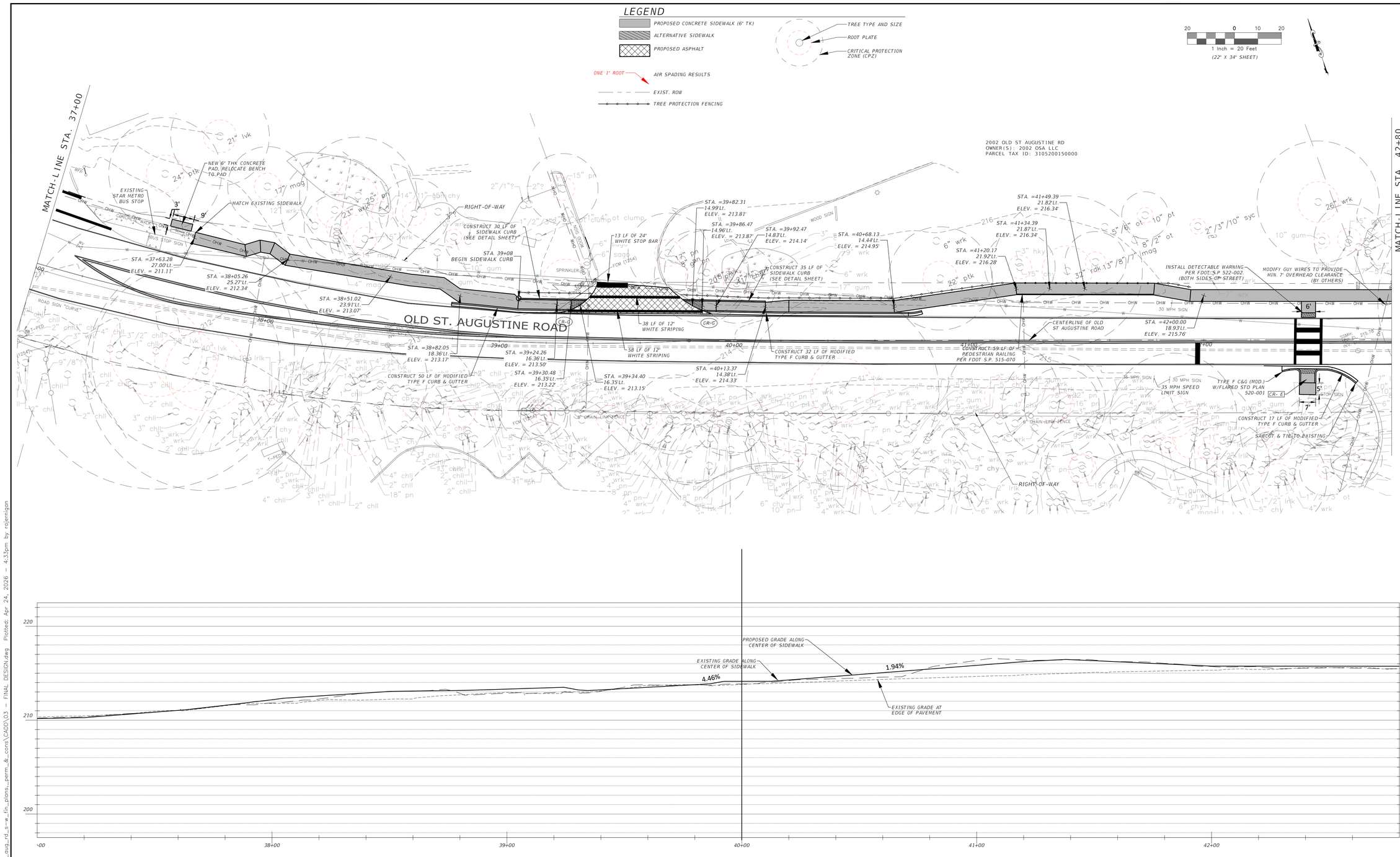
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Florida Engineer # 78674

PROJECT NO.: 15-0513.002
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DATE: 11/06/2025
DRAWING: 7.4

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SCALE:
1:20 H
1:5 V

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APPROVED BY	BRL

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DRAWING: 7.5

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LEGEND

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- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
- TREE TYPE AND SIZE
- ROOT PLATE
- CRITICAL PROTECTION ZONE (CPZ)
- ONE 1" ROOT — AIR SPADING RESULTS
- EXIST. ROW
- TREE PROTECTION FENCING

20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)

NO ADDRESS
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OWNER(S): TALLAHASSEE CHAN CENTER DOMBA INC
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PARCEL TAX ID: 3105204110000

1314 PAUL RUSSELL RD
OWNER(S): GOTHA CHATTELS LLC
PARCEL TAX ID: 3105204070000

MATCH-LINE STA. 42+80

MATCH-LINE STA. 48+60

OLD ST. AUGUSTINE ROAD

RIGHT-OF-WAY

4' WOOD RAIL FENCE

DO NOT DISTURB EXISTING FENCE AND GATE. ANY DAMAGE TO FENCE OR GATE DUE TO CONSTRUCTION SHALL BE REPLACED IN-KIND AT CONTRACTOR'S EXPENSE.

CONSTRUCT 183 LF OF BOARDWALK

BEGIN NEW FENCE, CONNECT TO EXISTING.

PROPOSED 4'H TIMBER AND STEEL MESH FENCE - MATCH EXISTING. REMOVE EXISTING.

CENTERLINE OF OLD ST AUGUSTINE ROAD

EXIST. CURB & GUTTER

TCE

ONE 1.5" ROOT

MANY ROOTS UNDER 2"

MULTI. 1" ROOTS

ONE 1" ROOT

STA. =42+95.93
18.76'Lt.
ELEV. = 215.74'

STA. =43+28.30
21.12'Lt.
ELEV. = 215.38'

STA. =43+74.68
17.92'Lt.
ELEV. = 216.23'

STA. =44+19.53
18.70'Lt.
ELEV. = 216.06'

STA. =44+25.53
18.80'Lt.
ELEV. = 215.78'

STA. =44+54.74
19.42'Lt.
ELEV. = 215.80'

STA. =44+95.79
20.69'Lt.
ELEV. = 217.77'

STA. =45+20.95
20.66'Lt.
ELEV. = 217.47'

STA. =45+37.32
20.63'Lt.
ELEV. = 216.68'

STA. =46+01.85
20.52'Lt.
ELEV. = 216.47'

STA. =46+12.46
20.52'Lt.
ELEV. = 216.98'

STA. =46+20.91
16.67'Lt.
ELEV. = 217.42'

STA. =47+13.63
16.72'Lt.
ELEV. = 217.42'

STA. =47+34.97
16.72'Lt.
ELEV. = 215.69'

STA. =47+39.97
16.73'Lt.
ELEV. = 215.69'

STA. =47+57.17
20.88'Lt.
ELEV. = 214.26'

STA. =47+69.86
21.12'Lt.
ELEV. = 214.26'

STA. =47+99.81
19.56'Lt.
ELEV. = 211.83'

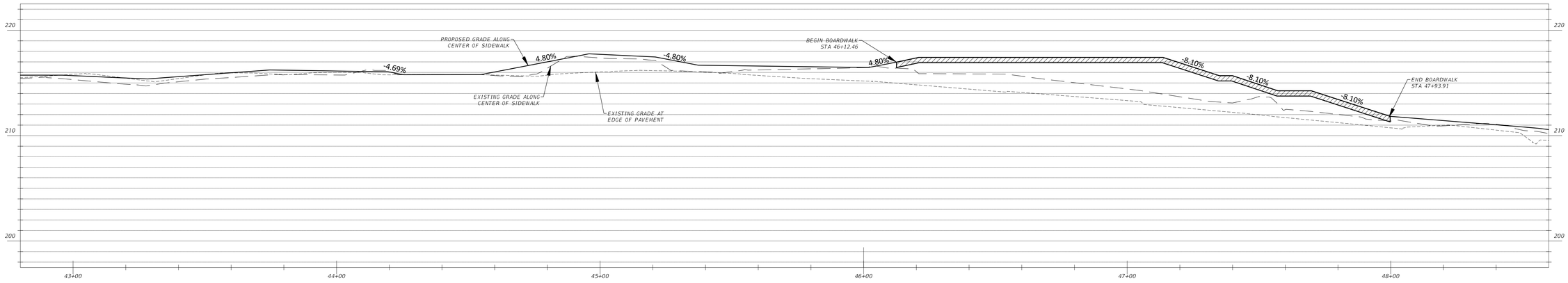
STA. =48+55.92
21.95'Lt.
ELEV. = 210.70'

43+00 44+00 45+00 46+00 47+00 48+00

NO PARKING SIGN

STOP SIGN

SPRINKLER



SCALE:
1:20 H
1:5 V

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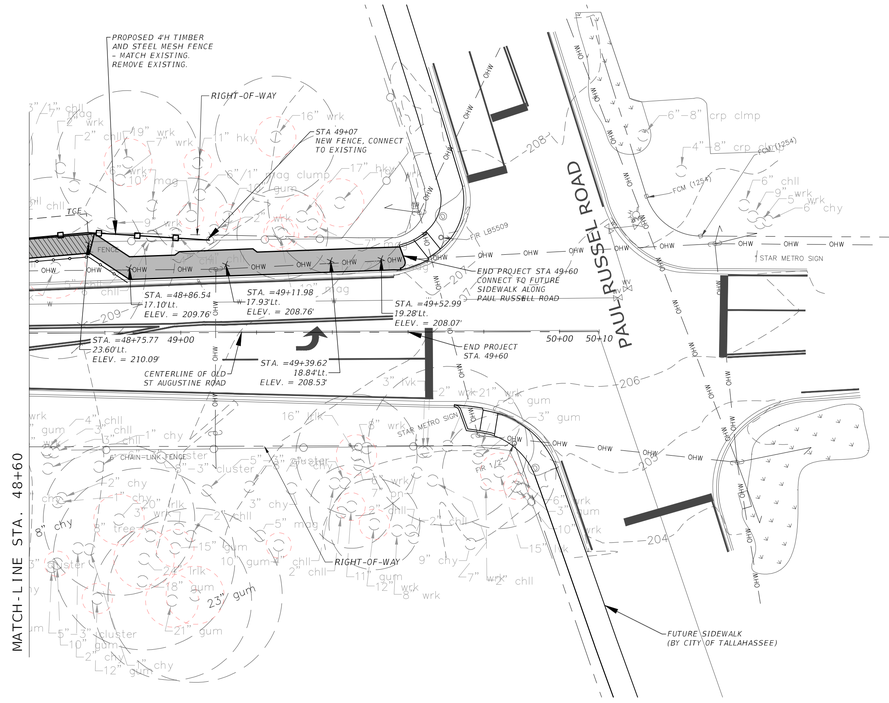
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DRAWING: 7.6

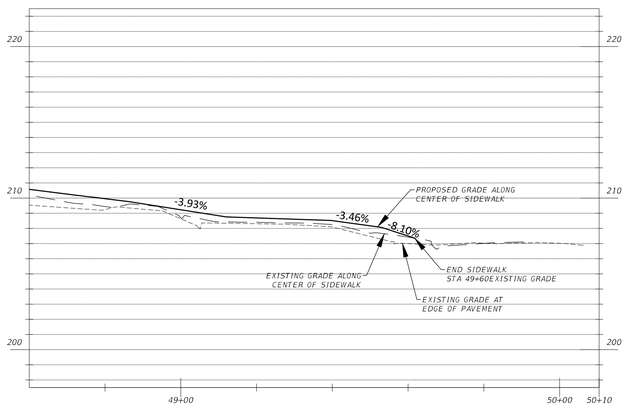
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20 0 10 20
1 Inch = 20 Feet
(22" X 34" SHEET)



LEGEND

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- ALTERNATIVE SIDEWALK
- PROPOSED ASPHALT
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OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

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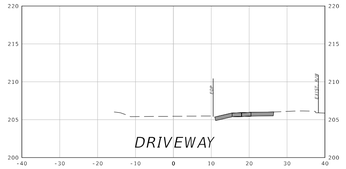
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Benjamin R. Lennon, P.E.
Florida Engineer # 78674

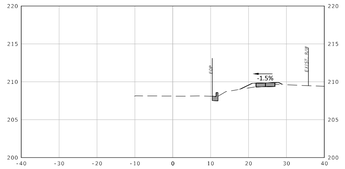
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SCALE: AS SHOWN
DATE: 11/06/2025
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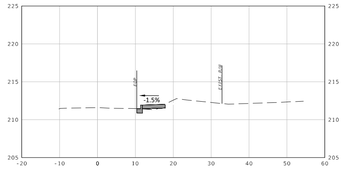
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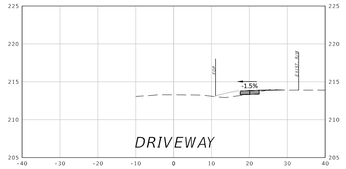
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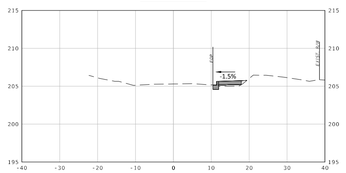
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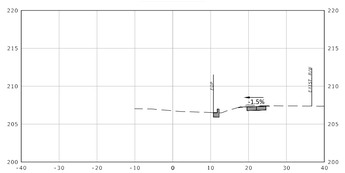
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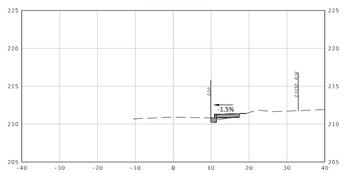
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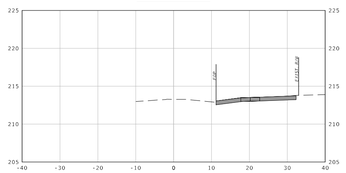
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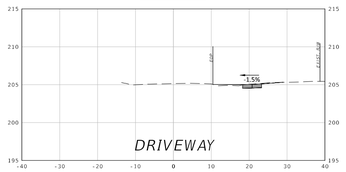


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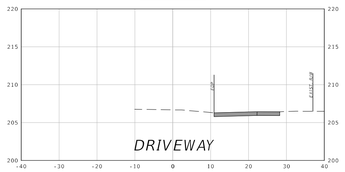


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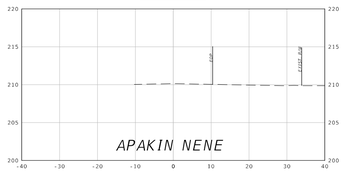
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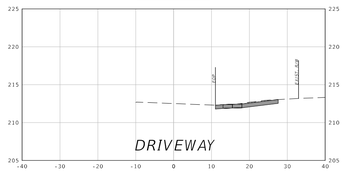
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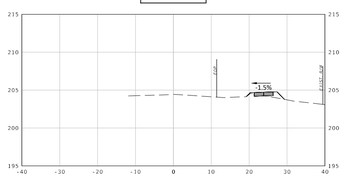


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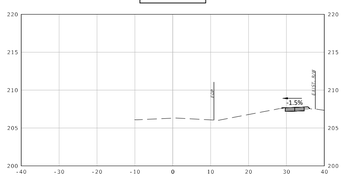


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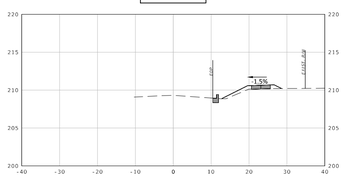
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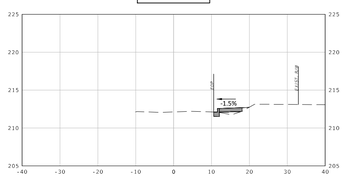
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7+00.00



11+00.00



SCALE:
1:20 H
1:10 V

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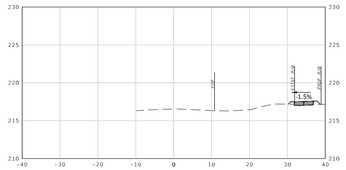
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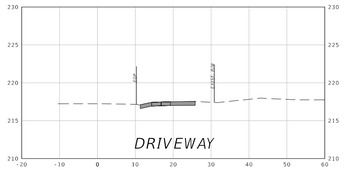
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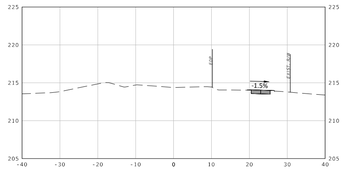
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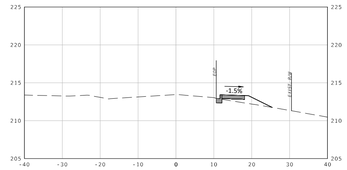
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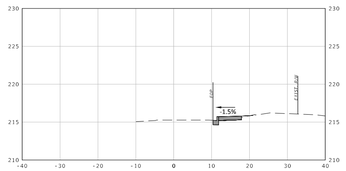
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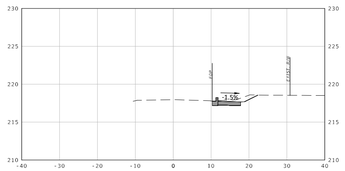
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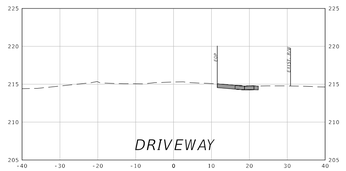
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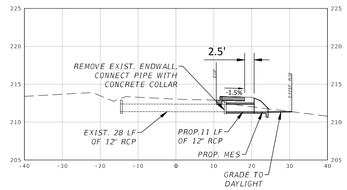
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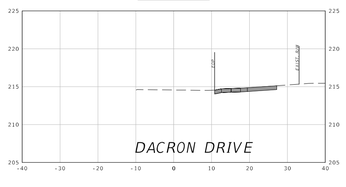
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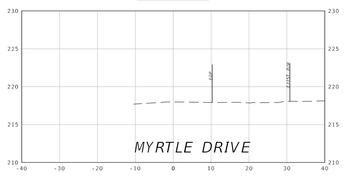
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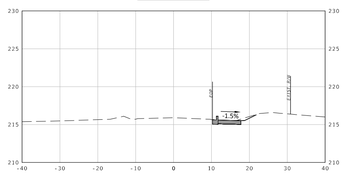
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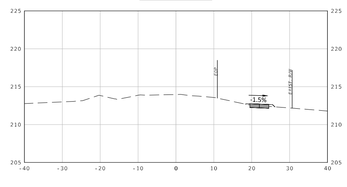
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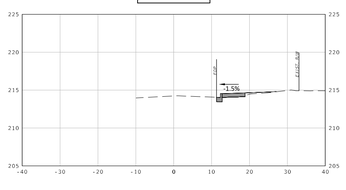
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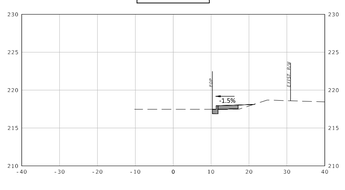
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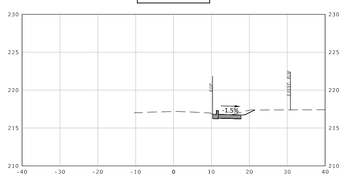
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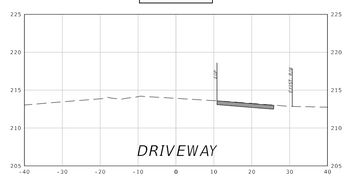
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20+65.00



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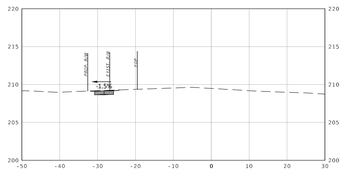
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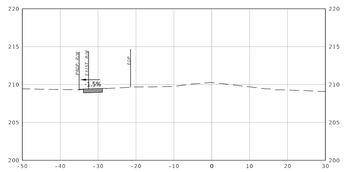
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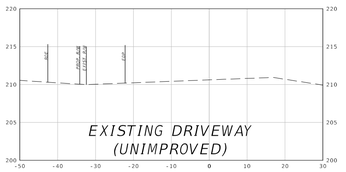
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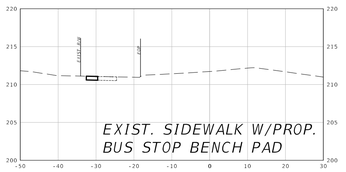
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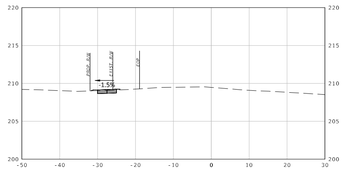
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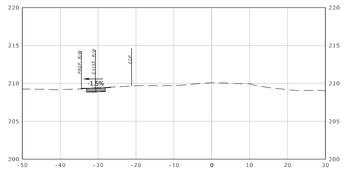
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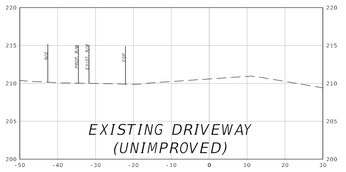
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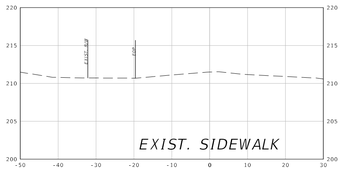
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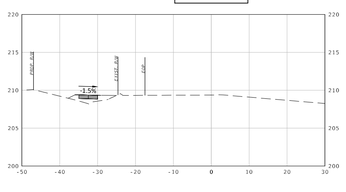
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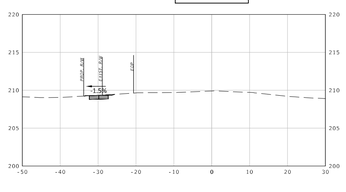
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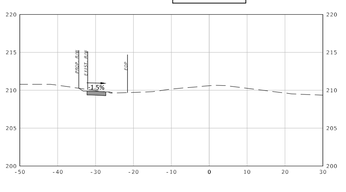
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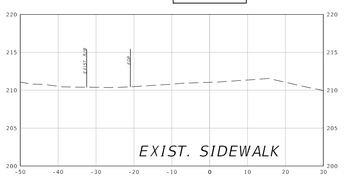
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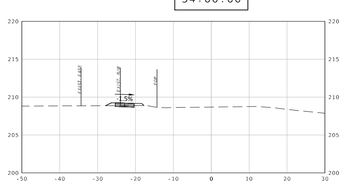
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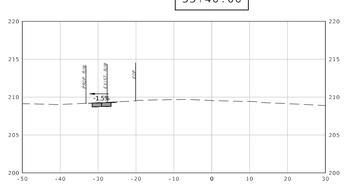
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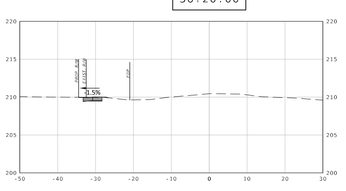
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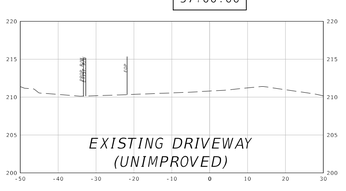
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SCALE:
1:20 H
1:10 V

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Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002

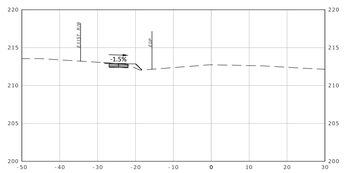
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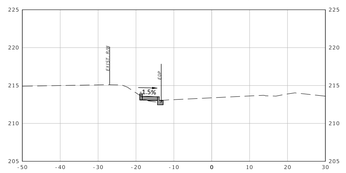
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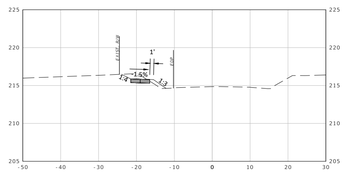
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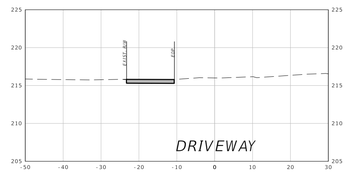
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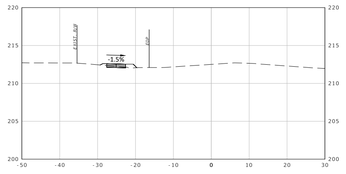
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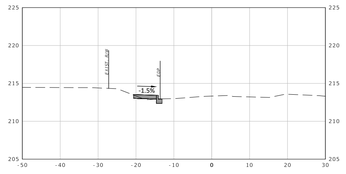
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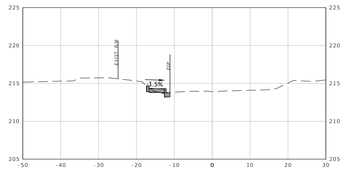
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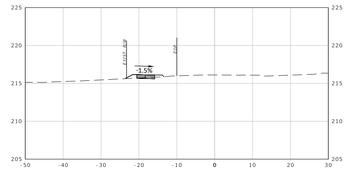
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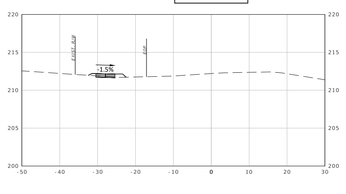
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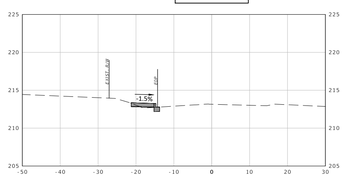
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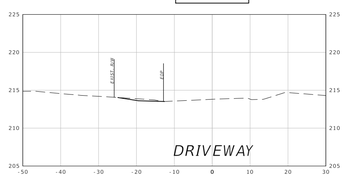
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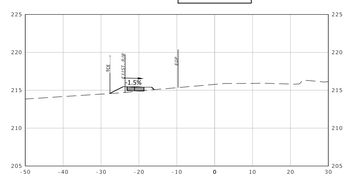
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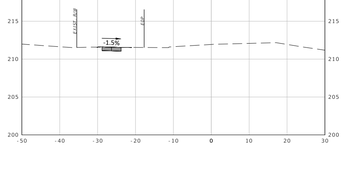
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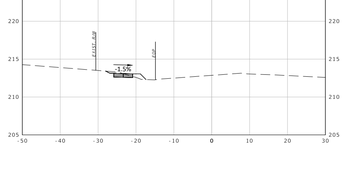
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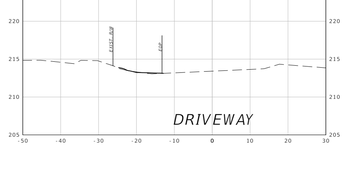
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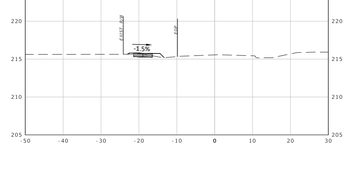
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39+40.00



42+00.00



SCALE:
1:20 H
1:10 V

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	BRL	CHECKED BY	BAK
DRAWN BY	CJA	APPROVED BY	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

CROSS SECTIONS

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.: 15-0513.002

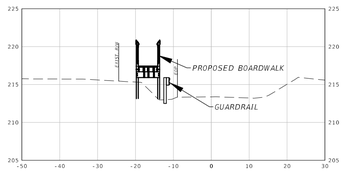
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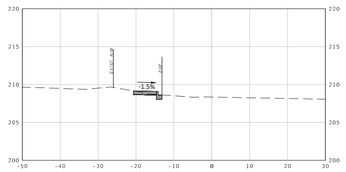
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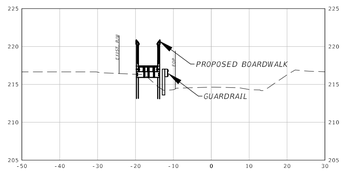
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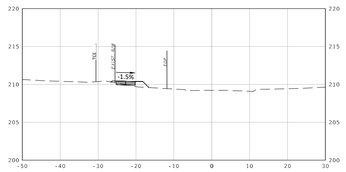
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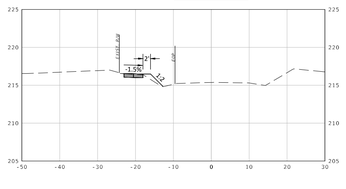
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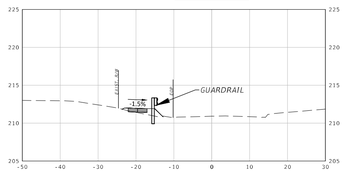
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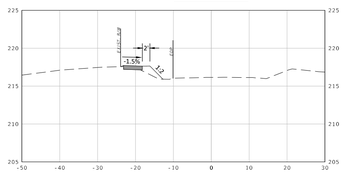
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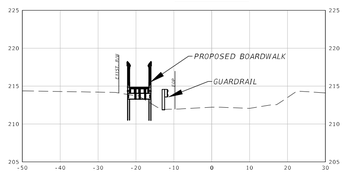
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45+00.00



47+50.00



SCALE:
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1:10 V

REVISIONS			
NO.	DATE	DESCRIPTION	BY

DESIGNED BY	BRL
DRAWN BY	CJA
CHECKED BY	BAK
APPROVED BY	BRL

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

CROSS SECTIONS

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
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Phone:850.562.9600 WWW.DRMP.COM

Benjamin R. Lennon, P.E.
Florida Engineer # 78674

PROJECT NO.:
15-0513.002

SCALE:
AS SHOWN

DATE:
11/06/2025

DRAWING:
8.4

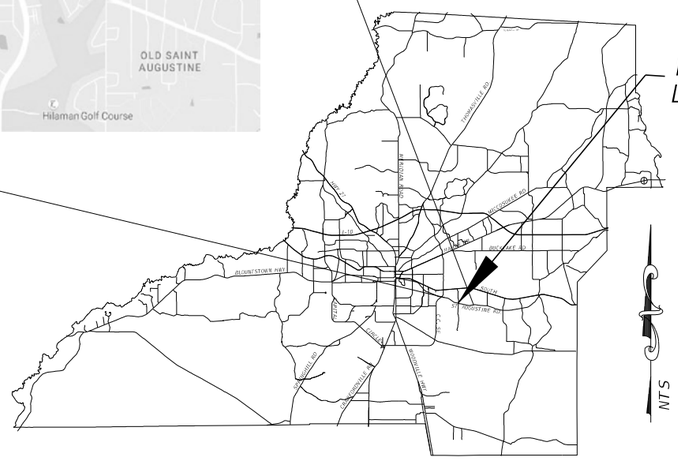
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OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN

LEON COUNTY, FLORIDA



PROPOSED MIDBLOCK CROSSING



PROJECT LOCATION

NTS

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
S-1	KEY SHEET
S-2	SIGNATURE SHEET
S-3	TABULATION OF QUANTITIES
S-4	GENERAL NOTES
S-5	SIGNING AND PAVEMENT MARKING PLANS

COMMISSIONERS:

WILLIAM C. PROCTOR, JR.
DISTRICT 1

CHRISTIAN CABAN, VICE CHAIRMAN
DISTRICT 2

RICK MINOR
DISTRICT 3

BRIAN WELCH, CHAIRMAN
DISTRICT 4

DAVID O'KEEFE
DISTRICT 5

CAROLYN CUMMINGS
AT-LARGE I

NICK MADDOX
AT-LARGE II

VINCENT LONG
COUNTY ADMINISTRATOR

CHASITY H. O'STEEN
COUNTY ATTORNEY

BRENT PELL
PUBLIC WORKS DIRECTOR

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD, TALLAHASSEE, FLORIDA 32308
PHONE (850) 606-1500 * FAX (850) 656-1501

LEON COUNTY PUBLIC WORKS PROJECT MANAGER: CHRIS MUEHLEMANN, P.E.

NOVEMBER 2025

PROJECT SUMMARY:

THIS PROJECT IS FOR THE PROPOSED CONSTRUCTION OF A PEDESTRIAN MIDBLOCK CROSSING ON OLD ST AUGUSTINE ROAD AT THE GREENS.

GOVERNING STANDARDS:
NOTE: ALL CONSTRUCTION SHALL COMFORM TO FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) DESIGN STANDARDS AND SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION LATEST EDITION, WITH LCPW ADDENDA AND ALL ADA STATE & FEDERAL REQUIREMEMTS.

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS

ENGINEER OF RECORD
DESTON L. TAYLOR, P.E., P.T.O.E.
LICENSE NUMBER: 96593
DRMP, INC.
700 S PALAFOX STREET - SUITE 160
PENSACOLA, FL 32502

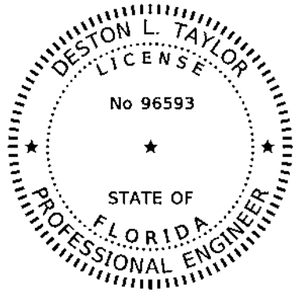
OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN

ROAD NO.	COUNTY	DRMP PROJECT NO.
CR 2196	LEON	15-0513.002

KEY SHEET

SHEET NO. S-1

Posted on October 5, 2026



THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY:

ON THE DATE ADJACENT TO THE SEAL

SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

DRMP, Inc.
700 S Palafox St - Suite 160
Pensacola, FL 32502
Phone: (850) 469-9077 Fax: (850) 469-9073
Deston L. Taylor, P.E. License No. 96593

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

SIGNING AND PAVEMENT MARKING PLANS

SHEET NO.	SHEET DESCRIPTION
S-1	KEY SHEET
S-2	SIGNATURE SHEET
S-3	TABULATION OF QUANTITIES
S-4	GENERAL NOTES
S-5	SIGNING AND PAVEMENT MARKING PLANS

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

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ENGINEER OF RECORD
DESTON L. TAYLOR, P.E., P.T.O.E.
LICENSE NUMBER: 96593
DRMP, INC.
700 S PALAFOX STREET - SUITE 160
PENSACOLA, FL 32502

OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN

ROAD NO.	COUNTY	DRMP PROJECT NO.
CR 2196	LEON	15-0513.002

SIGNATURE SHEET

SHEET NO. S-2

Posted on October 5, 2026

P:\Projects15\15-0513.002_Old_St_Aug_Rd_S-W_Fin_Plans,_Perm_&_ConS\Traffic\Design\CADD\SIGNSP01.dgn : SIGNATURESHEETS
John.McCracken 9/19/2025 3:39:30 PM

EXHIBIT A - SOLICITATION PAGE 57 OF 162

TABULATION OF QUANTITIES

PAY ITEM NO.	DESCRIPTION	UNIT	SHEET NUMBERS																				TOTAL THIS SHEET		GRAND TOTAL		REF. SHEET
			S-5																								
			PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	
630-2-11	CONDUIT, FURNISH AND INSTALL, OPEN TRENCH	LF	125																				125		125		
630-2-12	CONDUIT, FURNISH AND INSTALL, DIRECTIONAL BORE	LF	27																				27		27		
630-2-14	CONDUIT, FURNISH AND INSTALL, ABOVEGROUND	LF	5																				5		5		
635-2-11	PULL & SPLICE BOX, F&I, 13" x 24" COVER SIZE	EA	3																				3		3		
639-1-121	ELECTRICAL POWER SERVICE, F&I, UNDERGROUND,	AS	1																				1		1		
	METER FURNISHED BY POWER COMPANY																										
639-2-1	ELECTRICAL SERVICE WIRE, FURNISH AND INSTALL	LF	152																				152		152		
639-3-11	ELECTRICAL SERVICE DISCONNECT, F&I, POLE MOUNT	EA	1																				1		1		
641-2-12	PRESTRESSED CONCRETE POLE, F&I, TYPE P-11	EA	1																				1		1		
	SERVICE POLE																										
654-2-12	MIDBLOCK CROSSWALK: RECTANGULAR RAPID FLASHING	AS	2																				2		2		
	BEACON, FURNISH & INSTALL-AC, COMPLETE SIGN																										
	ASSEMBLY-BACK TO BACK																										
700-1-111	SINGLE COLUMN GROUND SIGN ASSEMBLY, F&I,	EA	4																				4		4		
	GROUND MOUNT, LESS THAN 12 SF																										
711-11-125	THERMOPLASTIC, STANDARD, WHITE, SOLID, 24" FOR	LF	20																				20		20		
	STOP LINE AND CROSSWALK																										
711-11-160	THERMOPLASTIC, STANDARD, WHITE, MESSAGE OR	EA	6																				6		6		
	SYMBOL																										
711-14-123	THERMOPLASTIC, PREFORMED, WHITE, SOLID, 12"	LF	20																				20		20		
	FOR CROSSWALK AND ROUNDABOUT																										
711-14-125	THERMOPLASTIC, PREFORMED, WHITE, SOLID, 24"	LF	30																				30		30		
	FOR STOP LINE AND CROSSWALK																										

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

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ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS

ENGINEER OF RECORD
DESTON L. TAYLOR, P.E., P.T.O.E.
LICENSE NUMBER: 96593
DRMP, INC.
700 S PALAFOX STREET - SUITE 160
PENSACOLA, FL 32502

OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN

ROAD NO.	COUNTY	DRMP PROJECT NO.
CR 2196	LEON	15-0513.002

TABULATION OF QUANTITIES

SHEET NO. C-3

Posted on October 5, 2026

P:\Projects15\15-0513.002_Old_St_Aug_Rd_S-W_Fin_Plans,_Perm_&_ConS\Traffic\Design\CADD\CESSSG02.dgn : PAYITEMSHEETS
John.McCracken 9/19/2025 9:52:39 AM

SIGNING AND PAVEMENT MARKING NOTES

1. EXISTING SIGN ASSEMBLIES TO BE REMOVED SHALL BE PLACED IN AREAS APPROVED BY THE ENGINEER FOR PICKUP BY LEON COUNTY MAINTENANCE. CONTACT THE COUNTY MAINTENANCE ENGINEER 48 HOURS IN ADVANCE FOR PICK UP. ANY SIGNS NOT TAKEN BY LEON COUNTY MAINTENANCE SHALL BE DISPOSED OF BY THE CONTRACTOR.
2. WHERE AUGERING OR DRILLING EXCAVATE THE FIRST 4 FEET BY NON-MECHANICAL AND NON-DESTRUCTIVE MEANS.
3. MAINTAIN EXISTING STREET NAME SIGNS FOR 911 PURPOSES.
4. REFER TO OLD ST AUGUSTINE SIDEWALK IMPROVEMENT PLANS FOR UTILITY CONTACT INFORMATION.
5. THE COLOR OF AUXILIARY PANELS SHALL MATCH THE COLOR COMBINATION OF THE SIGN.

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

LEON COUNTY DEPARTMENT
OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
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DRMP, INC.
700 S PALAFOX STREET - SUITE 160
PENSACOLA, FL 32502

OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN		
ROAD NO.	COUNTY	DRMP PROJECT NO.
CR 2196	LEON	15-0513.002

GENERAL NOTES

SHEET NO. 5.4

STA. 42+54.14
15.51' LT.
654-2-12 1 AS

W16-7PR
24" x 12"

W16-7PL
24" x 12"

W11-2
30" x 30"

W11-2
30" x 30"

0 10 40
Feet

STA. 45+21.76
15.19' LT.
1 EA 700-1-111

W11-2
36" x 36"

AHEAD

W16-9P
24" x 12"

1 RUN - 6 LF 630-2-11
1 RUN - 5 LF 630-2-14
3 EA (TYP) 635-2-11
1 AS 639-1-121
6 LF 639-2-1

1 RUN - 18 LF 630-2-11
18 LF 639-2-1

STA. 42+94.60
13.23' LT.
1 EA 700-1-111

R1-5B
36" x 36"

1 EA 639-3-11
1 EA 641-2-12

EXISTING SIGN
TO REMAIN

30 MPH

PROPOSED SIDEWALK

PROPOSED POINT OF SERVICE

101 LF 630-2-11
101 LF 639-2-1

24" WHITE

40+00 41+00 42+00 43+00 44+00 45+00

OLD ST. AUGUSTINE RD

STOP +47 FOR +95 PEDS +51

+39 PEDS +95 FOR +43 STOP

12" WHITE PREFORMED

24" WHITE PREFORMED

THE GREENS APARTMENT COMPLEX

SPEED LIMIT 35

EXISTING SIGN
TO REMAIN

30 MPH

EXISTING SIGN
TO REMAIN

STA. 41+99.36
14.56' RT.
1 EA 700-1-111

R1-5B
36" x 36"

2 RUNS - 27 LF 630-2-12
27 LF 639-2-1

STA. 42+39.30
14.51' RT.
654-2-12 1 AS

W16-7PL
24" x 12"

W11-2
30" x 30"

W11-2
30" x 30"

W16-7PR
24" x 12"

STA. 39+48.90
12.34' RT.
700-1-111 1 EA

W16-9P
24" x 12"

AHEAD

W11-2
36" x 36"

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS

ENGINEER OF RECORD
DESTON L. TAYLOR, P.E., P.T.O.E.
LICENSE NUMBER: 96593
DRMP, INC.
700 S PALAFOX STREET - SUITE 160
PENSACOLA, FL 32502

OLD ST. AUGUSTINE RD AT THE GREENS MIDBLOCK CROSSING DESIGN

ROAD NO.	COUNTY	DRMP PROJECT NO.
CR 2196	LEON	15-0513.002

SIGNING AND PAVEMENT MARKING PLANS

SHEET NO. S-5

Posted on October 5, 2026

P:\Projects15\15-0513.002_Old_St_Aug_Rd_S-W_Fin_Plans,_Perm_&_ConS\Traffic\Design\CADD\DSGNSG01.dgn : PLAN 1 [SHEET]
DTaylor 11/17/2025 3:49:16 PM

March 13, 2026
PREPARED BY: Chris Muehlemann

SPECIFICATIONS PACKAGE
Contract Number: _____
FINANCIAL PROJECT ID(S).453817-1-58-01
FEDERAL FUNDS
DISTRICT THREE
LEON COUNTY

The applicable Articles and Subarticles of the General Requirements & Covenants division (Division I) of the FY 2025-26 edition of the Florida Department of Transportation Standard Specifications for Road and Bridge Construction are added, and all of the Construction Details and Materials divisions (Division II & III) are revised, as follows:

I hereby certify that this specifications package has been properly prepared by me, or under my responsible charge, in accordance with procedures adopted by the Florida Department of Transportation.

Signature and Seal: CHRIS R. MUEHLEMANN LICENSE No. 64624 STATE OF FLORIDA PROFESSIONAL ENGINEER

Date: 03/13/2026
State of Florida,
Professional Engineer, License No.: 64624
Firm/Agency Name: Leon County Public Works
Firm/Agency Address: 2280 Miccosukee Road
City, State, Zip Code: Tallahassee, Fl 32303
Page(s): 69

LAP DIVISION 1 SPECIFICATIONS.

(REV 6-27-24) (FA 8-23-24) (FY 2025-26)

Construction Checklist Specifications
from
Department of Transportation
Standard Specifications for Road and Bridge Construction

The following excerpts from the Standard Specifications and Special Provisions are provided for use in LAP Specifications as needed in accordance with the Local Programs Manual (525-010-300) and the Local Agency Program Checklist for Construction Contracts (Phase 58) – Federal and State Requirements (525-010-44)

SECTION 1 – DEFINITIONS AND TERMS.

Department Name _____

Engineer_____

Contractor's Engineer of Record.

A Professional Engineer registered in the State of Florida, other than the Engineer of Record or their subcontracted consultant, who undertakes the design and drawing of components of the permanent structure as part of a redesign or Cost Savings Initiative Proposal, or for repair designs and details of the permanent work. The Contractor's Engineer of Record may also serve as the Specialty Engineer.

The Contractor's Engineer of Record must be an employee of a pre-qualified firm. The firm shall be pre-qualified in accordance with the Rules of the Department of Transportation, Chapter 14-75. Any Corporation or Partnership offering engineering services must hold a Certificate of Authorization from the Florida Department of Business and Professional Regulation.

As an alternate to being an employee of a pre-qualified firm, the Contractor's Engineer of Record may be a pre-qualified Specialty Engineer. For items of the permanent work declared by the State Construction Office to be "major" or "structural", the work performed by a pre-qualified Specialty Engineer must be checked by another pre-qualified Specialty Engineer. An individual Engineer may become pre-qualified in the work groups listed in the Rules of the Department of Transportation, Chapter 14-75, if the requirements for the Professional Engineer are met for the individual work groups. Pre-qualified Specialty Engineers are listed on the State Construction Website. Pre-qualified Specialty Engineers will not be authorized to perform redesigns or Cost Savings Initiative Proposal designs of items fully detailed in the plans.

Specialty Engineer.

A Professional Engineer registered in the State of Florida, other than the Engineer of Record or their subcontracted consultant, who undertakes the design and drawing preparation of components, systems, or installation methods and equipment for specific temporary portions of the project work or for special items of the permanent works not fully detailed in the Plans and required to be furnished by the Contractor. The Specialty Engineer may also provide designs and details, repair designs and details, or perform Engineering Analyses for items of the permanent work declared by the State Construction Office to be "minor" or "non-structural".

For items of work not specifically covered by the Rules of the Department of Transportation, a Specialty Engineer is qualified if they have the following qualifications:

1. Registration as a Professional Engineer in the State of Florida.
2. The education and experience necessary to perform the submitted design as required by the Florida Department of Business and Professional Regulation.

SECTION 2 – PROPOSAL REQUIREMENTS AND CONDITIONS

2-1 Prequalification of Bidders.

Except as noted below, prequalify with the Department to be eligible to bid. The Department publishes regulations covering prequalification of Bidders under separate cover.

The Department does not require the Bidder to be a prequalified Contractor if bidding construction contracts of $250,000 or less, or if constructing buildings. In addition, at its sole discretion, the Department may waive prequalification requirements on contracts of $500,000 or less.

For construction contracts requiring prequalification, file an application for qualification using the Department's online prequalification application system, giving detailed information with respect to financial resources, equipment, past record, personnel, and experience. For qualified applicants, the Department will issue a certificate fixing the types of work and the aggregate amount of work that the Department allows the prequalified Bidder to have under contract at any one time.

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit the following:

1. A bid on a Contract to provide any goods or services to a public entity.
2. A bid on a Contract with a public entity for the construction or repair of a public building or public work.
3. Bids on leases of real property to a public entity.

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not be awarded or perform work as a contractor, supplier, 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 F.S., for Category Two. All restrictions apply for a period of 36 months from the date of placement on the convicted vendor list.

All prequalified Contractors bidding on any Contract must certify their total dollar amount of Work Underway and submit Form 375-020-39 or a spreadsheet in a similar format prior to submitting a bid. This information must be submitted at least once during the month the bid is due via the "Work Underway" link in the Contractor Pre-Qualification System.

SECTION 4 – SCOPE OF THE WORK.

4-3 Alteration of Plans or of Character of Work.

4-3.1 General: The Engineer reserves the right to make, at any time prior to or during the progress of the work, such increases or decreases in quantities, whether a significant change or not, and such alterations in the details of construction, whether a substantial change or not, including but not limited to alterations in the grade or alignment of the road or structure or both, as may be found necessary or desirable by the Engineer. Such increases, decreases or alterations shall not constitute a breach of Contract, shall not invalidate the Contract, nor release the Surety from any liability arising out of this Contract or the Surety bond. The Contractor agrees to perform the work, as altered, the same as if it had been a part of the original Contract.

The term "significant change" applies only when:

1. The Engineer determines that the character of the work as altered differs materially in kind or nature from that involved or included in the original proposed construction, or

2. A major item of work is defined as an increase in excess of 125% or decreased below 75% of the original Contract quantity. The Department will apply any price adjustment for an increase in quantity only to that portion in excess of 125% of the original Contract item quantity in accordance with 4-3.2 below. In the case of a decrease below 75% the Department will only apply a price adjustment for the additional costs that are a direct result of the reduction in quantity.

In (1) above, the determination by the Engineer shall be conclusive. If the determination is challenged by the Contractor in any proceeding, the Contractor must establish by clear and convincing proof that the determination by the Engineer was without any reasonable basis.

4-3.2 Increase, Decrease or Alteration in the Work: The Engineer reserves the right to make alterations in the character of the work which involve a substantial change in the nature of the design or in the type of construction or which materially increases or decreases the cost or time of performance. Such alteration shall not constitute a breach of Contract, shall not invalidate the Contract or release the Surety.

Notwithstanding that the Contractor shall have no formal right whatsoever to any extra compensation or time extension deemed due by the Contractor for any cause unless and until the Contractor follows the procedures set forth in 5-12.2 for preservation, presentation and resolution of the claim, the Contractor may at any time, after having otherwise timely submitted a notice of intent to claim or preliminary time extension request pursuant to 5-12.2 and 8-7.3.2, submit to the Department a request for equitable adjustment of compensation or time or other dispute resolution proposal. The Contractor shall in any request for equitable adjustment of compensation, time, or other dispute resolution proposal certify under oath and in writing, in accordance with the formalities required by Florida law, that the request is made in good faith, that any supportive data submitted is accurate and complete to the Contractor's best knowledge and belief, and that the amount of the request accurately reflects what the Contractor in good faith believes to be the Department's responsibility. Such certification must be made by an officer or director of the Contractor with the authority to bind the Contractor. Any such certified statements of entitlement and costs shall be subject to the audit provisions set forth in 5-12.14. While the submittal or review of a duly certified request for equitable adjustment shall neither create, modify, nor activate any legal rights or obligations as to the Contractor or the Department, the Department will review the content of any duly certified request for equitable adjustment or other dispute resolution proposal, with any further action or inaction by the Department thereafter being in its sole discretion. Any request for equitable adjustment that fails to fully comply with the certification requirements will not be reviewed by the Department.

The monetary compensation provided for below constitutes full and complete payment for such additional work and the Contractor shall have no right to any additional monetary compensation for any direct or indirect costs or profit for any such additional work beyond that expressly provided below. The Contractor shall be entitled to a time extension only to the extent that the performance of any portion of the additional work is a controlling work item and the performance of such controlling work item actually extends completion of the project due to no fault of the Contractor. All time related costs for actual performance of such additional work are included in the compensation already provided below and any time extension

entitlement hereunder will be without additional monetary compensation. The Contractor shall have no right to any monetary compensation or damages whatsoever for any direct or indirect delay to a controlling work item arising out of or in any way related to the circumstances leading up to or resulting from additional work (but not relating to the actual performance of the additional work, which is paid for as otherwise provided herein), except only as provided for under 5-12.6.2.1.

4-3.2.1 Allowable Costs for Extra Work: The Engineer may direct in writing that extra work be done and, at the Engineer's sole discretion, the Contractor will be paid pursuant to an agreed Supplemental Agreement or in the following manner:

1. Labor and Burden: The Contractor will receive payment for actual costs of direct labor and burden for the additional or unforeseen work. Labor includes foremen actually engaged in the work; and will not include project supervisory personnel nor necessary on-site clerical staff, except when the additional or unforeseen work is a controlling work item and the performance of such controlling work item actually extends completion of the project due to no fault of the Contractor. Compensation for project supervisory personnel, but in no case higher than a Project Manager's position, shall only be for the pro-rata time such supervisory personnel spent on the contract. In no case shall an officer or director of the Company, nor those persons who own more than 1% of the Company, be considered as project supervisory personnel, direct labor or foremen hereunder.

Payment for burden shall be limited solely to the following:

Table 4-1	
Item	Rate
FICA	Rate established by Law
FUTA/SUTA	Rate established by Law
Medical Insurance	Actual
Holidays, Sick & Vacation benefits	Actual
Retirement benefits	Actual
Workers Compensation	Rates based on the National Council on Compensation Insurance basic rate tables adjusted by Contractor's actual experience modification factor in effect at the time of the additional work or unforeseen work.
Per Diem	Actual but not to exceed State of Florida's rate
Insurance*	Actual
*Compensation for Insurance is limited solely to General Liability Coverage and does not include any other insurance coverage (such as, but not limited to, Umbrella Coverage, Automobile Insurance, etc.).	

At the Pre-construction conference, certify to the Engineer the following:

a. A listing of on-site clerical staff, supervisory personnel and their pro-rated time assigned to the contract,

b. Actual Rate for items listed in Table 4-1,

c. Existence of employee benefit plan for Holiday, Sick and Vacation benefits and a Retirement Plan, and,

d. Payment of Per Diem is a company practice for instances when compensation for Per Diem is requested.

Such certification must be made by an officer or director of the Contractor with authority to bind the Contractor. Timely certification is a condition precedent to any right of the Contractor to recover compensations for such costs, and failure to timely submit the certification will constitute a full, complete, absolute and irrevocable waiver by the Contractor of any right to recover such costs. Any subsequent changes shall be certified to the Engineer as part of the cost proposal or seven calendar days in advance of performing such extra work.

2. Materials and Supplies: For materials accepted by the Engineer and used on the project, the Contractor will receive the actual cost of such materials incorporated into the work, including Contractor paid transportation charges (exclusive of equipment as hereinafter set forth). For supplies reasonably needed for performing the work, the Contractor will receive the actual cost of such supplies.

3. Equipment: For any machinery or special equipment (other than small tools), including fuel and lubricant, the Contractor will receive 100% of the "Rental Rate Blue Book" for the actual time that such equipment is in operation on the work, and 50% of the "Rental Rate Blue Book" for the time the equipment is directed to standby and remain on the project site, to be calculated as indicated below. The equipment rates will be based on the latest edition (as of the date the work to be performed begins) of the "Rental Rate Blue Book for Construction Equipment" as published by EquipmentWatch, a division of Informa Business Media, Inc., using all instructions and adjustments contained therein and as modified below. On all projects, the Engineer will adjust the rates using regional adjustments and Rate Adjustment Tables according to the instructions in the "Rental Rate Blue Book."

Allowable Equipment Rates will be established as set out below:

a. Allowable Hourly Equipment Rate = Monthly Rate/176 x Adjustment Factors x 100%.

b. Allowable Hourly Operating Cost = Hourly Operating Cost x 100%.

c. Allowable Rate Per Hour = Allowable Hourly Equipment Rate + Allowable Hourly Operating Cost.

d. Standby Rate = Allowable Hourly Equipment Rate x 50%.

The Monthly Rate is The Basic Machine Rate Plus Any Attachments. Standby rates will apply when equipment is not in operation and is directed by the Engineer to standby at the project site when needed again to complete work and the cost of moving the equipment will exceed the accumulated standby cost. Standby rates will not apply on any day the equipment operates for eight or more hours. Standby payment will be limited to only that number of hours which, when added to the operating time for that day equals eight hours. Standby payment will not be made on days that are not normally considered work days on the project.

The Department will allow for the cost of transporting the equipment to and from the location at which it will be used. If the equipment requires assembly or disassembly for transport, the Department will pay for the time to perform this work at the rate for standby equipment.

Equipment may include vehicles utilized only by Labor, as defined above.

4. Indirect Costs, Expenses, and Profit: Compensation for all indirect costs, expenses, and profit of the Contractor, including but not limited to overhead of any kind, whether jobsite, field office, division office, regional office, home office, or otherwise, is expressly limited to the greater of either (a) or (b) below:

a. Solely a mark-up of 17.5% on the payments in (1) through (3), above.

1. Bond: The Contractor will receive compensation for any premium for acquiring a bond for such additional or unforeseen work at the original Contract bond rate paid by the Contractor. No compensation for bond premium will be allowed for additional or unforeseen work paid by the Department via initial contingency pay item.

2. The Contractor will be allowed a markup of 10% on the first $50,000 and a markup of 5% on any amount over $50,000 on any subcontract directly related to the additional or unforeseen work. Any such subcontractor mark-up will be allowed only by the prime Contractor and a first tier subcontractor, and the Contractor must elect the markup for any eligible first tier subcontractor to do so.

b. Solely the formula set forth below and only as applied solely as to such number of calendar days of entitlement that are in excess of ten cumulative calendar days as defined below.

$$D = \frac{A \times C}{B}$$

Where A = Original Contract Amount
B = Original Contract Time
C = 8%
D = Average Overhead Per Day

Cumulative Calendar Days is defined as the combined total number of calendar days granted as time extensions due to either extra work, excluding overruns to existing contract items, that extend the duration of the project or delay of a controlling work item caused solely by the Department, or the combined total number of calendar days for which a claim of entitlement to a time extension due to delay of a controlling work item caused solely by the Department is otherwise ultimately determined to be in favor of the Contractor.

No compensation, whatsoever, will be paid to the Contractor for any jobsite overhead and other indirect impacts when the total number of calendar days granted for time extension due to delay of a controlling work item caused solely by the Department is, or the total number of calendar days for which entitlement to a time extension due to delay of a controlling work item caused solely by the Department is otherwise ultimately determined in favor of the Contractor to be, equal to or less than ten calendar days and the Contractor also fully assumes all monetary risk of any and all partial or single calendar day delay periods, due to delay of a controlling work item caused solely by the Department, that when combined together are equal to or less than ten calendar days and regardless of whether monetary compensation is otherwise provided for hereunder for one or more calendar days of time

extension entitlement for each calendar day exceeding ten calendar days. All calculations under this provision shall exclude weather days, Holidays, and Special Events.

Further, in the event there are concurrent delays to one or more controlling work items, one or more being caused by the Department and one or more being caused by the Contractor, the Contractor shall be entitled to a time extension for each day that a controlling work item is delayed by the Department but shall have no right to nor receive any monetary compensation for any indirect costs for any days of concurrent delay.

4-3.2.2 Subcontracted Work: Compensation for the additional or unforeseen work performed by a subcontractor shall be limited solely to that provided for in 4-3.2.1 (1), (2), (3) and (4)(a). In addition, the Contractor compensation is expressly limited to the greater of the total provided in either 4-3.2.1(4)(a) or (4)(b), except that the Average Overhead Per-Day calculation is as follows:

$$Ds = \frac{As \times C}{B}$$

Where As = Original Contract Amount minus Original Subcontract amounts(s)*

B = Original Contract Time
C = 8%
Ds = Average Overhead Per-Day

* deduct Original Subcontract Amount(s) of subcontractor(s) performing the work

The subcontractor may receive compensation for any premium for acquiring a bond for the additional or unforeseen work; provided, however, that such payment for additional subcontractor bond will only be paid upon presentment to the Department of clear and convincing proof that the subcontractor has actually submitted and paid for separate bond premiums for such additional or unforeseen work in such amount and that the subcontractor was required by the Contractor to acquire a bond.

The Contractor shall require the subcontractor to submit a certification, in accordance with 4-3.2.1 (1), as part of the cost proposal and submit such to the Engineer. Such certification must be made by an officer or director of the subcontractor with authority to bind the subcontractor. Timely certification is a condition precedent to any right of the Contractor to recover compensation for such subcontractor costs, and failure to timely submit the certification will constitute a full, complete, absolute and irrevocable waiver by the Contractor of any right to recover such subcontractor costs.

4-3.3 No Waiver of Contract: Changes made by the Engineer will not be considered to waive any of the provisions of the Contract, nor may the Contractor make any claim for loss of anticipated profits because of the changes, or by reason of any variation between the approximate quantities and the quantities of work actually performed. All work shall be performed as directed by the Engineer and in accordance with the Contract Documents.

4-3.4 Conditions Requiring a Supplemental Agreement or Unilateral Payment: A Supplemental Agreement or Unilateral Payment will be used to clarify the Plans and Specifications of the Contract; to provide for unforeseen work, grade changes, or alterations in

the Plans which could not reasonably have been contemplated or foreseen in the original Plans and Specifications; to change the limits of construction to meet field conditions; to provide a safe and functional connection to an existing pavement; to settle documented Contract claims; to make the project functionally operational in accordance with the intent of the original Contract and subsequent amendments thereto.

A Supplemental Agreement or Unilateral Payment may be used to expand the physical limits of the project only to the extent necessary to make the project functionally operational in accordance with the intent of the original Contract. The cost of any such agreement extending the physical limits of the project shall not exceed $100,000 or 10% of the original Contract price, whichever is greater.

Perform no work to be covered by a Supplemental Agreement or Unilateral Payment before written authorization is received from the Engineer. The Engineer's written authorization will set forth sufficient work information to allow the work to begin. The work activities, terms and conditions will be reduced to written Supplemental Agreement or Unilateral Payment form promptly thereafter. No payment will be made on a Supplemental Agreement or Unilateral Payment prior to the Department's approval of the document.

4-3.5 Extra Work: Extra work authorized in writing by the Engineer will be paid in accordance with the formula in 4-3.2. Such payment will be the full extent of all monetary compensation entitlement due to the Contractor for such extra work. Any entitlement to a time extension due to extra work will be limited solely to that provided for in 4-3.2 for additional work.

4-3.6 Connections to Existing Pavement, Drives and Walks: Generally adhere to the limits of construction at the beginning and end of the project as detailed in the Plans. However, if the Engineer determines that it is necessary to extend the construction in order to make suitable connections to existing pavement, the Engineer will authorize such a change in writing.

For necessary connections to existing walks and drives that are not indicated in the Plans, the Engineer will submit direction regarding the proper connections in accordance with the Standard Plans.

4-3.7 Differing Site Conditions: During the progress of the work, if subsurface or latent physical conditions are encountered at the site differing materially from those indicated in the Contract, or if unknown physical conditions of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in the work provided for in the Contract are encountered at the site, the party discovering such conditions shall promptly notify the other party in writing of the specific differing conditions before the Contractor disturbs the conditions or performs the affected work.

Upon receipt of written notification of differing site conditions from the Contractor, the Engineer will investigate the conditions, and if it is determined that the conditions materially differ and cause an increase or decrease in the cost or time required for the performance of any work under the Contract, an adjustment will be made, excluding loss of anticipated profits, and the Contract will be modified in writing accordingly. The Engineer will notify the Contractor whether or not an adjustment of the Contract is warranted.

The Engineer will not allow a Contract adjustment for a differing site condition unless the Contractor has submitted the required written notice.

The Engineer will not allow a Contract adjustment under this clause for any effects caused to any other Department or non-Department projects on which the Contractor may be working.

4-3.8 Changes Affecting Utilities: The Contractor shall be responsible for identifying and assessing any potential impacts to a utility that may be caused by the changes proposed by the Contractor, and the Contractor shall at the time of making the request for a change notify the Department in writing of any such potential impacts to utilities.

Department approval of a Contractor proposed change does not relieve the Contractor of sole responsibility for all utility impacts, costs, delays or damages, whether direct or indirect, resulting from Contractor initiated changes in the design or construction activities from those in the original Contract Specifications, Design Plans (including Traffic Control Plans) or other Contract Documents and which effect a change in utility work different from that shown in the Utility Plans, joint project agreements or utility relocation schedules.

4-3.9 Cost Savings Initiative Proposal:

4-3.9.1 Intent and Objective:

1. This Subarticle applies to any cost reduction proposal (hereinafter referred to as a Proposal) that the Contractor initiates and develops for the purpose of refining the Contract to increase cost effectiveness or significantly improve the quality of the end result. A mandatory Cost Savings Initiative Workshop will be held prior to Contract Time beginning for the Contractor and Department to discuss potential Proposals. This mandatory workshop can only be eliminated if agreed to in writing by both the Contractor and Department. This Subarticle does not, however, apply to any such proposal unless the Contractor identifies it at the time of its submission to the Department as a proposal submitted pursuant to this Subarticle.

2. The Department will consider Proposals that would result in net savings to the Department by providing a decrease in the cost of the Contract. Proposals must result in savings without impairing essential functions and characteristics such as safety, service, life, reliability, economy of operation, ease of maintenance, aesthetics and necessary standard design features. The Department will not recognize the Contractor’s correction of plan errors that result in a cost reduction, as a Proposal. Deletions of work, approved by the Engineer which are not directly associated with or integral to a Proposal will be handled as full credits to the Department for the work deleted.

3. The Department shall have the right to reject, at its discretion, any Proposal submitted that proposes a change in the design of the pavement system or that would require additional right-of-way. Pending the Department’s execution of a formal supplemental agreement implementing an approved Proposal, the Contractor shall remain obligated to perform the work in accordance with the terms of the existing Contract. The Department may grant time extensions to allow for the time required to develop and review a Proposal.

4. For potential Proposals not discussed at the Cost Savings Initiative Workshop, a mandatory concept meeting will be held for the Contractor and Department to discuss the potential Proposal prior to development of the Proposal. This mandatory meeting can only be eliminated if agreed to in writing by both the Contractor and Department.

4-3.9.2 Subcontractors: The Department encourages the Contractor to include the provisions of this Subarticle in Contracts with subcontractors and to encourage submission of Proposals from subcontractors. However, it is not mandatory to submit Proposals to the Department or to accept or transmit subcontractor proposed Proposals to the Department.

4-3.9.3 Data Requirements: As a minimum, submit the following information with each Proposal:

1. a description of the difference between the existing Contract requirement, including any time extension request, and the proposed change, and the comparative advantages and disadvantages.

2. separate detailed cost estimates for both the existing Contract requirement and the proposed change. Break down the cost estimates by pay item numbers indicating quantity increases or decreases and deleted pay items. Identify additional proposed work not covered by pay items within the Contract, by using pay item numbers in the Basis of Estimates Manual. In preparing the estimates, include overhead, profit, and bond within pay items in the Contract. Separate pay item(s) for the cost of overhead, profit, and bond will not be allowed.

3. an itemization of the changes, deletions or additions to plan details, plan sheets, Standard Plans and Specifications that are required to implement the Proposal if the Department adopts it. Submit preliminary plan drawings sufficient to describe the proposed changes.

4. engineering or other analysis in sufficient detail to identify and describe specific features of the Contract that must be changed if the Department accepts the Proposal with a proposal as to how these changes can be accomplished and an assessment of their effect on other project elements. The Department may require that engineering analyses be performed by a prequalified consultant in the applicable class of work. Support all design changes that result from the Proposal with drawings and computations signed and sealed by the Contractor's Engineer of Record. Written documentation or drawings will be submitted clearly delineating the responsibility of the Contractor's Engineer of Record.

5. the date by which the Department must approve the Proposal to obtain the total estimated cost reduction during the remainder of the Contract, noting any effect on the Contract completion time or delivery schedule.

6. a revised project schedule that would be followed upon approval of the Proposal. This schedule would include submittal dates and review time for the Department and Peer reviews.

4-3.9.4 Processing Procedures: Submit Proposals to the Engineer or their duly authorized representative. The Department will process Proposals expeditiously; however, the Department is not liable for any delay in acting upon a Proposal submitted pursuant to this Subarticle. The Contractor may withdraw, in whole or in part, a Proposal not accepted by the Department within the period specified in the Proposal. The Department is not liable for any Proposal development cost in the case where the Department rejects or the Contractor withdraws a Proposal.

The Engineer is the sole judge of the acceptability of a Proposal and of the estimated net savings in construction costs from the adoption of all or any part of such proposal. In determining the estimated net savings, the Department reserves the right to disregard the Contract bid prices if, in the judgment of the Engineer, such prices do not represent a fair measure of the value of work to be performed or to be deleted.

Prior to approval, the Engineer may modify a Proposal, with the concurrence of the Contractor, to make it acceptable. If any modification increases or decreases the net savings resulting from the Proposal, the Department will determine the Contractor's fair share upon the basis of the Proposal as modified and upon the final quantities. The Department will compute the net savings by subtracting the revised total cost of all bid items affected by the Proposal from the total cost of the same bid items as represented in the original Contract.

Prior to approval of the Proposal that initiates the supplemental agreement, submit acceptable Contract-quality plan sheets revised to show all details consistent with the Proposal design.

4-3.9.5 Computations for Change in Contract Cost of Performance: If the Proposal is adopted, the Contractor's share of the net savings as defined hereinafter represents full compensation to the Contractor for the Proposal.

The Department will not include its costs to process and implement a Proposal in the estimate. However, the Department reserves the right, where it deems such action appropriate, to require the Contractor to pay the Department's cost of investigating and implementing a Proposal as a condition of considering such proposal. When the Department imposes such a condition, the Contractor shall accept this condition in writing, authorizing the Department to deduct amounts payable to the Department from any monies due or that may become due to the Contractor under the Contract.

4-3.9.6 Conditions of Acceptance for Major Design Modifications of Category 2 Bridges: A Proposal that proposes major design modifications of a category 2 bridge, as determined by the Engineer, shall have the following conditions of acceptance:

All bridge Plans relating to the Proposal shall undergo an independent peer review conducted by a single independent engineering firm referred to for the purposes of this article as the Independent Review Engineer who is not the originator of the Proposal design and is pre-qualified by the Department in accordance with Rule 14-75, Florida Administrative Code. The independent peer review is intended to be a comprehensive, thorough verification of the original work, giving assurance that the design is in compliance with all Department requirements. The Independent Review Engineer's comments, along with the resolution of each comment, shall be submitted to the Department. The Independent Review Engineer shall sign and seal the submittal cover letter stating that all comments have been adequately addressed and the design is in compliance with the Department requirements. If there are any unresolved comments the Independent Review Engineer shall specifically list all unresolved issues in the signed and sealed cover letter.

The Contractor shall designate a primary engineer responsible for the Proposal design and as such will be designated as the Contractors Engineer of Record for the Proposal design. The Department reserves the right to require the Contractor's Engineer of Record to assume responsibility for design of the entire structure.

New designs and independent peer reviews shall be in compliance with all applicable Department, FHWA and AASHTO criteria requirements including bridge load ratings.

4-3.9.7 Sharing Arrangements: If the Department approves a Proposal, the Contractor shall receive 50% of the net reduction in the cost of performance of the Contract. as determined by the final negotiated agreement between the Contractor and the Department. The net reduction will be determined by subtracting from the savings of the construction costs the reasonable documented engineering costs incurred by the contractor to design and develop a Proposal. The reasonable documented engineering costs will be paid by the Department. Engineering costs will be based on the consultant's certified invoice and may include the costs of the Independent Review Engineer in 4-3.9.6. The total engineering costs to be subtracted from the savings to determine the net reduction will be limited to 25% of the construction savings and shall not include any markup by the Contractor or the costs for engineering services performed by the Contractor.

4-3.9.8 Notice of Intellectual Property Interests and Department's Future Rights to a Proposal:

4-3.9.8.1 Notice of Intellectual Property Interests: The Contractor's Proposal submittal shall identify with specificity any and all forms of intellectual property rights that either the Contractor or any officer, shareholder, employee, consultant, or affiliate, of the Contractor, or any other entity who contributed in any measure to the substance of the Contractor's Proposal development, have or may have that are in whole or in part implicated in the Proposal. Such required intellectual property rights notice includes, but is not limited to, disclosure of any issued patents, copyrights, or licenses; pending patent, copyright or license applications; and any intellectual property rights that though not yet issued, applied for or intended to be pursued, could nevertheless otherwise be subsequently the subject of patent, copyright or license protection by the Contractor or others in the future. This notice requirement does not extend to intellectual property rights as to stand-alone or integral components of the Proposal that are already on the Department's Approved Product List (APL) or Standard Plans, or are otherwise generally known in the industry as being subject to patent or copyright protection.

4-3.9.8.2 Department's Future Rights to a Proposal: Notwithstanding 7-3 nor any other provision of the Standard Specifications, upon acceptance of a Proposal, the Contractor hereby grants to the Department and its contractors (such grant being expressly limited solely to any and all existing or future Department construction projects and any other Department projects that are partially or wholly funded by or for the Department) a royalty-free and perpetual license under all forms of intellectual property rights to manufacture, to use, to design, to construct, to disclose, to reproduce, to prepare and fully utilize derivative works, to distribute, display and publish, in whole or in part, and to permit others to do any of the above, and to otherwise in any manner and for any purpose whatsoever do anything reasonably necessary to fully utilize any and all aspects of such Proposal on any and all existing and future construction projects and any other Department projects.

Contractor shall hold harmless, indemnify and defend the Department and its contractors and others in privity therewith from and against any and all claims, liabilities, other obligations or losses, and reasonable expenses related thereto (including reasonable attorneys' fees), which are incurred or are suffered by any breach of the foregoing grants, and regardless of whether such intellectual property rights were or were not disclosed by the Contractor pursuant to 4-3.9.8.1, unless the Department has by express written exception in the Proposal acceptance process specifically released the Contractor from such obligation to hold harmless, indemnify and defend as to one or more disclosed intellectual property rights.

4-4 Unforeseeable Work.

When the Department requires work that is not covered by a price in the Contract and such work does not constitute a "Significant Change" as defined in 4-3.1, and the Department finds that such work is essential to the satisfactory completion of the Contract within its intended scope, the Department will make an adjustment to the Contract. The Engineer will determine the basis of payment for such an adjustment in a fair and equitable amount.

SECTION 5 – CONTROL OF THE WORK (FINAL ACCEPTANCE AND CLAIMS).

5-11 Final Acceptance.

When, upon completion of the final construction inspection of the entire project, the Engineer determines that the Contractor has satisfactorily completed the work, the Engineer will give the Contractor written notice of final acceptance.

5-12 Claims by Contractor.

5-12.1 General: When the Contractor deems that extra compensation or a time extension is due beyond that agreed to by the Engineer, whether due to delay, additional work, altered work, differing site conditions, breach of Contract, or for any other cause, the Contractor shall follow the procedures set forth herein for preservation, presentation and resolution of the claim.

Submission of timely notice of intent to file a claim, preliminary time extension request, time extension request, and the certified written claim, together with full and complete claim documentation, are each a condition precedent to the Contractor bringing any circuit court, arbitration, or other formal claims resolution proceeding against the Department for the items and for the sums or time set forth in the Contractor's certified written claim. The failure to provide such notice of intent, preliminary time extension request, time extension request, certified written claim and full and complete claim documentation within the time required shall constitute a full, complete, absolute and irrevocable waiver by the Contractor of any right to additional compensation or a time extension for such claim.

5-12.2 Notice of Claim:

5-12.2.1 Claims For Extra Work: Where the Contractor deems that additional compensation or a time extension is due for work or materials not expressly provided for in the Contract or which is by written directive expressly ordered by the Engineer pursuant to 4-3, the Contractor shall submit written notification to the Engineer of the intention to make a claim for additional compensation before beginning the work on which the claim is based, and if seeking a time extension, the Contractor shall also submit a preliminary request for time extension pursuant to 8-7.3.2 within ten calendar days after commencement of a delay and a request for Contract Time extension pursuant to 8-7.3.2 within thirty calendar days after the elimination of the delay. If such written notification is not submitted and the Engineer is not afforded the opportunity for keeping strict account of actual labor, material, equipment, and time, the Contractor waives the claim for additional compensation or a time extension. Such notice by the Contractor, and the fact that the Engineer has kept account of the labor, materials and equipment, and time, shall not in any way be construed as establishing the validity of the claim or method for computing any compensation or time extension for such claim. On projects with an original Contract amount of $3,000,000 or less within 90 calendar days after final acceptance of the project in accordance with 5-11, and on projects with an original Contract amount greater than $3,000,000 within 180 calendar days after final acceptance of the project in accordance with 5-11, the Contractor shall submit full and complete claim documentation as described in 5-12.3 and duly certified pursuant to 5-12.9. However, for any claim or part of a claim that pertains solely to final estimate quantities disputes the Contractor shall submit full and complete claim documentation as described in 5-12.3 and duly certified pursuant to 5-12.9, as to such final estimate claim dispute issues, within 90 or 180 calendar days, respectively, of the Contractor's receipt of the Department's final estimate.

If the Contractor fails to submit a certificate of claim as described in 5-12.9, the Department will so notify the Contractor in writing. The Contractor shall have ten calendar days from receipt of the notice to resubmit the claim documentation, without change, with a certificate of claim as described in 5-12.9, without regard to whether the resubmission is within the applicable 90 or 180 calendar day deadline for submission of full and complete claim documentation. Failure by the Contractor to comply with the ten calendar day notice shall constitute a waiver of the claim.

5-12.2.2 Claims For Delay: Where the Contractor deems that additional compensation or a time extension is due on account of delay, differing site conditions, breach of Contract, or any other cause other than for work or materials not expressly provided for in the Contract (Extra Work) or which is by written directive of the Engineer expressly ordered by the Engineer pursuant to 4-3, the Contractor shall submit a written notice of intent to the Engineer within ten days after commencement of a delay to a controlling work item expressly notifying the Engineer that the Contractor intends to seek additional compensation, and if seeking a time extension, the Contractor shall also submit a preliminary request for time extension pursuant to 8-7.3.2 within ten calendar days after commencement of a delay to a controlling work item, as to such delay and providing a reasonably complete description as to the cause and nature of the delay and the possible impacts to the Contractor's work by such delay, and a request for Contract Time extension pursuant to 8-7.3.2 within thirty calendar days after the elimination of the delay. On projects with an original Contract amount of $3,000,000 or less within 90 calendar days after final acceptance of the project in accordance with 5-11, and on projects with an original Contract amount greater than $3,000,000 within 180 calendar days after final acceptance of the project in accordance with 5-11, the Contractor shall submit full and complete documentation as described in 5-12.3 and duly certified pursuant to 5-12.9.

If the Contractor fails to submit a certificate of claim as described in 5-12.9, the Department will so notify the Contractor in writing. The Contractor shall have ten calendar days from receipt of the notice to resubmit the claim documentation, without change, with a certificate of claim as described in 5-12.9, without regard to whether the resubmission is within the applicable 90 or 180 calendar day deadline for submission of full and complete claim documentation. Failure by the Contractor to comply with the ten calendar day notice shall constitute a waiver of the claim.

There shall be no Contractor entitlement to any monetary compensation or time extension for any delays or delay impacts, whatsoever, that are not to a controlling work item, and then as to any such delay to a controlling work item entitlement to any monetary compensation or time extension shall only be to the extent such is otherwise provided for expressly under 4-3 or 5-12, except that in the instance of delay to a non-controlling item of work the Contractor may be compensated for the direct costs of idle labor or equipment only, at the rates set forth in 4-3.2.1(1) and (3), and then only to the extent the Contractor could not reasonably mitigate such idleness.

If the Contractor provides the written notice of intent, the preliminary request for time extension, and the request for Contract Time extension in compliance with the aforementioned time and content requirements, the Contractor's claim for delay to a controlling work item will be evaluated as of the date of the elimination of the delay even if the Contractor's performance subsequently overcomes the delay. If the claim for delay has not been settled, the Contractor must also comply with 5-12.3 and 5-12.9 to preserve the claim.

5-12.3 Content of Written Claim: As a condition precedent to the Contractor being entitled to additional compensation or a time extension under the Contract, for any claim, the Contractor shall submit a certified written claim to the Department which will include for each individual claim, at a minimum, the following information:

1. A detailed factual statement of the claim providing all necessary dates, locations, and items of work affected and included in each claim;

2. The date or dates on which actions resulting in the claim occurred or conditions resulting in the claim became evident;

3. Identification of all pertinent documents and the substance of any material oral communications relating to such claim and the name of the persons making such material oral communications;

4. Identification of the provisions of the Contract which support the claim and a statement of the reasons why such provisions support the claim, or alternatively, the provisions of the Contract which allegedly have been breached and the actions constituting such breach;

5. A detailed compilation of the amount of additional compensation sought and a breakdown of the amount sought as follows:

a. documented additional job site labor expenses;

b. documented additional cost of materials and supplies;

c. a list of additional equipment costs claimed, including each piece of equipment and the rental rate claimed for each;

d. any other additional direct costs or damages and the documents in support thereof;

e. any additional indirect costs or damages and all documentation in support thereof.

6. A detailed compilation of the specific dates and the exact number of calendar days sought for a time extension, the basis for entitlement to time for each day, all documentation of the delay, and a breakout of the number of days claimed for each identified event, circumstance or occurrence.

Further, the Contractor shall be prohibited from amending either the bases of entitlement or the amount of any compensation or time stated for any and all issues claimed in the Contractor's written claim submitted hereunder, and any circuit court, arbitration, or other formal claims resolution proceeding shall be limited solely to the bases of entitlement and the amount of any compensation or time stated for any and all issues claimed in the Contractor's written claim submitted hereunder. This shall not, however, preclude a Contractor from withdrawing or reducing any of the bases of entitlement and the amount of any compensation or time stated for any and all issues claimed in the Contractor's written claim submitted hereunder at any time.

5-12.4 Action on Claim: The Engineer will respond in writing on projects with an original Contract amount of $3,000,000 or less within 90 calendar days of receipt of a complete claim submitted by a Contractor in compliance with 5-12.3, and on projects with an original Contract amount greater than $3,000,000 within 120 calendar days of receipt of a complete claim submitted by a Contractor in compliance with 5-12.3. Failure by the Engineer to respond to a claim in writing within 90 or 120 days, respectively, after receipt of a complete claim submitted by the Contractor in compliance with 5-12.3 constitutes a denial of the claim by the Engineer. If the Engineer finds the claim or any part thereof to be valid, such partial or whole claim will be allowed and paid for to the extent deemed valid and any time extension granted, if applicable, as

provided in the Contract. No circuit court or arbitration proceedings on any claim, or a part thereof, may be filed until after final acceptance per 5-11 of all Contract work by the Department or denial hereunder, whichever occurs last.

5-12.5 Pre-Settlement and Pre-Judgment Interest: Entitlement to any pre-settlement or pre-judgment interest on any claim amount determined to be valid subsequent to the Department's receipt of a certified written claim in full compliance with 5-12.3, whether determined by a settlement or a final ruling in formal proceedings, the Department shall pay to the Contractor simple interest calculated at the Prime Rate (as reported by the Wall Street Journal as the base rate on corporate loans posted by at least 75% of the Nations 30 largest banks) as of the 60th calendar day following the Department's receipt of a certified written claim in full compliance with 5-12.3, such interest to accrue beginning 60 calendar days following the Department's receipt of a certified written claim in full compliance with 5-12.3 and ending on the date of final settlement or formal ruling.

5-12.6 Compensation for Extra Work or Delay:

5-12.6.1 Compensation for Extra Work: Notwithstanding anything to the contrary contained in the Contract Documents, the Contractor shall not be entitled to any compensation beyond that provided for in 4-3.2.

5-12.6.2 Compensation for Delay: Notwithstanding anything to the contrary contained in the Contract Documents, the additional compensation set forth in 5-12.6.2.1 shall be the Contractor's sole monetary remedy for any delay other than to perform extra work caused by the Department unless the delay shall have been caused by acts constituting willful or intentional interference by the Department with the Contractor's performance of the work and then only where such acts continue after Contractor's written notice to the Department of such interference. The parties anticipate that delays may be caused by or arise from any number of events during the term of the Contract, including, but not limited to, work performed, work deleted, supplemental agreements, work orders, disruptions, differing site conditions, utility conflicts, design changes or defects, time extensions, extra work, right-of-way issues, permitting issues, actions of suppliers, subcontractors or other contractors, actions by third parties, suspensions of work by the Engineer shop drawing approval process delays, expansion of the physical limits of the project to make it functional, weather, weekends, holidays, special events, suspension of Contract Time, or other events, forces or factors sometimes experienced in construction work. Such delays or events and their potential impacts on the performance by the Contractor are specifically contemplated and acknowledged by the parties in entering into this Contract, and shall not be deemed to constitute willful or intentional interference with the Contractor's performance of the work without clear and convincing proof that they were the result of a deliberate act, without reasonable and good-faith basis, and specifically intended to disrupt the Contractor's performance.

5-12.6.2.1 Compensation for Direct Costs, Indirect Costs, Expenses, and Profit thereon, of or from Delay: For any delay claim, the Contractor shall be entitled to monetary compensation for the actual idle labor (including supervisory personnel) and equipment, and indirect costs, expenses, and profit thereon, as provided for in 4-3.2.1(4) and solely for costs incurred beyond what reasonable mitigation thereof the Contractor could have undertaken.

5-12.7 Mandatory Claim Records: After submitting to the Engineer a notice of intent to file a claim for extra work or delay, the Contractor must keep daily records of all labor, material and equipment costs incurred for operations affected by the extra work or delay. These daily

records must identify each operation affected by the extra work or delay and the specific locations where work is affected by the extra work or delay, as nearly as possible. The Engineer may also keep records of all labor, material and equipment used on the operations affected by the extra work or delay. The Contractor shall, once a notice of intent to claim has been timely filed, and not less than weekly thereafter as long as appropriate, submit the Contractor's daily records to the Engineer and be likewise entitled to receive the Department's daily records. The daily records to be submitted hereunder shall be done at no cost to the recipient.

5-12.8 Claims for Acceleration: The Department shall have no liability for any constructive acceleration of the work, nor shall the Contractor have any right to make any claim for constructive acceleration nor include the same as an element of any claim the Contractor may otherwise submit under this Contract. If the Engineer gives express written direction for the Contractor to accelerate its efforts, such written direction will set forth the prices and other pertinent information and will be reduced to a written Contract Document promptly. No payment will be made on a Supplemental Agreement for acceleration prior to the Department's approval of the documents.

5-12.9 Certificate of Claim: When submitting any claim, the Contractor shall certify under oath and in writing, in accordance with the formalities required by Florida law, that the claim is made in good faith, that the supportive data are accurate and complete to the Contractor's best knowledge and belief, and that the amount of the claim accurately reflects what the Contractor in good faith believes to be the Department's liability. Such certification must be made by an officer or director of the Contractor with the authority to bind the Contractor.

5-12.10 Non-Recoverable Items: The parties agree that for any claim the Department will not have liability for the following items of damages or expense:

1. Loss of profit, incentives or bonuses;
2. Any claim for other than extra work or delay;
3. Consequential damages, including, but not limited to, loss of bonding capacity, loss of bidding opportunities, loss of credit standing, cost of financing, interest paid, loss of other work or insolvency;
4. Acceleration costs and expenses, except where the Department has expressly and specifically directed the Contractor in writing "to accelerate at the Department's expense"; nor
5. Attorney fees, claims preparation expenses and costs of litigation.

5-12.11 Exclusive Remedies: Notwithstanding any other provision of this Contract, the parties agree that the Department shall have no liability to the Contractor for expenses, costs, or items of damages other than those which are specifically identified as payable under 5-12. In the event any legal action for additional compensation, whether on account of delay, acceleration, breach of contract, or otherwise, the Contractor agrees that the Department's liability will be limited to those items which are specifically identified as payable in 5-12.

5-12.12 Settlement Discussions: The content of any discussions or meetings held between the Department and the Contractor to settle or resolve any claims submitted by the Contractor against the Department shall be inadmissible in any legal, equitable, arbitration or administrative proceedings brought by the Contractor against the Department for payment of such claim. Dispute Resolution Board, State Arbitration Board and Claim Review Committee proceedings are not settlement discussions, for purposes of this provision.

5-12.13 Personal Liability of Public Officials: In carrying out any of the provisions of the Contract or in exercising any power or authority granted to the Secretary of Transportation,

Engineer or any of their respective employees or agents, there shall be no liability on behalf of any employee, officer or official of the Department for which such individual is responsible, either personally or as officials or representatives of the Department. It is understood that in all such matters such individuals act solely as agents and representatives of the Department.

5-12.14 Auditing of Claims: All claims filed against the Department shall be subject to audit at any time following the filing of the claim, whether or not such claim is part of a suit pending in the Courts of this State. The audit may be performed, at the Department's sole discretion, by employees of the Department or by any independent auditor appointed by the Department, or both. The audit may begin after ten days written notice to the Contractor, subcontractor, or supplier. The Contractor, subcontractor, or supplier shall make a good faith effort to cooperate with the auditors. As a condition precedent to recovery on any claim, the Contractor, subcontractor, or supplier must retain sufficient records, and provide full and reasonable access to such records, to allow the Department's auditors to verify the claim and failure to retain sufficient records of the claim or failure to provide full and reasonable access to such records shall constitute a waiver of that portion of such claim that cannot be verified and shall bar recovery thereunder. Further, and in addition to such audit access, upon the Contractor submitting a written claim, the Department shall have the right to request and receive, and the Contractor shall have the affirmative obligation to submit to the Department any and all documents in the possession of the Contractor or its subcontractors, materialmen or suppliers as may be deemed relevant by the Department in its review of the basis, validity or value of the Contractor's claim.

Without limiting the generality of the foregoing, the Contractor shall upon written request of the Department make available to the Department's auditors, or upon the Department's written request, submit at the Department's expense, any or all of the following documents:

1. Daily time sheets and foreman's daily reports and diaries;
2. Insurance, welfare and benefits records;
3. Payroll register;
4. Earnings records;
5. Payroll tax return;
6. Material invoices, purchase orders, and all material and supply acquisition contracts;
7. Material cost distribution worksheet;
8. Equipment records (list of company owned, rented or other equipment used);
9. Vendor rental agreements and subcontractor invoices;
10. Subcontractor payment certificates;
11. Canceled checks for the project, including, payroll and vendors;
12. Job cost report;
13. Job payroll ledger;
14. General ledger, general journal, (if used) and all subsidiary ledgers and journals together with all supporting documentation pertinent to entries made in these ledgers and journals;
15. Cash disbursements journal;
16. Financial statements for all years reflecting the operations on this project;

17. Income tax returns for all years reflecting the operations on this project;

18. All documents which reflect the Contractor's actual profit and overhead during the years this Contract was being performed and for each of the five years prior to the commencement of this Contract;

19. All documents related to the preparation of the Contractor's bid including the final calculations on which the bid was based;

20. All documents which relate to each and every claim together with all documents which support the amount of damages as to each claim;

21. Worksheets used to prepare the claim establishing the cost components for items of the claim including, but not limited to, labor, benefits and insurance, materials, equipment, subcontractors, and all documents that establish which time periods and individuals were involved, and the hours and rates for such individuals.

SECTION 6 – CONTROL OF MATERIALS.

6-1 Acceptance Criteria.

6-1.1 General: Acceptance of materials is based on the following criteria. All requirements may not apply to all materials. Use only materials in the work that meet the requirements of these Specifications. The Engineer may inspect and test any material, at points of production, distribution and use.

6-1.2 Sampling and Testing: Use the Department's current sample identification and tracking system to provide related information and attach the information to each sample. Restore immediately any site from which material has been removed for sampling purposes to the pre-sampled condition with materials and construction methods used in the initial construction, at no additional cost to the Department.

Ensure when a material is delivered to the location as described in the Contract Documents, there is enough material delivered to take samples, at no expense to the Department.

6-1.2.1 Pretest by Manufacturers: Submit certified manufacturer's test results to the Engineer for qualification and use on Department projects. Testing will be as specified in the Contract Documents. The Department may require that manufacturers submit samples of materials for independent verification purposes.

6-1.2.2 Point of Production Test: Test the material during production as specified in the Contract Documents.

6-1.2.3 Point of Distribution Test: Test the material at Distribution facilities as specified in the Contract Documents.

6-1.2.4 Point of Use Test: Test the material immediately following placement as specified in the Specifications. After delivery to the project, the Department may require the retesting of materials that have been tested and accepted at the source of supply, or may require the testing of materials that are to be accepted by manufacturer certification. The Department may reject all materials that, when retested, do not meet the requirements of these Specifications.

6-1.3 Certification:

6-1.3.1 Manufacturer Material Certification: Submit material certifications for all materials to the Engineer for approval when required by the Specifications. Materials will not be considered for payment when not accompanied by a material certification. Sample material certification forms are available on the Department's website at the following URL:

https://www.fdot.gov/materials/administration/resources/library/publications/certifications/sampleforms.shtm . Ensure that the material certification follows the format of the sample form, is submitted on the manufacturer's letterhead and is signed by a legally responsible person employed by the manufacturer.

6-1.3.1.1 Approved Product List: This list provides assurance to Contractors, consultants, designers, and Department personnel that specific products and materials are approved for use on Department facilities. The Department will limit the Contractor's use of products and materials that require use of APL items to those listed on the APL effective at the time of placement. Where the terms Qualified Products List (QPL) appear in the Contract Documents, they will be synonymous with Approved Product List (APL).

Manufacturers seeking to have a product evaluated for the APL must submit an application, available on the Department's website at the following URL:https://www.fdot.gov/programmanagement/ProductEvaluation/Default.shtm. Applications must include the following documentation:

1. Supporting documentation as required by the Specifications, Standard Plans, and APL approval process. A sample may be requested to verify the product, in accordance with the specifications.
2. A photograph displaying the product as shipped with packaging.
3. A list displaying all components within the shipped packaging, if applicable.
4. Installation instructions and materials, if applicable.
5. Product packaging or product labels as required by the Specifications.
6. Construction material percentages and country source of materials.
7. Last two manufacturing steps and country of manufacture.
8. Manufacturer name and material designation (product name, product model/part number/style number, etc.) must be as identified on the product, product packaging, and product labels.
9. Applications must be signed by a legally responsible person employed by the manufacturer of the product.

Required test reports must be conducted by an independent laboratory or other independent testing facility. Required drawings and calculations must be signed and sealed by a Professional Engineer licensed in the State of Florida.

Products that have successfully completed the Department's evaluation process are eligible for inclusion on the APL. Manufacturers are required to submit requests to the Department for approval of any modifications or alterations made to a product listed on the APL. This includes, but is not limited to, design, raw material, or manufacturing process modifications. Modification or alteration requests must be submitted along with supporting documentation that the product continues to meet Section 6, the Specification, or Standard Plans requirements. A product sample and additional product testing and documentation may be required for the modification evaluation. Any marked variations from original test values, failure to notify the Department of any modifications or alterations, or any

evidence of inadequate performance of a product may result in removal of the product from the APL.

Manufacturers must submit supporting documentation to the Department for a periodic review and re-approval of their APL products on or before the product's original approval anniversary. APL products that are not re-approved may be removed from the APL. Documentation requirements for the product review and re-approval, including schedule and criteria, are available on the Department's website at the following URL: https://www.fdot.gov/programmanagement/ProductEvaluation/Default.shtm.

6-1.3.2 Contractor Installation Certification: Submit installation certifications as required by the Contract Documents.

6-2 Applicable Documented Authorities Other Than Specifications.

6-2.1 General: Details on individual materials are identified in various material specific Sections of the Specifications that may refer to other documented authorities for requirements. When specified, meet the requirements as defined in such references.

6-2.2 Test Methods: Methods of sampling and testing materials are in accordance with the Florida Methods (FM). If an FM does not exist for a particular test, perform the testing in accordance with the method specified in the Specification. When test methods or other standards are referenced in the Specifications without identification of the specific time of issuance, use the most current issuance, including interims or addenda thereto, at the time of bid opening.

6-2.3 Construction Aggregates: Aggregates used on Department projects must be in accordance with Rule 14-103, FAC.

6-3 Storage of Materials and Samples.

6-3.1 Method of Storage: Store materials in such a manner as to preserve their quality and fitness for the work, to facilitate prompt inspection, and to minimize noise impacts on sensitive receivers. More detailed specifications concerning the storage of specific materials are prescribed under the applicable Specifications. The Department may reject improperly stored materials.

6-3.2 Use of Right-of-Way for Storage: If the Engineer allows, the Contractor may use a portion of the right-of-way for storage purposes and for placing the Contractor's plant and equipment. Use only the portion of the right-of-way that is outside the clear zone, which is the portion not required for public vehicular or pedestrian travel. When used, restore the right-of-way to pre-construction condition at no additional cost to the Department or as specified in the Contract Documents. Provide any additional space required at no expense to the Department.

6-3.3 Responsibility for Stored Materials: Accept responsibility for the protection of stored materials. The Department is not liable for any loss of materials, by theft or otherwise, or for any damage to the stored materials.

6-3.4 Storage Facilities for Samples: Provide facilities for storage of samples as described in the Contract Documents and warranted by the test methods and Specifications.

6-4 Defective Materials.

Materials not meeting the requirements of these Specifications will be considered defective. The Engineer will reject all such materials, whether in place or not. Remove all

rejected material immediately from the site of the work and from storage areas, at no expense to the Department.

Do not use material that has been rejected, until the Engineer has approved the material's use. Upon failure to comply promptly with any order of the Engineer made under the provisions of this Article, the Engineer has the authority to have the defective material removed and replaced by other forces and deduct the cost of removal and replacement from any moneys due or to become due the Contractor.

6-4.1 Engineering Analysis: As an exception to the above, within 30 calendar days of the termination of the LOT or rejection of the material, the Contractor may submit to the Engineer a proposed Engineering Analysis Scope to determine the disposition of the material. The Engineering Analysis Scope must contain at a minimum:

1. Description of the defective materials.

2. Supporting information, testing or inspection reports with nonconformities, pictures, drawings, and accurately dimensioned deficiency maps as necessary. For cracked elements, provide drawings showing the location, average width, depth, length, and termination points of each crack along the surfaces. Provide the distance from each termination point to a fixed reference point on the component, such as beam end or edge of flange.

3. Proposed approach of investigation and analysis.

4. Name and credentials of the proposed Specialty Engineer or Contractor's Engineer of Record who will perform the engineering analysis.

5. Proposed testing laboratories, qualified in accordance with Section 105-7.

Upon approval of the Engineering Analysis Scope by the Engineer, the Specialty Engineer or Contractor's Engineer of Record may perform the engineering analysis as defined in the approved scope and submit a signed and sealed Engineering Analysis Report (EAR) to the Engineer. The EAR must contain at a minimum:

1. The approved Engineering Analysis Scope.

2. Any investigations performed and the associated results obtained.

3. Analysis and conclusion.

4. Proposed disposition of the material, addressing the performance and durability of the proposed action.

Provide as appropriate:

1. Written evidence of a previously approved comparable deficiency and its repair.

2. Documented research demonstrating the effectiveness of the proposed repair.

3. Engineering calculations.

A Specialty Engineer, who is an independent consultant, or the Contractor's Engineer of Record as stated within each individual Section shall perform any such analysis within 45 calendar days of the Engineer's approval of the Engineering Analysis Scope, complete and submit the EAR. The EAR must be signed and sealed by the Specialty Engineer or the Contractor's Engineer of Record that performed the engineering analysis. Allow for a 45 calendar day review period for all EARs associated with a category 2 bridge; tolling components identified in the current FDOT General Tolling Requirements (GTR) Part 3; and the tolling-related signing, DMS and ITS infrastructure. Allow for a 25 calendar day review period for all other items. The Engineer will determine the final disposition of the material after review

of the EAR. No additional monetary compensation or time extension will be granted for the impact of any such analysis or review.

6-5 Products and Source of Supply.

6-5.1 Source of Supply–Convict Labor (Federal-Aid Contracts Only): Do not use materials that were produced after July 1, 1991, by convict labor for Federal-aid highway construction projects unless the prison facility has been producing convict-made materials for Federal-aid highway construction projects before July 1, 1987.

Use materials that were produced prior to July 2, 1991, by convicts on Federal-aid highway construction projects free from the restrictions placed on the use of these materials by 23 U.S.C. 114. The Department will limit the use of materials produced by convict labor for use in Federal-aid highway construction projects to:

1. Materials produced by convicts on parole, supervised release, or probation from a prison or,

2. Materials produced in a qualified prison facility.

The amount of such materials produced for Federal-aid highway construction during any 12-month period shall not exceed the amount produced in such facility for use in such construction during the 12-month period ending July 1, 1987.

6-5.2 Source of Supply: Comply with 2 CFR 184 and 2 CFR 200.322, which includes the Buy America Sourcing Preferences of the Build America, Buy America Act (BABA). Domestic compliance for all affected products will be listed on the APL. The list of affected articles, materials, and supplies that have been added to the APL and are not identified in each individual Section can be found at the following URL: https://www.fdot.gov/programmanagement/ProductEvaluation/Default.shtm.

6-5.2.1 Steel and Iron: Use steel and iron manufactured in the United States, in accordance with the Buy America provisions of 23 CFR 635.410, as amended. Ensure that all manufacturing processes for this material occur in the United States. As used in this specification, a manufacturing process is any process that modifies the chemical content, physical shape or size, or final finish of a product, beginning with the initial melting and continuing through the final shaping and coating. If a steel or iron product is taken outside the United States for any manufacturing process, it becomes foreign source material. When using steel or iron materials as a component of any manufactured product (e.g., concrete pipe, prestressed beams, corrugated steel pipe, etc.), these same provisions apply. Foreign steel and iron may be used when the total actual cost of such foreign materials does not exceed 0.1% of the total Contract amount or $2,500, whichever is greater. These requirements are applicable to all steel and iron materials incorporated into the finished work but are not applicable to steel and iron items that the Contractor uses but does not incorporate into the finished work. Submit a certification from the manufacturer of steel or iron, or any product containing steel or iron, stating that all steel or iron furnished or incorporated into the furnished product was produced and manufactured in the United States or a statement that the product was produced within the United States except for minimal quantities of foreign steel and iron valued at $ (actual cost). Submit each such certification to the Engineer prior to incorporating the material or product into the project. Prior to the use of foreign steel or iron materials on a project, submit invoices to document the actual cost of such material, and obtain the Engineer’s written approval prior to incorporating the material into the project.

6-5.2.2 Manufactured Products: Use Manufactured Products that are consumed in, incorporated into, or affixed to an infrastructure project that are manufactured in the United States, in accordance with BABA requirements and applicable waivers.

6-5.2.3 Construction Materials: Use non-ferrous metals, plastic and polymer-based products, glass, lumber, and drywall articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project that are manufactured in the United States, in accordance with BABA requirements.

6-5.2.4 Exemptions to Build America, Buy America: Temporary devices, equipment, and other items removed at or before the completion of the project are exempt from BABA funding eligibility requirements. Aggregates, cementitious materials, and aggregate binding agents or additives are exempted from BABA funding eligibility requirements.

6-5.3 Contaminated, Unfit, Hazardous, and Dangerous Materials: Do not use any material that, after approval and/or placement, has in any way become unfit for use. Do not use materials containing any substance that has been determined to be hazardous by the State of Florida Department of Environmental Protection or the U.S. Environmental Protection Agency (EPA). Provide workplaces free from serious recognized hazards and to comply with occupational safety and health standards, as determined by the U.S. Department of Labor Occupational Safety and Health Administration (OSHA).

SECTION 7 – LEGAL REQUIREMENTS AND RESPONSIBILITIES TO THE PUBLIC.

7-1.1 Compliance with FHWA 1273: The FHWA-1273 Electronic version, dated October 23, 2023 is posted on the Department's website at the following URL address: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/implemented/urlinspecs/files/fhwa_1273_revised-10-23-23.pdf?sfvrsn=d7604d20_1

Take responsibility to obtain this information and comply with all requirements posted on this website up through five calendar days before the opening of bids.

Comply with the provisions contained in FHWA-1273.

If the Department's website cannot be accessed, contact the Department's Specifications Office Web Coordinator at (850) 414-4101.

7-1.3 Introduction or Release of Prohibited Aquatic Plants, Plant Pests, or Noxious Weeds: Do not introduce or release prohibited aquatic plants, plant pests, or noxious weeds into the project limits as a result of clearing and grubbing, earthwork, grassing and mulching, sodding, landscaping, or other such activities. Immediately notify the Engineer upon discovery of all prohibited aquatic plants, plant pests, or noxious weeds within the project limits. Do not move prohibited aquatic plants, plant pests, or noxious weeds within the project limits or to locations outside of the project limits without the Engineer's permission. Maintain all borrow material brought onto the project site free of prohibited aquatic plants, plant pests, noxious weeds, and their reproductive parts. Refer to Rule 5B-64 and Rule 5B-57, of the Florida Administrative Code for the definition of prohibited aquatic plants, plant pests, and noxious weeds.

7-1.4 Compliance with Federal Endangered Species Act and other Wildlife Regulations: The Federal Endangered Species Act requires that the Department investigate the potential impact to a threatened or endangered species prior to initiating an activity performed in conjunction with a highway construction project. If the Department's investigation determines that there is a potential impact to a protected, threatened or an endangered species, the

Department will conduct an evaluation to determine what measures may be necessary to mitigate such impact. When mitigation measures and/or special conditions are necessary, these measures and conditions will be addressed in the Contract Documents or permits.

In addition, in cases where certain protected, threatened or endangered species are found or appear within close proximity to the project boundaries, the Department has established guidelines that will apply when interaction with certain species occurs, absent of any special mitigation measures or permit conditions otherwise identified for the project.

These guidelines are posted at the following URL address: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/implemented/urlinspecs/files/endangeredwildlifeguidelines.pdf?sfvrsn=e27baf3f_2.

Take responsibility to obtain this information and take all actions and precautions necessary to comply with the conditions of these guidelines during all project activities.

Prior to establishing any off-project activity in conjunction with a project, notify the Engineer of the proposed activity. Covered activities include but are not necessarily limited to borrow pits, concrete or asphalt plant sites, disposal sites, field offices, and material or equipment storage sites. Include in the notification the Financial Project ID, a description of the activity, the location of the site by township, range, section, county, and city, a site location map including the access route, the name of the property owner, and a person to contact to arrange a site inspection. Submit this notification at least 30 days in advance of planned commencement of the off-site activity, to allow for the Department to conduct an investigation without delaying job progress.

Do not perform any off-project activity without obtaining written clearance from the Engineer. In the event the Department's investigation determines a potential impact to a protected, threatened or endangered species and mitigation measures or permits are necessary, coordinate with the appropriate resource agencies for clearance, obtain permits and perform mitigation measures as necessary. Immediately notify the Engineer in writing of the results of this coordination with the appropriate resource agencies. Additional compensation or time will not be allowed for permitting or mitigation, associated with Contractor initiated off-project activities.

7-1.7 Insecticides, Herbicides and Fertilizers:

7-1.7.1 Insecticides and Herbicides: Use products found on the following website, https://www.npirs.org/state/ approved by the Florida Department of Agriculture for the State of Florida. The use of restricted products is prohibited. Do not use any products in the sulfonylurea family of chemicals. Herbicide application by broadcast spraying is not allowed.

Procure any necessary licenses, pay all charges and fees, and give all notices necessary for lawful performance of the work.

Ensure that all insecticides and herbicides are applied in accordance with Chapter 5E-9, Florida Administrative Code. Provide a copy of current certificates upon request, to the Engineer.

Ensure that employees who work with herbicides comply with all applicable Federal, State, and local regulations.

Comply with all regulations and permits issued by any regulatory agency within whose jurisdiction work is being performed. Post all permit placards in a protected, conspicuous location at the work site.

Acquire any permits required for work performed on the rights-of-way within the jurisdiction of National Forests in Florida. Contact the Local National Forest Ranger District, or the United States Department of Agriculture (USDA) office for the proper permits and subsequent approval.

Acquire all permits required for aquatic plant control as outlined in Chapter 62C-20, Florida Administrative Code Rules of the Florida Department of Environmental Protection. Contact the Regional Field Office of Bureau of Invasive Plant Management of the Florida Department of Environmental Protection for proper permits and subsequent approval. If application of synthetic organo-auxin herbicides is necessary, meet the requirements of Chapter 5E-2, Florida Administrative Code.

7-1.7.2 Fertilizer: Ensure that all employees applying fertilizer, possess a current Florida Department of Agriculture and Consumer Services Commercial Applicator license in accordance with Section 482.1562, F.S. Upon request, provide a copy of current certificates to the Engineer.

7-1.8 Compliance with Section 4(f) of the USDOT Act: Section 4(f) of the USDOT Act prohibits the U. S. Secretary of Transportation from approving a project which requires the use of publicly owned land of a public park, recreation area or a wildlife and waterfowl refuge, or of any historic site of national, state, or local significance unless there is no prudent or feasible alternative to using that land and the program or project includes all possible planning to minimize the harm to the site resulting from the use.

Before undertaking any off-project activity associated with any federally assisted undertaking, ensure that the proposed site does not represent a public park, recreation area, wildlife or waterfowl refuge, or a historic site (according to the results of the Cultural Resources Survey discussed in 120-6.2). If such a site is proposed, notify the Engineer and provide a description of the proposed off-site activity, the Financial Project ID, the location of the site by township, range, section, a county or city map showing the site location, including the access route and the name of the property. It is the Contractor's responsibility to submit justification for use of Section 4(f) property that is sufficient for the Florida Department of Transportation and the Federal Highway Administration to make a Section 4(f) determination. Submit this notification sufficiently in advance of planned commencement of the off-site activity to allow a reasonable time for the Engineer to conduct an investigation without delaying job progress. Do not begin any off-project activity without obtaining written clearance from the Engineer.

7-7 Control of the Contractor's Equipment.

7-7.2 Overloaded Equipment: Do not operate on any road, street or bridge including a Department owned temporary bridge, any hauling unit or equipment loaded in excess of:

1. the maximum weights specified in the Florida Highway Patrol, Commercial Motor Vehicle Manual (Trucking Manual), or

2. lower weight limits legally established and posted for any section of road or bridge by the Department or local authorities.

The governmental unit having jurisdiction over a particular road or bridge may provide exceptions by special permit.

This restriction applies to all roads and bridges inside and outside the Contract limits as long as these roads and bridges are open for public use. The Contractor may overload roads and bridges which are to be demolished after they are permanently closed to the public.

The Contractor is responsible for all loss or damages resulting from equipment operated on a structure permanently closed to the public.

7-7.5 Contractor's Equipment on Bridge Structures: The Contractor's Engineer of Record shall analyze the effect of imposed loads on bridge structures, including Department owned temporary bridges, within the limits of a construction contract, resulting from the following operations:

1. Overloaded Equipment as defined in 7-7.2:
    a. Operating on or crossing over completed bridge structures.
    b. Operating on or crossing over partially completed bridge structures.
2. Equipment within legal load limits:
    a. Operating on or crossing over partially completed bridge structures.
3. Construction cranes:
    a. Operating on completed bridge structures.
    b. Operating on partially completed bridge structures.
4. Asphalt Milling Equipment:
    a. In excess of 90,000 lbs crossing bridge structures.
    b. Less than 90,000 lbs crossing bridge structures listed on the overweight routing map CRN-2 located on the Office of Maintenance Over-Weight Dimension Permits website at https://www.fdot.gov/maintenance/owod-permit-documents#BlanketAttachments.

Any pipe culvert(s) or box culvert(s) qualifying as a bridge under 1-3 is excluded from the requirements above.

A completed bridge structure is a bridge structure in which all elemental components comprising the load carrying assembly have been completed, assembled, and connected in their final position. The components to be considered shall also include any related members transferring load to any bridge structure.

The Contractor's Engineer of Record shall determine the effect that equipment loads have on the bridge structure and develop the procedures for using the loaded equipment without exceeding the structure's design load capacity.

Submit to the Department for approval the design calculations, layout drawings, and erection drawings showing how the equipment is to be used so that the bridge structure will not be overstressed. The Contractor's Engineer of Record shall sign and seal the drawings and the cover sheet of the calculations for the Department's Record Set.

7-16 Wage Rates for Federal-Aid Projects.

For this Contract, payment of predetermined minimum wages applies.

The U.S. Department of Labor (USDOL) Wage Rates applicable to this Contract are listed in table below, as modified up through ten days prior to the opening of bids.

Wage Rate Decision Number	County	Associated Work
FL 20250256	Leon County	Highway Construction

Review the General Decisions for all classifications necessary to complete the project. Request additional classifications through the Engineer's office when needed.

7-24 Disadvantaged Business Enterprise Program.

7-24.2 Required Contract and Subcontract DBE Assurance Language: In accordance with 49 CFR 26.13 (b), the Contract FDOT signs with the Contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance: "The Contractor, sub-recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted Contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

1. Withholding monthly progress payments;
2. Assessing sanctions'
3. Liquidated damages; and/or
4. Disqualifying the Contractor from future bidding as non-responsible."

7-24.4 DBE Records and Reports: Submit the following through the Equal Opportunity Compliance System:

1. DBE Commitments - at or before the Pre-Construction Conference.
2. Report monthly, through the Equal Opportunity Compliance System on the Department's Website, actual payments (including retainage) made to DBEs for work performed with their own workforce and equipment in the area in which they are certified. Report payments made to all DBE and Minority Business Enterprise (MBE) subcontractors and DBE and MBE construction material and major suppliers.

The Equal Opportunity Office will provide instructions on accessing this system. Develop a record keeping system to monitor DBE affirmative action efforts which include the following:

1. the procedures adopted to comply with these Specifications;
2. the number of subordinated Contracts on Department projects awarded to DBEs;
3. the dollar value of the Contracts awarded to DBEs;
4. the percentage of the dollar value of all subordinated Contracts awarded to DBEs as a percentage of the total Contract amount;
5. a description of the general categories of Contracts awarded to DBEs; and
6. the specific efforts employed to identify and award Contracts to DBEs.

Upon request, provide the records to the Department for review.

Maintain all such records for a period of five years following acceptance of final payment and have them available for inspection by the Department and the Federal Highway Administration.

7-24.5 Counting DBE Participation and Commercially Useful Functions: 49 CFR Part 26.55 specifies when DBE credit shall be awarded for work performed by a DBE. DBE credit can only be awarded for work actually performed by DBEs themselves for the types of work for which they are certified. When reporting DBE Commitments, only include the dollars that a DBE is expected to earn for work they perform with their own workforce and equipment. Update DBE Commitments to reflect changes to the initial amount that was previously reported or to add DBEs not initially reported.

When a DBE participates in a contract, the value of the work is determined in accordance with 49 CFR Part 26.55, for example:

1. The Department will count only the value of the work performed by the DBE toward DBE goals. The entire amount of the contract that is performed by the DBE's own forces (including the cost of supplies, equipment and materials obtained by the DBE for the contract work) will be counted as DBE credit.

2. The Department will count the entire amount of fees or commissions charged by the DBE firm for providing a bona fide service, such as professional, technical, consultant, or managerial services or for providing bonds or insurance specifically required for the performance of a Department-assisted contract, toward DBE goals, provided that the Department determines the fees to be reasonable and not excessive as compared with fees customarily followed for similar services.

3. When the DBE subcontracts part of the work of its contract to another firm, the Department will count the value of the subcontracted work only if the DBE's subcontractor is itself a DBE. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals.

4. When a DBE performs as a participant in a joint venture, the Department will count the portion of the dollar value of the contract equal to the distinct, clearly defined portion of the work the DBE performs with its own forces toward DBE goals.

5. The Contractors shall ensure that only expenditures to DBEs that perform a commercially useful function (CUF) in the work of a contract may be counted toward the voluntary DBE goal.

6. A DBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE must also be responsible, with respect to materials and supplies used on the contract, for negotiating price, determining quality and quantity, ordering the material, and installing (where applicable) and paying for the material itself.

7. Contractors wishing to use joint checks involving DBE credit must provide written notice to the District Contract Compliance Office prior to issuance of the joint check. The Contractor must also provide a copy of the notice to the DBE subcontractor and maintain a copy with the project records.

8. To determine whether a DBE is performing a commercially useful function, the Department will evaluate the amount of work subcontracted, industry practices, whether the amount the firm is to be paid under the contract is commensurate with the work it is actually performing and the DBE credit claimed for its performance of the work, and other relevant factors.

9. A DBE does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of DBE participation.

10. If a DBE does not perform or exercise responsibility for at least 30% of the total cost of its contract with its own workforce, or if the DBE subcontracts a greater portion of the work of a contract than would be expected on the basis of normal industry practice for the type of work involved, the DBE has not performed a commercially useful function.

7-24.6 Prompt Payments: Meet the requirements of 9-5 for payments to all DBE subcontractors.

7-25 On-The-Job Training Requirements.

As part of the Contractor's equal employment opportunity affirmative action program, the Contractor shall provide training aimed at developing full journeymen in a trade or job classification involved on all applicable roadway and bridge construction projects receiving federal funds.

The anticipated minimum number of trainees will be initially derived from construction contract calendar days and dollar value as represented within the provided Table 7-1. A final training goal will be determined at the Training Evaluation Meeting based upon the Department's consideration of all relevant factors including qualitative evidence in the form of contractor efforts to advance equal employment opportunity beyond mere compliance with legal obligations; the availability of eligible trainees; potential for effective training; contractor workforce; project location; type of work and work items; and contractor participation in other approved training or workforce development programs.

No trainees will be required for Federal-aid Contracts administered with a Contract Time allowance of less than 275 calendar days. When the Contract Time allowance is 275 calendar days or more, the estimated required number of trainees shown in Table 7-1, with all other relevant factors, be the basis in determining totals. The ability of the contractor to successfully achieve completion of required training goals is desired. From consideration of all criteria presented during the Training Evaluation Meeting, the District Contract Compliance Manager may adjust the minimum number of trainees regarding those totals.

Table 7-1	
Estimated Contract Values	Anticipated Required Trainees
$3,500,000 or less	0
Over $3,500,000 to $7,500,000	2
Over $7,500,000 to $12,000,000	3
Over $12,000,000 to $20,000,000	4
Over $20,000,000 to $30,000,000	6
Over $30,000,000 to $40,000,000	8
Over $40,000,000 to $60,000,000	10
Over $60,000,000 to $75,000,000	12
Over $75,000,000 to $90,000,000	14
Over $90,000,000 to $100,000,000	15
Over $100,000,000 to $125,000,000	17
Over $125,000,000 to $150,000,000	20
Over $150,000,000 to $175,000,000	22
Over $175,000,000 to $200,000,000	25
Over $200,000,000* One additional trainee per $10,000,000 additional Construction Contract amount	

Training and upgrading of minority, nonminority, women, and economically disadvantaged persons toward journeyman status is a primary objective of this Section. Accordingly, by conducting systematic and direct recruitment through public and private sources likely to yield minorities and women trainees the Contractor shall make every effort to enroll candidates to the extent such individuals are located and available within a reasonable area of recruitment. This training is not intended, and shall not be used, to discriminate against any

applicant or prevent access of, whether minority, nonminority, woman, or persons believed economically disadvantaged.

The intent of these provisions is to provide training in construction crafts rather than clerical type positions. Training is permissible in lower-level management positions such as Office Engineers, Estimators etc., where the training is oriented toward construction applications. Training in the laborer classifications, except Common or General Laborer, may be permitted provided that significant and meaningful training plan is provided and approved by the District Contract Compliance Manager. Training as a Helper for any position, Rodman/Chainman, and Timekeeper classifications will not be approved for the On-The-Job Training Program.

The Contractor may incorporate the requirements of this Section, including responsibility for training a portion of trainees, in any such subcontract maintaining continued primary responsibility and satisfaction of requirements imposed by this Section.

The Department and the Contractor shall establish a training program which is tied to construction scope of work, length of operations, and satisfy all equal employment opportunity obligations of the Contractor. Other additionally recognized apprenticeship or training programs may be considered acceptable provided those are being administered in a manner consistent with the equal employment obligations of Federal-aid Highway Construction Contracts. Approval or acceptance of a training schedule shall be obtained from the Department prior to commencing work with classifications covered by such programs.

The Department and Contractor shall determine the training goal, classification types and minimum total hours needed during the Trainee Evaluation Meeting. An On-the-Job Training Schedule indicating number of training candidates and appropriate Proficiency Standards for each classification must be submitted by the Contractor within ten days after the meeting for approval by the Department.

This schedule may be subject to change and a revised schedule shall be submitted for approval by the Department if any of the following occur:

1. Start date on the approved On-The-Job Training Schedule or Plan has been missed by 14 or more days.
2. Start date on the approved On-The-Job Training Schedule or Plan is accelerated to commence earlier than 14 or more days.
3. A change in previously approved classifications.
4. Replacement trainees are added due to voluntary or involuntary termination.

The Contractor is responsible for identifying qualified candidates for enrollment and feasibly 25% of trainees in each occupation are in their first year of training. To ensure eligibility, the Contractor should include appropriate questions in the employee application or by other suitable means. Regardless of the method used, the Contractor’s records should document the findings in each case. The Department will gather additional information regarding the proposed Candidates’ previous work experience, training, as well as understanding of the On-the-Job Program and Proficiency Standards established for the classification.

The Trainee Enrollment and Notification of Personnel Action form is to be submitted fourteen days prior to the requested enrollment date. To be considered for enrollment, the proposed trainee candidate must meet the following criteria:

1. The candidate did not successfully complete a training course leading to journeyman status for the proposed classification.

2.The candidate did not gain sufficient experience by working in the proposed classification.

3. The candidate was not hired as a journeyman in the proposed classification.

4. The candidate is not currently enrolled in the On-the-Job Program.

The Contractor shall compensate the trainee at no less than the laborer rate established in the Contract at the commencement of training. The compensation rate will be increased to the journeyman's wage upon graduation from the training program for the remainder of the time the trainee graduate works in the classification in which they were trained.

If an economically disadvantaged non-minority person is enrolled, such action shall be accompanied by a disadvantaged certification or a justification for such action acceptable to the Department. The Contractor will be responsible for, and provided an opportunity to identify actions and steps taken in pursuance thereof, prior to a determination of compliance with this Section being assessed the Contractor.

The Contractor may only enroll a trainee in one active classification per instance prior to approval of an additional classification for that trainee on the same project unless approved by the District Contract Compliance Manager. At beginning of training, the Contractor shall furnish the trainee a copy of the scheduled program they will follow during the intended training period and upon completion, award certification indicating type and total hours satisfactorily achieved.

To complete training , the transfer of trainees from project to project and from district to district is permitted. This includes transfers between multiple projects which could include non-FDOT government projects (City, County, etc.) provided there is the existence of an agreement to monitor the OJT Trainees in accordance with the OJT Program with the contractor, FDOT and other participating agencies. A trainee is only allowed to be enrolled on the original project.

The Contractor shall generate, maintain and furnish the District Contract Compliance Manager with the Monthly Time Report reflecting known training hours apart from other work hours performed by each individual trainee as part of this Contract. The report shall be submitted no later than the tenth day of the subsequent month and identify proficiency occurring.

Graduation to journeyman status will be based upon satisfactory accomplishment of:

1. Proficiency Demonstration being achieved upon conclusion of training as established for the specific training classification.

2. Completion of the minimum hours in a training classification range.

3. The employer's satisfaction that the trainee does meet journeyman status in the classification of training.

The Contractor shall furnish the following documentation to the Department within seven days of successfully demonstrating proficiency:

1. Trainee Enrollment and Notification of Personnel Action form.

2. Proficiency Demonstration Verification Form signed by representatives of both the Contractor and the Department as well as the trainee indicating successful completion of each Proficiency Standard established for the classification.

The Contractor shall submit to the Department a copy of the Trainee Enrollment and Notification of Personnel Action form no later than seven days after the effective date when the candidate is voluntarily or involuntarily terminated from the program.

When approved in advance, the Department provides the Contractor the opportunity to participate in "Voluntary On-the-Job Training Program for Banking". Banking Certificates will be issued when the Contractor desires to preserve credit for a trainee. Further, if the Contractor or subcontractor requests to utilize banked trainees, the Banking Certificate will be validated

allowing credit to the Contractor on a subsequent Federal-Aid Project. Banked credits of Prime Contractors working as Subcontractors may be accepted for credit. Voluntary On-the-Job Training Program for Banking can be considered under the following circumstances:

1. Federal-aid Projects – Banking Certificates are issued for training of persons in excess of the required number of candidates based on the awarded Contract amount less items of work for which no training can be afforded.

2. State Funded Projects - the Contractor will have the option to train employees on project for which On-the-Job Training Program mandates do not apply. However, the request to participate must be evaluated and will be considered if adequate Department staff are available to monitor compliance with the training criteria.

The following criteria will be used in determining if the Contractor has complied with the requirements of this specification:

1. Credit will be allowed for each trainee who satisfactorily completes training for the classification in which the trainee is enrolled.

2. Credit will be allowed for each trainee who continues training in the same job classification and who completes their training on a different contract.

3. Credit will be allowed for a trainee who is given the greatest practical amount of training on the contract; however, the trainee is unable to complete the training due to insufficient amount of work available in the classification.

4. Credit will be allowed for any position indicated in the approved On-the-Job Training Schedule or Plan, for which the Contractor can demonstrate that a good faith effort was made to provide training.

5. No credit will be allowed for a trainee whose employment by the Contractor is involuntarily terminated unless the Contractor can clearly demonstrate good cause for this action.

6. Banking certificates may be redeemed within five (5) years of issuance. The issuance and redemption of banking certificates are tracked by each District and the EEO.

7. Earned banking credits are redeemed by presenting the original banking certificate to the DCCM of the district where the project on which the credit is to be applied.

8. A contractor utilizing banking credit(s) to fulfill agreed upon trainee requirement(s), must present the original banking certificate for redemption. If the contractor has determined at the TEM that banked credits will be used to meet trainee requirements, then the certificate(s) is submitted with the initial training schedule. A prime contractor working as a subcontractor to another prime, may redeem their earned banking certificates for the prime.

9. If the contractor subsequently determines to use banked credit(s) to meet trainee requirements, then the certificate(s) are submitted with the revised training schedule.

The Contractor will have fulfilled the responsibilities of this Specification when acceptable training has been provided to the trainee as specified above.

7-29 E-Verify.

The Contractor shall utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.

SECTION 8 – PROSECUTION OF WORK.

8-1 Subletting or Assigning of Contracts.

Do not, sell, transfer, assign or otherwise dispose of the Contract or Contracts or any portion thereof, or of the right, title, or interest therein, without written consent of the Department. If the Contractor chooses to sublet any portion of the Contract, the Contractor must provide a written request to sublet work on the Certification of Sublet Work form developed by the Department for this purpose. With the Engineer's acceptance of the request, the Contractor may sublet a portion of the work, but shall perform with its own organization work amounting to not less than 40% of the total Contract amount. The Certification of Sublet Work request will be deemed acceptable by the Department, for purposes of the Department's consent, unless the Engineer notifies the Contractor within 5 business days of receipt of the Certification of Sublet Work that the Department is not consenting to the requested subletting.

Include in the total Contract amount the cost of materials and manufactured component products, and their transportation to the project site. For the purpose of meeting this requirement the Department will not consider off-site commercial production of materials and manufactured component products that the Contractor purchases, or their transportation to the project, as subcontracted work.

If the Contractor sublets a part of a Contract item, the Department will use only the sublet proportional cost in determining the percentage of subcontracted normal work.

Execute all agreements to sublet work in writing and include all pertinent provisions and requirements of the Contract. All other agreements must be in writing and reference all applicable Contract provisions. Upon request, furnish the Department with a copy of the subcontract and agreement. The subletting of work does not relieve the Contractor or the surety of their respective liabilities under the Contract.

The Department recognizes a subcontractor only in the capacity of an employee or agent of the Contractor, and the Engineer may require the Contractor to remove the subcontractor as in the case of an employee.

8-3.2 Submission of Contract Schedule: Within 21 calendar days after Contract award or at the preconstruction conference, whichever is earlier, submit to the Engineer a Contract Schedule for the project. The Engineer will review and respond to the Contractor within 15 calendar days of receipt.

Provide a Contract Schedule that shows the various activities of work in sufficient detail to demonstrate a reasonable and workable plan to complete the project within the Contract Time. Show the order and interdependence of activities and the sequence for accomplishing the work. Describe all activities in sufficient detail so that the Engineer can readily identify the work and measure the progress of each activity. Show each activity with a beginning work date, a duration, and a monetary value. Include activities for procurement fabrication, and delivery of materials, plant, and equipment, and review time for shop drawings and submittals. Include milestone activities when milestones are required by the Contract Documents. In a project with more than one phase, adequately identify each phase and its completion date, and do not allow activities to span more than one phase.

Conduct sufficient liaison and provide sufficient information to indicate coordination activities with utility owners that have facilities within the limits of construction have been resolved. Incorporate in the Contract Schedule any utility work schedules included in

the Contract Documents unless the utility company and the Department mutually agree to changes to the utility schedules shown in the Contract.

Submit a working plan with the Contract Schedule, consisting of a concise written description of the construction plan.

The Engineer will return inadequate Contract Schedules to the Contractor for corrections. Resubmit a corrected schedule within 15 calendar days from the date of the Engineer's return transmittal.

Submit an updated Contract Schedule, for Engineer's acceptance, if there is a significant change in the planned order or duration of an activity. The Engineer will review the corrected schedule and respond within 7 calendar days of receipt.

By acceptance of the Contract Schedule, the Engineer does not endorse or otherwise certify the validity or accuracy of the activity durations or sequencing of activities. The Engineer will use the accepted schedule as the baseline against which to measure the progress.

If the Contractor fails to finalize either the initial or a revised Contract Schedule in the time specified, the Engineer may withhold all Contract payments until the Engineer accepts the schedule.

The Contract Schedule may indicate a completion date in advance of the expiration of Contract Time. However, the Department will not be liable in any way for the Contractor's failure to complete the project prior to expiration of Contract Time. Any additional costs, including extended overhead incurred between the Contractor's scheduled completion date and the expiration of Contract Time, shall be the responsibility of the Contractor. The Contractor shall not be entitled to claim or recover any such costs from the Department.

8-5 Qualifications of Contractor's Personnel.

Provide competent, careful, and reliable superintendents, foremen, and workmen. Provide workmen with sufficient skill and experience to properly perform the work assigned to them. Provide workmen engaged on special work, or skilled work, such as bituminous courses or mixtures, concrete bases, pavements, or structures, or in any trade, with sufficient experience in such work to perform it properly and satisfactorily and to operate the equipment involved. Provide workmen that shall make due and proper effort to execute the work in the manner prescribed in the Contract Documents, or the Engineer may take action as prescribed below.

It is prohibited as a conflict of interest for a Contractor to subcontract with a Consultant to perform Contractor Quality Control when the Consultant is under contract with the Department to perform work on any project described in the Contractor's Contract with the Department. Prior to approving a Consultant for Contractor Quality Control, the Contractor shall submit to the Department a Certificate from the proposed Consultant certifying that no conflict of interest exists.

Whenever the Engineer determines that any person employed by the Contractor is incompetent, unfaithful, intemperate, disorderly, or insubordinate, the Engineer will provide written notice and the Contractor shall discharge the person from the work. Do not employ any discharged person on the project without the written consent of the Engineer. If the Contractor fails to remove such person or persons, the Engineer may withhold all estimates that are or may become due, or suspend the work until the Contractor complies with such orders. Protect, defend, indemnify, and hold the Department, its agents, officials, and employees harmless from all claims, actions, or suite arising from such removal, discharge, or suspension of employees.

8-7.3 Adjusting Contract Time:

8-7.3.1 Increased Work: The Department may grant an extension of Contract Time when it increases the Contract amount due to overruns in original Contract items, adds new work items, or provides for unforeseen work. The Department will base the consideration for granting an extension of Contract Time on the extent that the time normally required to complete the additional designated work delays the Contract completion schedule.

8-7.3.2 Contract Time Extensions: The Department may grant an extension of Contract Time when a controlling item of work is delayed by factors not reasonably anticipated or foreseeable at the time of bid. The Department may allow such extension of time only for delays occurring during the Contract Time period or authorized extensions of the Contract Time period. When failure by the Department to fulfill an obligation under the Contract results in delays to the controlling items of work, the Department will consider such delays as a basis for granting a time extension to the Contract.

Whenever the Engineer suspends the Contractor's operations, as provided in 8-6, for reasons other than the fault of the Contractor, the Engineer will grant a time extension for any delay to a controlling item of work due to such suspension. The Department will not grant time extensions to the Contract for delays due to the fault or negligence of the Contractor.

The Department does not include an allowance for delays caused by the effects of inclement weather or suspension of Contractor's operations as defined in 8-6.4, in establishing Contract Time. The Engineer will continually monitor the effects of weather and, when found justified, grant time extensions on either a bimonthly or monthly basis. The Engineer will not require the Contractor to submit a request for additional time due to the effects of weather.

The Department will grant time extensions, on a day for day basis, for delays caused by the effects of rains or other inclement weather conditions, related adverse soil conditions or suspension of operations that prevent the Contractor from productively performing controlling items of work resulting in:

1. The Contractor being unable to work at least 50% of the normal work day on pre-determined controlling work items; or

2. The Contractor must make major repairs to work damaged by weather, provided that the damage is not attributable to the Contractor's failure to perform or neglect; and provided that the Contractor was unable to work at least 50% of the normal workday on pre-determined controlling work items.

When the Department grants a time extension due to rains or other inclement weather, the Contractor shall submit any objection to the additional time in writing within ten calendar days from receipt of written notice from the Engineer. Failure to submit a written appeal within ten calendar days from receipt of the written notice shall constitute a waiver of any and all rights to appeal the Department's decision at a later time.

No additional compensation will be made for delays caused by the effects of inclement weather.

The Department will consider the delays in delivery of materials or component equipment that affect progress on a controlling item of work as a basis for granting a time extension if such delays are beyond the control of the Contractor or supplier. Such delays may include an area-wide shortage, an industry-wide strike, or a natural disaster that affects all feasible sources of supply. In such cases, the Contractor shall submit substantiating letters from a representative number of manufacturers of such materials or equipment clearly confirming that

the delays in delivery were the result of an area-wide shortage, an industry-wide strike, etc. No additional compensation will be made for delays caused by delivery of materials or component equipment.

The Department will not consider requests for time extension due to delay in the delivery of custom manufactured equipment such as traffic signal equipment, highway lighting equipment, etc., unless the Contractor submits documentation that they placed the order for such equipment in a timely manner, the delay was caused by factors beyond the manufacturer's control, and the lack of such equipment caused a delay in progress on a controlling item of work. No additional compensation will be paid for delays caused by delivery of custom manufactured equipment.

The Department will consider the affect of utility relocation and adjustment work on job progress as the basis for granting a time extension only if all the following criteria are met:

1. Delays are the result of either utility work that was not detailed in the Plans, or utility work that was detailed in the Plans but was not accomplished in reasonably close accordance with the schedule included in the Contract Documents.

2. Utility work actually affected progress toward completion of controlling work items.

3. The Contractor took all reasonable measures to minimize the effect of utility work on job progress, including cooperative scheduling of the Contractor's operations with the scheduled utility work at the preconstruction conference and providing adequate advance notification to utility companies as to the dates to coordinate their operations with the Contractor's operations to avoid delays.

The Department will consider requests for time extension due to delay in work operations within the limits of the railroad right-of-way, the adjoining 15 feet, or determined by the Railroad or Department to be able to potentially foul the tracks regardless of distance from railroad right-of-way on job progress as the basis for granting a time extension only if all the following criteria are met:

1. Delays are due to a lack of availability of Railroad protective services as required by 7-11.4.

2. Work within the limits of the railroad right-of-way or the adjoining 15 feet actually impacted progress toward completion of controlling work items.

3. The Contractor took all reasonable measures to minimize the effect of work operations within the limits of the railroad right-of-way or the adjoining 15 feet on job progress, including compliance with all provisions of 7-11.4 and 5-12, and cooperative scheduling of the Contractor's operations.

As a condition precedent to an extension of Contract Time the Contractor must submit to the Engineer:

A preliminary request for an extension of Contract Time must be submitted in writing to the Engineer within ten calendar days after the commencement of a delay to a controlling item of work. If the Contractor fails to submit this required preliminary request for an extension of Contract Time, the Contractor fully, completely, absolutely and irrevocably waives any entitlement to an extension of Contract Time for that delay. In the case of a continuing delay only a single preliminary request for an extension of Contract Time will be required. Each such preliminary request for an extension of Contract Time shall include as a

minimum the commencement date of the delay, the cause of the delay, and the controlling item of work affected by the delay.

Furthermore, the Contractor must submit to the Engineer a request for a Contract Time extension in writing within 30 days after the elimination of the delay to the controlling item of work identified in the preliminary request for an extension of Contract Time. Each request for a Contract Time extension shall include as a minimum all documentation that the Contractor wishes the Department to consider related to the delay, and the exact number of days requested to be added to Contract Time. If the Contractor contends that the delay is compensable, then the Contractor shall also be required to submit with the request for a Contract Time extension a detailed cost analysis of the requested additional compensation. If the Contractor fails to submit this required request for a Contract Time extension, with or without a detailed cost analysis, depriving the Engineer of the timely opportunity to verify the delay and the costs of the delay, the Contractor waives any entitlement to an extension of Contract Time or additional compensation for the delay.

Upon timely receipt of the preliminary request of Contract Time from the Contractor, the Engineer will investigate the conditions, and if it is determined that a controlling item of work is being delayed for reasons beyond the control of the Contractor the Engineer will take appropriate action to mitigate the delay and the costs of the delay. Upon timely receipt of the request for a Contract Time extension the Engineer will further investigate the conditions, and if it is determined that there was an increase in the time or the cost of performance of the controlling item of work beyond the control of the Contractor, then an adjustment of Contract Time will be made, and a monetary adjustment will be made, excluding loss of anticipated profits, and the Contract will be modified in writing accordingly.

The existence of an accepted schedule, including any required update(s) is a condition precedent to the Contractor having any right to the granting of an extension of Contract Time or any monetary compensation arising out of any delay. Contractor failure to have an accepted schedule, including any required update(s), for the period of potential impact, or in the event the currently accepted schedule and applicable updates do not accurately reflect the actual status of the project or fail to accurately show the true controlling or non-controlling work activities for the period of potential impact, will result in any entitlement determination as to time or money for such period of potential impact being limited solely to the Department's analysis and identification of the actual controlling or non-controlling work activities. Further, in such instances, the Department's determination as to entitlement as to either time or compensability will be final, unless the Contractor can prove by clear and convincing evidence to a Disputes Review Board that the Department's determination was without any reasonable factual basis.

8-10 Liquidated Damages for Failure to Complete the Work.

8-10.2 Amount of Liquidated Damages: Applicable liquidated damages are the amounts established in the following schedule:

Original Contract Amount	Daily Charge Per Calendar Day
$299,999 and under	$904
$300,000 but less than $2,000,000	$1,685
$2,000,000 but less than $5,000,000	$2,667
$5,000,000 but less than $10,000,000	$3,813

$10,000,000 but less than $20,000,000.....$5,021
$20,000,000 but less than $40,000,000.....$7,442
$40,000,000 and over.....$10,224 plus 0.00005 of any amount over $40 million (Round to nearest whole dollar)

The Engineer may approve adjustments to the liquidated damages amounts in accordance with the Construction Project Administration Manual (CPAM) provided all contract work is complete.

SECTION 9 – MEASUREMENT AND PAYMENT.

9-1.3 Determination of Pay Areas:

9-1.3.1 Final Calculation: When measuring items paid for on the basis of area of finished work, where the pay quantity is designated to be determined by calculation, the Engineer will use lengths and widths in the calculations based on the station to station dimensions shown on the plans; the station to station dimensions actually constructed within the limits designated by the Engineer; or the final dimensions measured along the surface of the completed work within the neat lines shown on the plans or designated by the Engineer. The Engineer will use the method or combination of methods of measurement that reflect, with reasonable accuracy, the actual surface area of the finished work as the Engineer determines.

9-1.3.2 Plan Quantity: When measuring items paid for on the basis of area of finished work, where the pay quantity is designated to be the plan quantity, the Engineer will determine the final pay quantity based on the plan quantity subject to the provisions of 9-3.2. Generally, the Engineer will calculate the plan quantity using lengths based on station to station dimensions and widths based on neat lines shown in the plans.

9-3 Compensation for Altered Quantities.

9-3.1 General: When alteration in plans or quantities of work not requiring a supplemental agreement as hereinbefore provided for are offered and performed, the Contractor shall accept payment in full at Contract unit bid prices for the actual quantities of work done, and no allowance will be made for increased expense, loss of expected reimbursement, or loss of anticipated profits suffered or claimed by the Contractor, resulting either directly from such alterations, or indirectly from unbalanced allocation among the Contract items of overhead expense on the part of the bidder and subsequent loss of expected reimbursement therefore, or from any other cause.

Compensation for alterations in plans or quantities of work requiring supplemental agreements shall be stipulated in such agreement, except when the Contractor proceeds with the work without change of price being agreed upon, the Contractor shall be paid for such increased or decreased quantities at the Contract unit prices bid in the Proposal for the items of work. If no Contract unit price is provided in the Contract, and the parties cannot agree as to a price for the work, the Contractor agrees to do the work in accordance with 4-3.2.

9-3.2 Payment Based on Plan Quantity:

9-3.2.1 Error in Plan Quantity: As used in this Article, the term “substantial error” is defined as the smaller of 1. or 2. below:

1. a difference between the original plan quantity and final quantity of more than 5%,

2. a change in quantity which causes a change in the amount payable of more than $10,000.

On multiple job Contracts, changes made to an individual pay item due to substantial errors will be based on the entire Contract quantity for that pay item.

Where the pay quantity for any item is designated to be the original plan quantity, the Department will revise such quantity only in the event that the Department determines it is in substantial error. In general, the Department will determine such revisions by final measurement, plan calculations, or both, as additions to or deductions from plan quantities.

In the event that either the Department or the Contractor contends that the plan quantity for any item is in error and additional or less compensation is thereby due, the claimant shall submit, at their own expense, evidence of such in the form of acceptable and verifiable measurements or calculations. The Department will not revise the plan quantity solely on the basis of a particular method of construction that the Contractor selects. For earthwork items, the claimant must note any differences in the original ground surfaces from that shown in the original plan cross-sections that would result in a substantial error to the plan quantity, and must be properly documented by appropriate verifiable level notes, acceptable to both the Contractor and the Department, prior to disturbance of the original ground surface by construction operations. The claimant shall support any claim based upon a substantial error for differences in the original ground surface by documentation as provided above.

9-3.2.2 Authorized Changes in Limits of Work: Where the Department designates the pay quantity for any item to be the original plan quantity and authorizes a plan change which results in an increase or decrease in the quantity of that item, the Department will revise the plan quantity accordingly. In general, the Department will determine such revisions by final measurement, plan calculations or both.

9-3.2.3 Specified Adjustments to Pay Quantities: Do not apply the limitations specified in 9-3.2.1 and 9-3.2.2 to the following:

(1) Where these Specifications or Special Provisions provide that the Department determines the pay quantity for an item on the basis of area of finished work adjusted in accordance with the ratio of measured thickness to nominal thickness.

(2) Where these Specifications provide for a deduction due to test results falling outside of the allowable specified tolerances.

(3) To payment for extra length fence posts, as specified in 550-6.3.

9-3.3 Lump Sum Quantities:

9-3.3.1 Error in Lump Sum Quantity: Where the Department designates the pay quantity for an item to be a lump sum and the plans show an estimated quantity, the Department will adjust the lump sum compensation only in the event that either the Contractor submits satisfactory evidence or the Department determines and furnishes satisfactory evidence that the lump sum quantity shown is in substantial error as defined in 9-3.2.1.

9-3.3.2 Authorized Changes in Work: Where the Department designates the pay quantity for an item to be a lump sum and the Plans show an estimated quantity, the Department will adjust compensation for that item proportionately when an authorized plan change is made which results in an increase or decrease in the quantity of that item. When the Plans do not show an estimated plan quantity or the applicable specifications do not provide adjustments for contingencies, the Department will compensate for any authorized plan change resulting in an increase or decrease in the cost of acceptably completing the item by establishing a new unit price through a supplemental agreement as provided in 4-3.2.

9-5 Partial Payments.

9-5.1 General: The Engineer will make partial payments on monthly estimates based on the amount of work that the Contractor completes during the month (including delivery of certain materials, as specified herein below). The Engineer will make approximate monthly payments, and the Department will correct all partial estimates and payments in the subsequent estimates and in the final estimate and payment.

The Department will base the amount of such payments on the total value of the work that the Contractor has performed to the date of the estimate, based on the quantities completed and the Contract prices, less payments previously made and less any retainage withheld.

Contract amount is defined as the original Contract amount adjusted by approved supplemental agreements.

Retainage will be determined for each job on multiple job Contracts. The Department will not accept Securities, Certificates of Deposit or letters of credit as a replacement for retainage. **9-5.2 Unsatisfactory Payment Record:** In accordance with Sections 255.05 and 337.16 of the Florida Statutes, and the rules of the Department, the Department may disqualify the Contractor from bidding on future Department contracts if the Contractor's payment record in connection with contract work becomes unsatisfactory.

9-5.3 Withholding Payment:

9-5.3.1 Withholding Payment for Defective Work: If the Department discovers any defective work or material prior to the final acceptance, or if the Department has a reasonable doubt as to the integrity of any part of the completed work prior to final acceptance, then the Department will not allow payment for such defective or questioned work until the Contractor has remedied the defect and removed any causes of doubt.

9-5.3.2 Withholding Payment for Failure to Comply: The Department will withhold progress payments from the Contractor if they fail to comply with any or all of the following within 60 days after beginning work:

1. comply with and submit required paperwork relating to prevailing wage rate provisions, Equal Employment Opportunity, On-The-Job Training, and Affirmative Action;

2. comply with the requirement to all necessary information, including actual payments to DBEs, all other subcontractors and major suppliers, through the Internet based Equal Opportunity Reporting System;

3. comply with or make a good faith effort to ensure employment opportunity for minorities and females in accordance with the required contract provisions for Federal Aid Construction Contracts, and

4. comply with or make a good faith effort to meet On-The-Job Training goals.

The Department will withhold progress payments until the Contractor has satisfied the above conditions.

9-5.5 Partial Payments for Delivery of Certain Materials:

9-5.5.1 General: The Department will allow partial payments for new materials that will be permanently incorporated into the project and are stockpiled in approved locations in the project vicinity. Stockpile materials so that they will not be damaged by the elements and in a manner that identifies the project on which they are to be used.

The following conditions apply to all payments for stockpiled materials:

1. There must be reasonable assurance that the stockpiled material will be incorporated into the specific project on which partial payment is made.

2. The stockpiled material must be approved as meeting applicable specifications.

3. The total quantity for which partial payment is made shall not exceed the estimated total quantity required to complete the project.

4. The Contractor shall furnish the Engineer with copies of certified invoices to document the value of the materials received. The amount of the partial payment will be determined from invoices for the material up to the unit price in the Contract.

5. Delivery charges for materials delivered to the jobsite will be included in partial payments if properly documented.

6. Partial payments will not be made for materials which were stockpiled prior to award of the Contract for a project.

9-5.5.2 Partial Payment Amounts: The following partial payment restrictions apply:

1. Partial payments less than $5,000 for any one month will not be processed.

2. Partial payments for structural steel, ITS and signal components, and precast prestressed items will not exceed 85% of the bid price for the item. Partial payments for all other items will not exceed 75% of the bid price of the item in which the material is to be used.

3. Partial payment will not be made for aggregate and base course material received after paving or base construction operations begin except when a construction sequence designated by the Department requires suspension of paving and base construction after the initial paving operations, partial payments will be reinstated until the paving and base construction resumes.

9-5.5.3 Off Site Storage: If the conditions of 9-5.5.1 are satisfied, partial payments will be allowed for materials stockpiled in approved in-state locations. Additionally, partial payments for materials stockpiled in approved out-of-state locations will be allowed if the conditions of 9-5.5.1 and the following conditions are met:

1. Furnish the Department a Materials Bond stating the supplier guarantees to furnish the material described in the Contract to the Contractor and Department. Under this bond, the Obligor shall be the material supplier and the Obligees shall be the Contractor and the Florida Department of Transportation. The bond shall be in the full dollar amount of the bid price for the materials described in the contract.

2. The following clauses must be added to the construction Contract between the Contractor and the supplier of the stockpiled materials:

"Notwithstanding anything to the contrary, <supplier> will be liable to the Contractor and the Florida Department of Transportation should <supplier> default in the performance of this agreement."

"Notwithstanding anything to the contrary, this agreement, and the performance bond issued pursuant to this agreement, does not alter, modify, or otherwise change the Contractor's obligation to furnish the materials described in this agreement to the Florida Department of Transportation."

3. The agreement between the Contractor and the supplier of the stockpiled materials must include provisions that the supplier will store the materials and that such materials are the property of the Contractor.

9-5.6 Certification of Payment to Subcontractors: The term "subcontractor," as used herein, includes persons or firms furnishing materials or equipment incorporated into the work or stockpiled for which the Department has made partial payment and firms working under equipment-rental agreements. The Contractor is required to pay all subcontractors for satisfactory performance of their Contracts before the Department will make a further progress (partial) payment. The Contractor shall also return all retainage withheld to the subcontractors within 30 days after the subcontractor's work is satisfactorily complete, as determined by the Department. Prior to receipt of any progress (partial) payment, the prime contractor shall certify that all subcontractors having an interest in the Contract were paid for satisfactory performance of their Contracts and that the retainage is returned to subcontractors within 30 days after satisfactory completion of the subcontractor's work. Provide this certification in the form designated by the Department.

Within 30 days of the Contractor's receipt of the final progress payment or any other payments thereafter, except the final payment, the Contractor shall pay all subcontractors and suppliers having an interest in the Contract for all work completed and materials furnished. The Department will honor an exception to the above when the Contractor demonstrates good cause for not making any required payment and furnishes written notification of any such good cause to both the Department and the affected subcontractors or suppliers within said 30 day period.

The Contractor shall indemnify and provide defense for the Department when called upon to do so for all claims or suits against the Department, by third parties, pertaining to Contractor payment or performance issues arising out of the Contract. It is expressly understood that the monetary limitation on the extent of the indemnification shall be the approved Contract amount, which shall be the original Contract amount as may be increased by subsequent Supplemental Agreements.

120 EARTHWORK AND RELATED OPERATIONS FOR LAP (CLASS - D). (REV 12-17-24) (FA 7-13-21) (FY 2025-26)

SECTION 120 is deleted and the following substituted:

SECTION 120
EARTHWORK AND RELATED OPERATIONS FOR LAP (CLASS - D)

120-1 Description.

120-1.1 General: Perform earthwork and related operations based on the type of work specified in the Contract and the Earthwork Categories as defined below. Meet the applicable requirements for materials, equipment and construction as specified.

Earthwork and related operations consist of excavation for the construction of the roadway, excavation for structures and pipe, constructing backfill around structures and pipe, and constructing embankments as required for the roadway, ditches, and channel changes.

120-1.2 Earthwork Categories: Performance of Earthwork Operations will fall into one of the following Earthwork Categories:

120-1.2.1 Earthwork Category 1: Includes the earthwork and related operations associated with the construction of non-traffic bearing applications such as sidewalks and bike paths along with any drainage structures associated with these facilities that are considered non-mainline.

120-1.2.2 Earthwork Category 2: Includes the earthwork and related operations associated with the construction of non-traffic bearing applications such as roadway shoulder-only areas, shared use paths, concrete box culverts, retaining walls, and other drainage structures on the non-mainline pavement.

120-1.2.3 Earthwork Category 3: Includes the earthwork and related operations associated with the construction of mainline traffic bearing applications such as pavement lanes, turn lanes, ramps, parking lots, concrete box culverts, emergency shoulder use, retaining wall systems, and other drainage structures on the mainline pavement.

120-1.3 Unidentified Areas of Contamination: When encountering or exposing any abnormal condition indicating the presence of potentially contaminated materials, cease operations immediately in the vicinity and notify the Engineer. The presence of storage tanks or drums; observation of discolorations or sheens on earth; or other conditions that appear abnormal may indicate the presence of contaminated materials and must be treated with extreme caution.

Once determined safe, take measures if needed, to minimize the spread of contamination into uncontaminated areas. Immediately provide for the health and safety of all workers at the job site and make provisions necessary for the health and safety of the public that may be exposed.

The Engineer will notify the Department’s Contamination Impact Coordinator who will then coordinate selecting and tasking the Department’s Contamination Assessment/Remediation Contractor (CAR). Provide access to any potentially contaminated area. Preliminary investigation by the CAR Contractor will determine the course of action necessary for site security and the steps necessary under applicable laws, rules, and regulations for additional assessment and/or remediation work to resolve the contamination issue.

120-2 Classifications of Excavation.

120-2.1 General: The Engineer may classify excavation specified under this Section for payment as any of the following: regular excavation, subsoil excavation, lateral ditch excavation, and channel excavation.

If the proposal does not show subsoil excavation or lateral ditch excavation as separate items of payment, include such excavation under the item of regular excavation.

If the proposal shows lateral ditch excavation as a separate item of payment but does not show channel excavation as a separate item of payment, include such excavation under the item of lateral ditch excavation. Otherwise, include channel excavation under the item of regular excavation.

120-2.2 Regular Excavation: Regular excavation includes roadway excavation and borrow excavation, as defined below for each.

Roadway excavation consists of the excavation and the utilization or disposal of all materials necessary for the construction of the roadway, ditches, channel changes, etc., except as may be specifically shown to be paid for separately and that portion of the lateral ditches within the limits of the roadway right-of-way as shown in the Plans.

Borrow excavation consists of the excavation and utilization of material from authorized borrow pits, including only material that is suitable for the construction of roadway embankments or of other embankments covered by the Contract.

A Cost Savings Initiative Proposal (CSIP) submittal based on using borrow material from within the project limits will not be considered.

120-2.3 Subsoil Excavation: Subsoil excavation consists of the excavation and disposal of muck, clay, rock, or any other material that is unsuitable in its original position and that is excavated below the existing surface. For ponds and ditches that identify the placement of a blanket material, the existing surface is template as the bottom of the blanket material. Subsoil excavation also consists of the excavation of all suitable material within the above limits as necessary to excavate the unsuitable material. Consider the limits of subsoil excavation indicated in the Plans as being particularly variable, in accordance with the field conditions encountered.

The quantity of material required to replace the excavated material and to raise the elevation of the roadway to the bottom of the template will be paid for under embankment or borrow excavation (Truck Measure).

120-2.4 Lateral Ditch Excavation: Lateral ditch excavation consists of all excavation of inlet and outlet ditches to structures and roadway, and ditches parallel to the roadway right-of-way. Dress lateral ditches to the grade and finished graded surface shown in the Plans.

120-2.5 Channel Excavation: Channel excavation consists of the excavation of channels of streams and satisfactory disposal of all materials from the limits of the channel as shown in the Plans.

120-2.6 Excavation for Structures and Pipe: Excavation for structures consists of the excavation for bridge foundations, box culverts, pipe culverts, storm sewers and all other pipelines, retaining walls, headwalls for pipe culverts and drains, catch basins, drop inlets, manholes, and similar structures.

120-3 Preliminary Soils Investigations.

When the Plans contain the results of a soil survey, do not assume such data is a guarantee of the depth, extent, or character of material present.

120-4 Excavation Requirements.

120-4.1 Removal of Unsuitable Materials and Existing Roads

120-4.1.1 Subsoil Excavation: Where rock, muck, clay, or other material within the limits of the roadway is unsuitable in its original position, excavate such material to the depths shown in the Plans as the removal limits or as indicated by the Engineer, and backfill with suitable material. Where the removal of plastic soils is required, meet a construction tolerance of ±0.2 foot in depth and ±6 inches (each side) in width.

120-4.1.2 Construction over Existing Old Road: Where a new roadway is to be constructed over an old one, completely remove the existing pavement for the entire limits of the width and depth. Remove the existing base beneath the pavement if indicated in the Plans. If the Plans provide that paving materials may be incorporated into the fill, distribute such material in a manner so as not to create voids. Recompact the old road meeting the requirements of 120-10.2.

120-4.2 Excavation for Structures and Pipe.

120-4.2.1 Requirements for all Excavation: Perform all excavation to foundation materials, satisfactory to the Engineer, regardless of the elevation shown in the Plans. Remove rock, boulders or other hard lumpy or unyielding material to a depth of 12 inches below

the bottom of pipes and box culverts elevations. Remove muck or other soft material to the depth indicated in the Plans or as directed by the Engineer.

120-4.2.2 Earth Excavation:

120-4.2.2.1 Foundation Material other than the Rock: When masonry is to rest on an excavated surface other than rock, take special care to avoid disturbing the bottom of the excavation, and do not remove the final foundation material to grade until just before placing the masonry. In case the foundation material is soft or mucky, the Engineer may require excavation to a greater depth and to backfill to grade with approved material.

120-4.2.2.2 Foundation Piles: Where foundation piles are used, complete the excavation of each pit before driving the piles. After the driving is completed, remove all loose and displaced material, leaving a smooth, solid, and level bed to receive the masonry.

120-4.2.2.3 Removal of Obstructions: Remove boulders, logs, or any unforeseen obstacles encountered in excavating.

120-4.2.3 Rock Excavation: Clean all rock and other hard foundation material, remove all loose material, and cut all rock to a firm surface. Either level, step vertically and horizontally, or serrate the rock, as may be directed by the Engineer. Clean out all seams and fill them with concrete or mortar.

120-4.2.4 Pipe Trench Excavation: Excavate trenches for pipes to the elevation of the bottom of the pipe and to a width sufficient to provide adequate working room. Remove soil not meeting the classification specified as suitable backfill material in 120-8.3.2.2 to a depth of 4 inches below the bottom of the pipe elevation. Remove rock, boulders or other hard lumpy or unyielding material to a depth of 12 inches below the bottom of the pipe elevation. Remove muck or other soft material to a depth necessary to establish a firm foundation. Where the soils permit, ensure that the trench sides are vertical up to at least the mid-point of the pipe.

For pipelines placed above the natural ground line, place and compact the embankment, prior to excavation of the trench, to an elevation at least 2 feet above the top of the pipe and to a width equal to four pipe diameters, and then excavate the trench to the required grade.

For pipe trenches utilizing trench boxes, ensure that the trench box used is of sufficient width to permit thorough tamping of bedding material under and around the pipes as specified in 125-8.1.6.

Do not disturb the installed pipe and its embedment when moving trench boxes. Move the trench box carefully to avoid excavated wall displacement or damage. As the trench box is moved, fill any voids left by the trench box and continuously place and compact the backfill material adjacent to and all along the side of the trench box walls to fill any voids created by the trench box.

120-5 Disposal of Surplus and Unsuitable Material.

120-5.1 Ownership of Excavated Materials: Take ownership of the materials and dispose of them outside the right-of-way.

120-5.2 Placement of Muck on Side Slopes: As an exception to the provisions of 120-5.1, when approved by the Engineer, the Contractor may store muck (A-8 material) alongside the roadway, provided there is a clear distance of at least 6 feet between the roadway grading limits and the muck and the Contractor dresses the muck to present a neat appearance. Do not store such material in a manner which will impede the inflow or outfall of any channel or side ditches.

All stored materials that is not used for the final surface material must be disposed of outside the right-of-way.

120-5.3 Disposal of Paving Materials: Unless otherwise noted, take ownership of paving materials, such as paving brick, asphalt block, concrete slab, sidewalk, curb and gutter, etc., excavated in the removal of existing pavements, and dispose of them outside the right-of-way. Existing base materials that are removed may be incorporated in the stabilized portion of the subgrade. If the construction sequence allows, incorporate all existing base material into the project as allowed by the Contract Documents.

120-5.4 Disposal Areas: Where the Contract Documents require disposal of excavated materials outside the right-of-way, and the disposal area is not indicated in the Contract Documents, furnish the disposal area without additional compensation.

Provide areas for disposal of removed paving materials out of sight of the project and at least 300 feet from the nearest roadway right-of-way line of any road. If the materials are buried, disregard the 300-foot limitation.

120-6 Materials for Embankment.

120-6.1 General Requirements for Embankment Materials: Construct embankments using suitable materials excavated from the roadway or delivered to the jobsite from authorized borrow pits. The embankment materials must meet the requirements of Standard Plans 120 001. Embankment material shall not contain muck, stumps, roots, brush, vegetable matter, rubbish, reinforcement bar or other material that does not compact into a suitable and enduring roadbed.

Remove all waste material designated as undesirable. Use material in embankment construction in accordance with Plan details or as the Engineer directs.

Construct the embankment using maximum particle sizes as follows:

1. In top 12 inches: 3-1/2 inches (in any dimension).
2. 12 to 24 inches: 6 inches (in any dimension).
3. In the depth below 24 inches: not to exceed 12 inches (in any dimension) or the compacted thickness of the layer being placed, whichever is less.

Spread all material so that the larger particles are separated from each other to minimize voids between them during compaction. Compact around these rocks in accordance with 120-9.2.

When and where approved by the Engineer, larger rocks (not to exceed 18 inches in any dimension) may be placed outside the 1:2 slope and at least 4 feet or more below the bottom of the base. Compact around these rocks to a firmness equal to that of the supporting soil. Where constructing embankments adjacent to bridge end bents or abutments, do not place rock larger than 3-½ inches in diameter within 3 feet of the location of any end-bent piling.

120-6.2 Use of Materials Excavated from the Roadway and Appurtenances: Assume responsibility for determining the suitability of excavated material for use on the project in accordance with the applicable Contract Documents. Consider the sequence of work and maintenance of traffic phasing in the determination of the availability of this material.

120-6.3 Authorization for Use of Borrow: Use borrow pit only when sufficient quantities of suitable material are not available from roadway and drainage excavation, to properly construct the embankment, subgrade, and shoulders, and to complete the backfilling of structures and pipe. Do not use borrow material until so ordered by the Engineer, and then only use material from approved borrow pits.

120-6.3.1 Haul Routes for Borrow Pits: Provide and maintain, at no expense to the Agency, all necessary roads for hauling the borrow material. Where borrow area haul roads or trails are used by others, do not cause such roads or trails to deteriorate in condition.

Arrange for the use of all non-public haul routes crossing the property of any railroad. Incur any expense for the use of such haul routes. Establish haul routes which will direct construction vehicles away from developed areas when feasible and keep noise from hauling operations to a minimum. Advise the Engineer in writing of all proposed haul routes.

120-6.3.2 Borrow Material for Shoulder Build-up: When so indicated in the Plans, furnish borrow material with a specific minimum bearing value, for building up of existing shoulders. Blend materials as necessary to achieve this specified minimum bearing value prior to placing the materials on the shoulders. Take samples of this borrow material at the pit or blended stockpile. Include all costs of providing a material with the required bearing value in the Contract unit price for borrow material.

120-6.4 Materials Used at Pipes, Culverts, etc.: Construct embankments over and around pipes, culverts, and bridge foundations with selected materials.

120-7 Embankment Construction.

120-7.1 General: Construct embankments in sections of not less than 300 feet in length or for the full length of the embankment. A LOT is defined as a single lift of finished embankment. Do not construct another LOT over an untested LOT without the Engineer's approval in writing.

Construct mainline traffic bearing applications such as pavement lanes, turn lanes, ramps, parking lots, concrete box culverts, emergency shoulder use, and retaining wall systems in LOTs not to exceed 500 feet.

Construct non-mainline LOTs, not to exceed 2,000 feet, for non-traffic bearing applications such as shoulder-only areas, shared use paths, and sidewalks areas.

When mainline and non-mainline areas are constructed in one operation, a LOT shall not exceed 500 feet. Isolated compaction operations will be considered as separate LOTs. For multiple phase construction, a LOT shall not extend beyond the limits of the phase.

120-7.2 Dry Fill Method:

120-7.2.1 General: Construct embankments to meet compaction requirements in 120-9 and in accordance with the acceptance program requirements in 120-10.

Construct embankment in the dry whenever normal dewatering equipment and methods can accomplish the needed dewatering.

120-7.2.1.1 Maximum Compacted Lift Thickness Requirements: Construct the embankment in successive layers with lifts up to a maximum listed in the table below based on the embankment material classification group.

Table 120-1			
Group	AASHTO Soil Class	Maximum Lift Thickness	Thick Lift Control Test Section Requirements
1	A-3	12 inches	Not Needed
	A-2-4 (No. 200 Sieve ≤ 15%)		
2	A-1	6 inches without Control Test Section	Maximum of 12 inches per 120-7.2.1.2
	A-2-4 (No. 200 Sieve > 15%)		
	A-2-5, A-2-6, A-2-7, A-4, A-5, A-6		
	A-7 (Liquid Limit < 50)		

120-7.2.1.2 Thick Lift Requirements: For embankment materials classified as Group 2 in Table 120-1 above, the option to perform thick lift construction in successive layers of not more than 12 inches compacted thickness may be used after meeting the following requirements:

1. Demonstrate the possession and control of compacting equipment sufficient to achieve density required by 120-10.5 for the full depth of a thicker lift.
2. Construct a test section of the length of one full LOT of not less than 500 feet.
3. Perform five density tests at random locations within the test section.
   a. All five tests must meet the density required by 120-10.5.
   b. Identify the test section with the compaction effort and soil classification in the project's records.
4. Obtain Engineer's approval for the compaction effort after completing a successful test section.

In case of a change in compaction effort or soil classification or failing density test, construct a new test section. The Contractor may elect to place material in 6 inches compacted thickness at any time. Construct all layers approximately parallel to the centerline profile of the road.

The Engineer reserves the right to terminate the Contractor's use of thick lift construction. Whenever the Engineer determines that the Contractor is not achieving satisfactory results, revert to the 6-inch compacted lifts.

120-7.2.1.3 Dewatering Equipment and Methods: Provide normal dewatering equipment including, but not limited to, surface pumps, sump pumps and trenching/digging machinery. Provide normal dewatering methods including, but not limited to, constructing shallow surface drainage trenches/ditches, using sand blankets, sumps, and siphons.

When normal dewatering does not adequately remove the water, the Engineer may require the embankment material to be placed in the water or in low swampy ground in accordance with 120-9.2.4.

120-7.2.2 Placing in Unstable Areas: When depositing the material in water, or in low swampy ground that will not support the weight of hauling equipment, construct the embankment by dumping successive loads in a uniformly distributed layer of a thickness not greater than necessary to support the hauling equipment while placing subsequent layers. Once sufficient material has been placed so that the hauling equipment can be supported, construct the remaining portion of the embankment in layers in accordance with the applicable provisions of 120-9.2.3 and 120-9.2.6.

120-7.2.3 Placing on Steep Slopes: When constructing an embankment on a hillside sloping more than 20 degrees from the horizontal, before starting the fill, deeply plow or cut into steps the surface of the original ground on which the embankment is to be placed.

120-7.2.4 Placing Outside Standard Minimum Slope: The standard control line is defined as the plane described by a one (vertical) to two (horizontal) slope downward from the roadway shoulder point or the gutter line, in accordance with Standard Plans, Index 120-001 and 120-002.

For sidewalks, the standard control line is a vertical line one foot from the left and right edge of the sidewalk. When the sidewalk is immediately adjacent to another roadway element such as curb-and-gutter, the control line is the distance between the two elements when the distance is less than a foot. The vertical control lines for sidewalks are referenced as the area to be compacted in 522-4.

For retaining wall system, the standard control line is a vertical line along the inside edges of the left and right side of the retaining wall face. For gravity walls and cast-in-place (CIP) retaining walls, the standard control line is a vertical line originating at the inside edge of the top of the gravity or CIP retaining wall.

When various elements are present in a single operation, a hierarchy for standard control line is as follows:

1. Retaining wall system,
2. CIP retaining wall systems,
3. Gravity walls,
4. Curb-and-gutter,
5. Shoulder break point,
6. and concrete driveway and sidewalk.

Where material that is unsuitable for normal embankment construction is to be used in the embankment outside the standard control line, place such material in layers of not more than 18 inches in thickness, measured loose. The Contractor may also place material, which is suitable for normal embankment, outside such standard minimum slope in 18-inch layers. Maintain a constant thickness for suitable material placed within and outside the standard minimum slope, unless placing in a separate operation.

120-7.3 Hydraulic Method:

120-7.3.1 Method of Placing: When the hydraulic method is used, as far as practicable, place all dredged material in its final position in the embankment by such method. Place and compact any dredged material that is reworked or moved and placed in its final position by any other method, as specified in 120-9.2. Baffles or any other form of construction may be used if the slopes of the embankments are not steeper than indicated in the Plans. Remove all timber used for temporary bulkheads or baffles from the embankment and fill and thoroughly compact all voids. When placing fill on submerged land, construct dikes prior to beginning of dredging, and maintain the dikes throughout the dredging operation.

120-7.3.2 Excess Material: Do not use excess material placed outside the prescribed slopes, below the normal high-water level, to raise the fill. Remove only the portion of this material required for dressing the slopes.

120-7.3.3 Protection of Openings in Embankment: Maintain openings in the embankments at the bridge sites. Remove any material which invades these openings or existing channels without additional compensation to provide the same depth of channel as existed before

the construction of the embankment. Do not excavate or dredge any material within 200 feet of the toe of the proposed embankment.

120-8 Backfilling Around Structures and Pipe.

120-8.1 Requirements for Structures and Pipes:

120-8-1.1 General: Backfill around structures and pipe in the dry whenever normal dewatering equipment and methods can accomplish the needed dewatering. A LOT is defined as one lift of backfill material placement, not to exceed 500 feet in length or a single run of pipe connecting two successive structures, whichever is less. Backfill for structures and pipe compacted in one operation will be considered as one LOT within the cover zone. Backfill around structures compacted separately from the pipe will be considered as separate LOTs. Backfill on each side of the pipe for the first lift will be considered a separate LOT. Backfill on opposite sides of the pipe for the remaining lifts will be considered separate LOTs, unless the same compaction effort is applied. Same compaction effort is defined as the same type of equipment (make and model) making the same number of passes on both sides of the pipe. For multiple phases of backfill, a LOT shall not extend beyond the limits of the phase.

When placing backfill within a trench box, each lift of backfill is considered a LOT. Placement of backfill within a trench box limits will be considered a complete operation before trench box is moved for next backfill operation. When the trench box is moved for next backfill operation this will start new LOTs for each lift. Follow the density testing frequency in 125-9.3.1.

129-8.1.2 Dewatering Equipment and Methods: Provide normal dewatering equipment including, but not limited to, surface pumps, sump pumps, wellpoints and header pipe and trenching/digging machinery. Provide normal dewatering methods including, but not limited to, constructing shallow surface drainage trenches/ditches, using sand blankets, perforated pipe drains, sumps, and siphons.

120-8.1.3 Backfill Materials: Backfill to the original ground surface or subgrade surface of openings made for structures, with a sufficient allowance for settlement. The Engineer may require that the material used for this backfill be obtained from a source entirely apart from the structure.

Do not allow heavy construction equipment to cross over culvert or storm sewer pipes until placing and compacting backfill material to the finished earthwork grade or to an elevation at least 4 feet above the crown of the pipe.

120-8.1.4 Use of A-7 Material: In the backfilling of trenches, A-7 material may be used from a point 12 inches above the top of the pipe up to the elevation shown in the Standard Plans as the elevation for undercutting of A-7 material.

120-8.1.5 Time of Placing Backfill: Do not place backfill against any masonry or concrete abutment, wingwall, or culvert until the Engineer has given permission to do so, and in no case until the masonry or concrete has been in place seven days or until the specified 28-day compressive strength occurs.

120-8.1.6 Placement and Compaction: Place the material in horizontal layers not exceeding 6 inches compacted thickness in depth above water level, behind abutments, wingwalls and end bents or end rest piers, under the haunches of the pipes, around box culverts, and all structures including pipe culverts. When the backfill material is deposited in water, compact as specified in 125-8.2.5 and 125-8.3.4.

120-8.1.6.1 Thick Lift Requirements: The Contractor may elect to place material in thicker lifts of no more than 12 inches compacted thickness above the Soil Envelope if the embankment material is classified as Group 1 in the table below. If the embankment material is classified as Group 2 in the table below and the Contractor chooses to place material in thicker lifts of no more than 12 inches compacted thickness above the soil envelope, then the Contractor must demonstrate with a successful test section that density can be achieved. Thick lift around structures is only allowed above the soil envelope of the connecting pipe. Notify the Engineer in writing prior to beginning construction of a test section. Construct a test section of the length of one LOT. Perform five quality control tests at random locations within the test section. All five tests must meet the density required by 120-9.2. Identify the test section with the compaction effort and soil classification in the project's records. In case of a change in compaction effort or soil classification, construct a new test section. When a test fails the requirements of 120-9.2, construct a new test section. The Contractor may elect to place material in 6 inches compacted thickness at any time.

Table 120-2

Group	AASHTO Soil Class	Maximum Lift Thickness		Thick Lift Control Test Section Requirements	
		Within Cover Zone	Above Soil Envelope	Within Cover Zone	Above Soil Envelope
1	A-3 A-2-4 (No. 200 Sieve ≤ 15%)	6 inches	12 inches	N/A	Not Needed
2	A-1 A-2-4 (No. 200 Sieve > 15%) A-2-5, A-2-6, A-2-7, A-4, A-5, A-6 A-7 (Liquid Limit < 50)	6 inches without control test section		N/A	Maximum of 12 inches per 120-7.2.1.2

120-8.2 Additional Requirements for Structures Other than Pipe:

120-8.2.1 Density: Where the backfill material is deposited in water, obtain a 12 inch layer of comparatively dry material, thoroughly compacted by tamping, before the Engineer verifies layer and density requirements. Meet the requirements of the density Acceptance Criteria.

120-8.2.2 Box Culverts: For box culverts over which pavement is to be constructed, compact around the structure to an elevation not less than 12 inches above the top of the structure, using rapid-striking mechanical tampers.

120-8.2.3 Other Limited Areas: Compact in other limited areas using mechanical tampers or approved hand tampers, until the cover over the structure is at least 12 inches thick. When hand tampers are used, deposit the materials in layers not more than 4 inches thick using hand tampers suitable for this purpose with a face area of not more than 100 in^2. Take special precautions to prevent any wedging action against the masonry, and step or terrace the slope bounding the excavation for abutments and wingwalls if required by the Engineer.

120-8.2.4 Culverts and Piers: Backfill around culverts and piers on both sides simultaneously to approximately the same elevation.

120-8.2.5 Compaction Under Wet Conditions: Where wet conditions do not permit the use of mechanical tampers, compact using hand tampers. Use only A-3 material for the hand tamped portions of the backfill. When the backfill has reached an elevation and condition such as to make the use of the mechanical tampers practical, perform mechanical tamping in such manner and to such extent as to transfer the compaction force into the sections previously tamped by hand.

120-8.3 Additional Requirements for Pipe Greater than 12 Inches Inside Diameter:

120-8.3.1 General: Trenches for pipe may have up to four zones that must be backfilled.

Lowest Zone: The lowest zone is backfilled for deep undercuts up to within 4 inches of the bottom of the pipe.

Bedding Zone: The zone above the Lowest Zone is the Bedding Zone. Usually, it will be the backfill which is the 4 inches of soil below the bottom of the pipe. When rock or other hard material has been removed to place the pipe, the Bedding Zone will be the 12 inches of soil below the bottom of the pipe.

Cover Zone: The next zone is the backfill that is placed after the pipe has been laid and will be called the Cover Zone. This zone extends to 12 inches above the top of the pipe. The Cover Zone and the Bedding Zone are considered the Soil Envelope for the pipe.

Top Zone: The Top Zone extends from 12 inches above the top of the pipe to the top of embankment.

120-8.3.2 Material:

120-8.3.2.1 Lowest Zone: Backfill areas undercut below the Bedding Zone of a pipe with coarse sand, or other suitable granular material, obtained from the grading operations on the project, or a commercial material if no suitable material is available.

120-8.3.2.2 Soil Envelope: In both the Bedding Zone and the Cover Zone of the pipe, backfill with materials classified as A-1, A-2, or A-3. Material classified as A-4 may be used if the pipe is concrete pipe.

120-8.3.2.3 Top Zone: Backfill the area of the trench above the soil envelope of the pipe with materials allowed on Standard Plans, Index 120-001.

120-8.3.3 Compaction:

120-8.3.3.1 Lowest Zone: Compact the soil in the Lowest Zone to approximately match the density of the soil in which the trench was cut.

120-8.3.3.2 Bedding Zone: If the trench was not undercut below the bottom of the pipe, loosen the soil in the bottom of the trench immediately below the approximate middle third of the outside diameter of the pipe.

If the trench was undercut, place the bedding material and leave it in a loose condition below the middle third of the outside diameter of the pipe. Compact the outer portions to meet the density requirements of the Acceptance Criteria. Place the material in lifts no greater than 6 inches (compacted thickness).

120-8.3.3.3 Cover Zone: Place the material in 6 inches layers (compacted thickness), evenly deposited on both sides of the pipe, and compact with mechanical tampers suitable for this purpose. Hand tamp material below the pipe haunch that cannot be reached by mechanical tampers. Meet the requirements of the density Acceptance Criteria.

120-8.3.3.4 Top Zone: Place the material in layers not to exceed 12 inches in compacted thickness. Meet the requirements of the density acceptance criteria.

120-8.3.4 Backfill Under Wet Conditions: Where wet conditions are such that dewatering by normal pumping methods would not be effective, the procedure outlined below may be used when specifically authorized by the Engineer in writing.

The Engineer may permit the use of granular material below the elevation at which mechanical tampers would be effective, but only material classified as A-3. Place and compact the material using timbers or hand tampers until the backfill reaches an elevation such that its moisture content will permit the use of mechanical tampers. When the backfill has reached such elevation, use normally acceptable backfill material. Compact the material using mechanical tampers in such manner and to such extent as to transfer the compacting force into the material previously tamped by hand.

The Engineer may permit the use of coarse aggregate below the elevation at which mechanical tampers would be effective. Use coarse aggregate from approved sources for Aggregate Size Number 89, 8, 78, 7, 68, 6, or 57. Place the coarse aggregate such that it will be stable and firm. Fully wrap the aggregate with a layer of Type D4 geosynthetic as specified by the Engineer. Do not place coarse aggregate within 4 feet of the ends of the trench or ditch. Use normally accepted backfill material at the ends.

120-9 Compaction Requirements.

120-9.1 Moisture Content: Compact the materials at a moisture content such that the specified density can be attained. If necessary, add water to the material, or lower the moisture content by manipulating the material or allowing it to dry, as is appropriate, to attain the specified density.

120-9.2 Compaction of Embankments:

120-9.2.1 Earthwork Category 1 and 2 Density Requirements: The Engineer will accept a minimum density of 95% of the maximum density as determined by FM 1-T099 for all earthwork items requiring densities.

120-9.2.2 Earthwork Category 3 Density Requirements: The Engineer will accept a minimum of 100% of the maximum density as determined by FM 1-T099 for all densities required under category 3. Except for embankments constructed by the hydraulic method as specified in 120-7.3, and for the material placed outside the standard minimum slope as specified in 120-7.2.4, and for other areas specifically excluded herein, compact each layer of the material used in the formation of embankments to the required density stated above. Uniformly compact each layer using equipment that will achieve the required density, and as compaction operations progress, shape and manipulate each layer as necessary to ensure uniform density throughout the embankment.

120-9.2.3 Compaction Over Unstable Foundations: Where the embankment material is deposited in water or on low swampy ground, and in a layer thicker than 12 inches (as provided in 120-7.2.2), compact the top 6 inches (compacted thickness) of such layer to the density as specified in 120-10.5.

120-9.2.4 Compaction Where Plastic Material Has Been Removed: Where unsuitable material is removed and the remaining surface is of soil classifications A-4, A-5, A-6, or A-7 per AASHTO M145, as determined by the Engineer, compact the surface of the excavated area by rolling with a sheepsfoot roller exerting a compression of at least 250 psi on the tamper feet, for the full width of the roadbed (subgrade and shoulders). Perform rolling

before beginning any backfill and continue until the roller feet do not penetrate the surface more than 1 inch. Do not perform such rolling where the remaining surface is below the normal water table and covered with water. Vary the procedure and equipment required for this operation at the discretion of the Engineer.

120-9.2.5 Compaction for Pipes, Culverts, etc.: Compact the backfill of trenches to the densities specified for embankment or subgrade, as applicable, and in accordance with the requirements of this section.

Thoroughly compact embankments over and around pipes, culverts, and bridges in a manner which will not place undue stress on the structures, and in accordance with the requirements of this section.

120-9.2.6 Compaction of Grassed Shoulder Areas: For the upper 6-inch layer of all shoulders which are to be grassed, since no specific density is required, compact only to the extent needed for planting.

120-9.2.7 Compaction of Grassed Embankment Areas: For the outer layer of all embankments where plant growth will be established, do not compact. Leave this layer in a loose condition to a minimum depth of 6 inches for the subsequent seeding or planting operations.

120-9.3 Compaction of Subgrade: If the plans do not provide for stabilizing, compact the subgrade in both cuts and fills to the density specified in 120-10.5. For cut areas, determine Standard Proctor Maximum Density in accordance with FM 1-T099 at a frequency of one per mile or when there is a change in soil type, whichever occurs first. For undisturbed soils, do not apply density requirements where constructing paved shoulders is 5 feet or less in width.

Where trenches for widening strips are not of sufficient width to permit the use of standard compaction equipment, perform compaction using vibratory rollers, trench rollers, or other type compaction equipment approved by the Engineer.

Maintain the required density until the base or pavement is placed on the subgrade.

120-10 Acceptance Program.

120-10.1 Density over 105%: When a computed dry density results in a value greater than 105% of the applicable Proctor maximum dry density, the Engineer will perform a second density test within 5 feet. If the second density results in a value greater than 105%, investigate the compaction methods, examine the applicable Maximum Density and material description. If necessary, the Engineer will test an additional sample for acceptance in accordance with FM 1-T099.

120-10.2 Maximum Density Determination: The Engineer will determine the maximum density and optimum moisture content by sampling and testing the material in accordance with the specified test method listed in 120-10.3.

120-10.3 Density Testing Requirements: Compliance with the requirements of 120-10.5 will be determined in accordance FM 1-T310. The in-place moisture content will be determined for each density in accordance with FM 5-507 (Determination of Moisture Content by Means of a Calcium Carbide Gas Pressure Moisture Tester), or ASTM D 4643 (Laboratory Determination of Moisture Content of Granular Soils by Use of a Microwave Oven).

120-10.4 Soil Classification and Organic Content: The Engineer will perform soil classification tests in accordance with AASHTO T88, T89, T90, and FM 1-T267. The Engineer will classify soils in accordance with AASHTO M-145 in order to determine compliance with

embankment utilization requirements. The Engineer will verify the organic content test with the criteria specified in Standard Plans, Index 120-001.

120-10.5 Acceptance Criteria: The Engineer will accept a minimum density in accordance with 120-9.2 with the following exceptions:

1) embankment constructed by the hydraulic method as specified in 120-7.3;
2) material placed outside the standard minimum slope as specified in 120-7.2.4;
3) other areas specifically excluded herein.

120-10.6 Frequency: The Engineer will conduct sampling and testing at a minimum frequency listed in the table below.

Test Name	Frequency
Proctor Maximum Density	One per soil type
Density	1 per LOT
Soil Classification and Organic Content	One per Maximum Density

120-11 Maintenance and Protection of Work.

While construction is in progress, always maintain adequate drainage for the roadbed. Maintain a shoulder at least 3 feet wide adjacent to all pavement or base construction to provide support for the edges.

Maintain and protect all earthwork construction throughout the life of the Contract and take all reasonable precautions to prevent loss of material from the roadway due to the action of wind or water. Repair any slides, washouts, settlement, subsidence, or other mishap which may occur prior to final acceptance of the work. Maintain all channels excavated as a part of the Contract work against natural shoaling or other encroachments to the lines and grades shown in the Plans, until final acceptance of the project.

120-12 Construction.

120-12.1 Construction Tolerances: Shape the surface of the earthwork to conform to the lines and grades shown in the Plans. In final shaping of the surface of earthwork, maintain a tolerance of 0.3 foot above or below the finished graded surface with the following exceptions:

1. Shape the surface of shoulders to within 0.1 foot of the finished graded surface.
2. Shape the earthwork to match adjacent pavement, curb, sidewalk, structures, etc.
3. Shape the bottom of ditches so that the ditch impounds no water.
4. When the work does not include construction of base or pavement, shape the entire roadbed (shoulder point to shoulder point) to within 0.1 foot above or below the Plan finished graded surface.

Ensure that the shoulder lines do not vary horizontally more than 0.3 foot from the true lines shown in the Plans.

120-12.2 Operations Adjacent to Pavement: Carefully dress areas adjacent to pavement areas to avoid damage to such pavement. Complete grassing of shoulder areas prior to placing the final wearing course. Do not manipulate any embankment material on a pavement surface.

When shoulder dressing is underway adjacent to a pavement lane being used to maintain traffic, exercise extreme care to avoid interference with the safe movement of traffic.

120-13 Method of Measurement.

120-13.1 Excavation: Excavation will be paid for by volume, in cubic yards, calculated by the method of average end areas, unless the Engineer determines that another method of calculation will provide a more accurate result. The material will be measured in its original position by field survey or by photogrammetric means as designated by the Engineer. Measurement for payment will include the excavation of unsuitable material, lateral ditch excavation, channel excavation, and excavation for structures and pipe. Payment will not be made for excavation or embankment beyond the limits shown in the plans or authorized by the Engineer.

120-13.2 Embankment: Measurement will be made on a loose volume basis, as measured in trucks or other hauling equipment at the point of dumping on the road. Payment will not be made for embankment beyond the limits shown in the plans or authorized by the Engineer.

120-14 Basis of Payment.

120-14.1 General: Prices and payments for the work items included in this Section will be full compensation for all work described herein, including excavating, dredging, pumping, hauling, placing, and compacting; dressing the surface of the earthwork; and maintaining and protecting the complete earthwork.

120-14.2 Excavation: The total quantity of all excavation specified under this Section will be paid for at the Contract unit price for Excavation. No payment will be made for the excavation of any materials which are used for purposes other than those shown in the plans or designated by the Engineer. No payment will be made for materials excavated outside the lines and grades given by the Engineer, unless specifically authorized by the Engineer.

120-14.3 Embankment: The total quantity of embankment specified in this Section will be paid for at the Contract unit price for embankment. No payment will be made for materials which are used for purposes other than those shown in the plans or designated by the Engineer. No payment will be made for materials placed outside the lines and grades given by the Engineer.

344 CONCRETE FOR LOCAL AGENCY PROGRAM (LAP) (CLASS - D). (REV 1-29-25) (FA 7-2-21) (FY 2025-26)

SECTION 344 is deleted and the following substituted:

SECTION 344
CONCRETE FOR LAP (OFF-SYSTEM)

344-1 Description.

344-1.1 General: Construct concrete structures and other concrete members, based on the type of work as described in the Contract Documents and the concrete work categories as defined below.

344-1.2 Work Categories: Construction will fall into one of the following concrete work categories:

344-1.2.1 Concrete Work Category 1: Includes the construction of cast-in-place nonstructural concrete; including sidewalks, curb and gutter, ditch and slope pavement, or other non-reinforced cast-in-place elements.

344-1.2.2 Concrete Work Category 2: Includes the construction of precast and prestressed concrete products.

344-1.2.2.1 Precast Concrete Drainage Structures and Box Culverts: Includes but are not manholes, junction boxes, endwalls, pipe culverts limited to reinforced and non-reinforced concrete pipes, french drains, underdrains, inlets, storm sewers, and box culverts.

344-1.2.2.1 Incidental Precast/Prestressed Concrete Products: Includes the fabrication, storage, transportation, and erection of prestressed concrete poles, concrete bases for light poles, highway sign foundations, retaining wall systems, traffic separators, sound barriers or other structural precast elements.

344-1.2.3 Concrete Work Category 3: Includes the work associated with the placement and/or construction of structural cast-in-place concrete meeting the requirements of this section.

344-2 Materials.

344-2.1 General: Use concrete composed of a mixture of portland or blended cement, aggregates, and water, with or without chemical admixtures or supplementary cementitious materials. Deliver concrete to placement site in a freshly mixed, unhardened state. Ensure concrete is placed and cured in a manner that ensures the strength and durability of the concrete are maintained. Ensure all materials used in concrete are free from deleterious materials. Meet the following requirements:

344-2.1.1 Portland Cement: Use portland cement meeting the requirements of AASHTO M 85 or ASTM C150. Do not comingle cement of different types or from different sources.

344-2.1.2 Blended Cement: Use blended cement meeting the requirements of AASHTO M 240 or ASTM C595. Store different brands of cement, cement of the same brand from different facilities, or different types of cement separately.

344-2.1. 3 Coarse and Fine Aggregates: Use aggregates meeting the requirements of ASTM C33.

344-2.1.4 Water: Use water meeting the requirements of ASTM C1602.

344-2.1.5 Chemical Admixtures: Use chemical admixtures meeting the requirements of ASTM C494 and ASTM C260. Add admixtures at the dosage rates recommended by the manufacturer.

344-2.1.6 Supplementary Cementitious Materials: Use supplementary cementitious materials meeting the requirements of ASTM C618 and ASTM C989, as applicable. Do not use coal ash derived from the burning of municipal garbage or other refuse.

344-3 Production, Mixing and Delivery of Concrete.

344-3.1 Concrete Production Requirements:

344-3.1.1 Concrete Work Category 1: Use a concrete production facility that is certified by the National Ready Mixed Concrete Association (NRMCA) or listed on the FDOT's Non-Structural Concrete Production Facility Listing with an Accepted QC Plan. Concrete production facilities listed on the FDOT Structural Concrete Production Facility Listing with an Accepted QC Plan may also be used for Category 1.

344-3.1.2 Concrete Work Category 2: Obtain precast concrete products from plants with an approved by National Cert Program or that are currently on the FDOT's Concrete Production Facility Listing with an Accepted QC Plan for the types of products that they are producing.

344-3.1.3 Concrete Work Category 3: Use a concrete production facility that is certified by the National Ready Mixed Concrete Association (NRMCA) or listed on the FDOT's Structural Concrete Production Facility Listing with an Accepted QC Plan.

344-3.2 Classes of Concrete: Meet the requirements of Table 344-1.

Table 344-1 Concrete Class Requirements[10]				
Class of Concrete	28-day Specified Minimum Compressive Strength (f'c) (psi)	Maximum Water to Cementitious Materials Ratio (pounds per pounds)	Minimum Total Cementitious Materials Content (lb/yd^3)	Target Slump Value (inches)[9]
Category 1				
Class NS[8]	2,500	N/A	N/A	N/A
Category 3				
I (Seal)	3,000	0.53	470[6]	8
I (Pavement)[4] [11]	3,000	0.50	470[6]	1.5 or 3
II[2]	3,400	0.53	470	3[1]
II (Bridge Deck)	4,500	0.44	600[5]	3[1]
III	5,000	0.44	600[5] [7]	3[1]
III (Seal)	3,000	0.53	600[5]	8
IV	5,500	0.41[3]	600[5]	3[1]
IV (Drilled Shaft)	4,000	0.41	600[5]	8.5
V (Special)	6,000	0.37[3]	600[5]	3[1]
V	6,500	0.37[3]	600[5]	3[1]
VI	8,500	0.37[3]	600[5]	3[1]
VII	10,000	0.37[3]	600[5]	3[1]

Notes:
(1) For increased slump concrete, flowing concrete, SCC and slip form concrete meet the requirements of 346-3.1.
(2) For precast three-sided culverts, box culverts, endwalls, inlets, manholes and junction boxes, the target slump value and air content will not apply. The maximum allowable slump is 6 inches, except as noted in (2). The Contractor is permitted to use concrete meeting the requirements of ASTM C478 (4,000 psi) in lieu of the specified Class II concrete for precast endwalls, inlets, manholes and junction boxes.
(3) When silica fume or metakaolin is required, the maximum water to cementitious material ratio will be 0.35. When ultrafine fly ash is used, the maximum water to cementitious material ratio will be 0.30.
(4) If 28-day strength is 2,500 or greater, concrete may be accepted if 28-day compressive strength is reached by 56 days.
(5) The minimum total amount of cementitious materials content of 600 pounds per cubic yard is required for extremely aggressive environment. For moderately and slightly aggressive environments, the required amounts are 550 pounds per cubic yard and 510 pounds per cubic yard, respectively.
(6) Request the use of concrete mixes with a lower amount of total cementitious materials content at the Contractor's option. The mix design must meet the requirements of Section 9.2 Volume II of the Materials Manual.
(7) When precast three-sided culverts, box culverts, endwalls, inlets, manholes or junction boxes require a Class III concrete, minimum cementitious materials content may be reduced to 470 pounds per cubic yard.
(8) Recycled Asphalt Pavement (RAP) may replace up to 20% of the total aggregate in the design mix. Use RAP from a Department approved stockpile.
(9) Tolerance for slump is ± 1.5 inches.
(10) The required air content for all classes of concrete is less than or equal to 6.0%.
(11) For Class I (Pavement), air content testing is not required.

344-3.3 Contractors Quality Control: , Assume full responsibility for controlling all operations and processes such that the requirements of these Specifications are always met.

For Concrete Work Category 3, furnish a Quality Control (QC) plan to identify to the Engineer how quality will be ensured at the project site. During random inspections, the Engineer will use this document to verify that the construction of the project agrees with the QC plan.

344-3.4 Concrete Mix Design: Before producing any concrete, submit the proposed mix designs to the Engineer for approval. Materials amounts may be adjusted provided that the theoretical yield requirement of the approved mix design is met. Show all required mix data and batch adjustments on an Engineer approved concrete delivery ticket.

344-3.5 Delivery: For concrete for Concrete Work Category 3, the maximum allowable transit time of concrete is 90 minutes. With the Engineer's approval, the transit time may be extended.

Furnish a delivery ticket on a form approved by the Engineer with each batch of concrete before discharging at the placement site. Record material quantities incorporated into the mix on the delivery ticket. Ensure that the Batcher responsible for producing the concrete signs the delivery ticket certifying that the batch was produced and delivered in accordance with these requirements. Sign the delivery ticket certifying that the concrete was placed in accordance with these requirements.

344-3.6 Placing Concrete:

344-3.6.1 Concreting in Cold Weather: Do not mix or place concrete when the air temperature at placement is below 40°F.

During the curing period, if the National Oceanic and Atmospheric Administration (NOAA) predicts the ambient temperature to fall below 35°F for 12 hours or more or to fall below 30°F for more than 4 hours, enclose the structure in such a way that the air temperature within the enclosure can be kept above 50°F for a period of 3 days after placing the concrete or until the concrete reaches a minimum compressive strength of 1,500 psi.

Assume all risks connected with the placing and curing of concrete. Although the Engineer may give permission to place concrete, the Contractor is responsible for satisfactory results. If the placed concrete is determined to be unsatisfactory, remove, dispose of, and replace the concrete at no expense to the Agency.

344-3.6.2 Concreting in Hot Weather: Hot weather concreting is defined as the production, placing and curing of concrete when the concrete temperature at placing exceeds 86ºF but is less than 100ºF. Unless the specified hot weather concreting measures are in effect, reject concrete exceeding 85ºF at the time of placement. Regardless of special measures taken, reject concrete exceeding 100ºF.

Spray reinforcing bars and metal forms with cool fresh water just prior to placing the concrete in a method approved by the Engineer.

Assume all risks associated with the placing and curing of concrete. Although the Engineer may give permission to place concrete, the Contractor is responsible for satisfactory results. If the placed concrete is determined to be unsatisfactory, remove, dispose of, and replace the concrete at no expense to the Agency.

344-3.7 Mixers: Operate all concrete mixers at speeds and volumes per the manufacturer's design or recommendation as stipulated on the mixer rating plate. Produce a completely uniform mixed concrete in a truck mixer for a minimum of 70 revolutions at the mixing speed designated by the truck manufacturer.

When Volumetric Mixers are used, for concrete for Concrete Work Category 1, deliver concrete in accordance with the Volumetric Mixer Standards of the Volumetric Mixer Manufacturers Bureau (VMMB) VMMB 100-01.

344-3.8 Small Quantities of Concrete: For Concrete Work Category 1, with approval of the Engineer, small quantities of concrete, less than 3 cubic yards placed in one day and less than 0.5 cubic yards placed in a single placement may be accepted using a pre-bagged mixture.

344-3.9 Sampling and Testing:
Perform concrete sampling and testing in accordance with the following methods:

Table 344-2
Concrete Sampling and Testing Methods

Description	Method
Slump of Hydraulic Cement Concrete	ASTM C143
Air Content of Freshly Mixed Concrete by the Pressure Method	ASTM C231
Air Content of Freshly Mixed Concrete by the Volumetric Method	ASTM C173
Making and Curing Test Specimens in the Field	ASTM C31
Compressive Strength of Cylindrical Concrete Specimens	ASTM C39
Obtaining and Testing Drilled Core and Sawed Beams of Concrete	ASTM C42
Initial Sampling of Concrete from Revolving Drum Truck Mixers or Agitators	FM 5-501
Low Levels of Chloride in Concrete and Raw Materials	FM 5-516
Density (Unit Weight), Yield and Air Content (Gravimetric) of Concrete	ASTM C138
Temperature of Freshly Mixed Portland Cement Concrete	ASTM C1064
Sampling Freshly Mixed Concrete (1)	ASTM C172
Concrete Resistivity as an Electrical Indicator of its Permeability	AASHTO T 358

Notes:
(1) Take the test sample from the middle portion of the batch in lieu of collecting and compositing samples from two or more portions, as described in ASTM C172.

344-3.9.1 Concrete for Concrete Work Category 1: The Engineer may sample and test the concrete to verify its quality. The minimum 28-day compressive strength requirement for this concrete is 2,500 psi.

344-3.9.2: Concrete for Concrete Work Category 2: No sampling and testing is required by the Engineer for Category 2.

344-3.9.3 Concrete for Concrete Work Category 3: The Engineer will randomly select a sample from each LOT to determine its plastic properties and to make a minimum of three 4 x 8-inch cylinders for testing by the Engineer at 28 days to ensure that the designed compressive strength has been met for the class of concrete as specified in Table 344-1. A LOT is defined as the concrete placement of 200 cubic yards or one day's production, whichever is less.

344-4 Acceptance of the Work.

344-4.1 Concrete Work Category 1: Concrete will be accepted based on certification by the batcher and contractor on the delivery ticket.

344-4.2 Concrete Work Category 2: Certify that the precast elements were produced by production facilities that are currently on the FDOT's Concrete Production Facility Listing, with an Approved QC Plan, for the types of products that they are producing. In addition, the producer's logo shall be stamped on the element. The producer shall not use the Florida Department of Transportation QC stamp on elements used on this project. Provide a statement of certification from the manufacturer of the precast element that the element meets the requirements of this Specification.

344-4.3 Concrete Work Category 3: Concrete will be accepted based on certification by the batcher and contractor on the delivery ticket as described in 344-3.5 and the Engineer's test

results for plastic properties and compressive strength requirements for the class of concrete as defined in Table 344-2.

344-5 Method of Measurement.

The quantities to be paid for will be the items shown in the plans, completed and accepted.

344-6 Basis of Payment.

Prices and payments will be full compensation for all work and materials specified in this Section.

SCOPE OF WORK – INTENT OF CONTRACT.
(REV 10-25-21) (FA 1-26-22) (FY 2025-26)

ARTICLE 4-1 is expanded by the following:

The Improvements under this Contract consist of Old St. Augustine Rd Sidewalk Project.

LEGAL REQUIREMENTS AND RESPONSIBILITY TO THE PUBLIC – LAWS TO BE OBSERVED - COMPLIANCE WITH FEDERAL ENDANGERED SPECIES ACT AND OTHER WILDLIFE REGULATIONS (BEAR).
(REV 6-6-17) (FA 6-13-17) (FY 2025-26)

SUBARTICLE 7-1.4 is expanded by the following:

The Department has determined that Florida black bears (*Ursus americanus floridanus*) occur in the project area. Unless stored overnight in a sealed, manufacturer-labeled bear-resistant container or in a locked metal container, remove garbage and food debris from the construction site daily to eliminate possible sources of food that could encourage and attract bears. Human bear conflicts are to be reported to the FWC Hotline at 1-888-404-3922.

LEGAL REQUIREMENTS AND RESPONSIBILITY TO THE PUBLIC – LAWS TO BE OBSERVED - COMPLIANCE WITH FEDERAL ENDANGERED SPECIES ACT AND OTHER WILDLIFE REGULATIONS (GOPHER TORTOISE).
(REV 6-15-17) (FA 6-20-17) (FY 2025-26)

SUBARTICLE 7-1.4 is expanded by the following:

Certain gopher tortoise (*Gopherus Polyphemus*) burrows are to remain within the project area, as shown in the Plans, and must be protected. Avoid ground disturbing impacts within a 25 foot radius of each burrow. Install and maintain silt fence in accordance with Section 104 as a means of burrow avoidance, ensuring that it opens towards the offsite project limits, does not herd tortoises toward an obstacle, and that burrows are not fully encircled. Install fence prior to any other construction activity. Replace fence in the same location as the original fence. Remove fence upon completion of construction.

Silt fence intended for burrow avoidance may also be used as silt fence for erosion control but shall not be considered as the only silt fence needed for erosion control purposes within the project limits.

Follow the gopher tortoise species requirements posted in the URL address in 7-1.4 when gopher tortoises are observed or previously unidentified burrows are discovered.

LEGAL REQUIREMENTS AND RESPONSIBILITY TO THE PUBLIC –LAWS TO BE OBSERVED - COMPLIANCE WITH FEDERAL ENDANGERED SPECIES ACT AND OTHER WILDLIFE REGULATIONS (INDIGO SNAKE).

(REV 5-25-17) (FA 6-13-17) (FY 2025-26)

SUBARTICLE 7-1.4 is expanded by the following:

The Department has determined that eastern indigo snake (*Drymarchon corais couperi*) habitat exists in the project limits. Implement the Standard Protection Measures for the Eastern Indigo Snake published by the US Fish and Wildlife Service which are available at: Eastern Indigo Snake Conservation | U.S. Fish & Wildlife Service (fws.gov).

THIS COMPLETES THIS SPECIFICATIONS PACKAGE

FHWA-1273 – Revised June 25, 2026

**CONTRACT PROVISIONS FOR
FEDERAL-AID CONSTRUCTION CONTRACTS**

I. General
II. Nondiscrimination
III. Davis-Bacon and Related Act Provisions
IV. Contract Work Hours and Safety Standards Act Provisions
V. Subletting or Assigning the Contract
VI. Safety: Accident Prevention
VII. False Statements Concerning Highway Projects
VIII. Implementation of Clean Air Act and Federal Water Pollution Control Act
IX. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
X. Certification Regarding Use of Contract Funds for Lobbying
XI. Use of United States-Flag Vessels

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only).

I. GENERAL

1. Historically, contracting agencies using Federal-aid highway funds were required to ensure Form FHWA-1273 was physically incorporated into all contracts and subcontracts. Effective June 10, 2026, this requirement was eliminated [91 FR 25492]. Future use of Form FHWA-1273 is now optional on the part of the contracting agency using Federal-aid highway funds. FHWA continues to make Form FHWA-1273 available as a convenience to contracting agencies. Contracting agencies must continue to ensure compliance with the provisions cited in Form FHWA-1273 in accordance with the provisions regardless of the use of Form FHWA-1273. Accordingly, the contracting agency retains the authority to determine whether the contractor must use Form FHWA-1273 to physically incorporate required contract provisions in each subcontract and in lower tier contracts. Where permitted by the contracting agency, the contractor may choose other ways to include required contract provisions in each subcontract, besides incorporating Form FHWA-1273. Contract provisions in Form FHWA-1273 are not required to be physically included in subcontracts for design services on Federal-aid design-build contracts, or in purchase orders, rental agreements and other agreements for supplies or services.

The applicable provisions of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor or design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in solicitation-for-bids or request-for-proposals documents.

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. 23 U.S.C. 114(b). The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors. 23 U.S.C. 101(a).

II. NONDISCRIMINATION

The contractor and all subcontractors must comply with the following policies: 29 CFR Parts 1625-1627, 23 U.S.C. 140, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27, including any amendments thereto.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with 29 CFR Parts 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with 23 U.S.C. 140, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27, including any amendments thereto.

The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR Part 35 and 29 CFR Part 1630 are incorporated by reference in this contract.

1. Assurances Required:

a. The requirements of 49 CFR Part 26, including any amendments thereto, and the State DOT's FHWA-approved Disadvantaged Business Enterprise (DBE) program are incorporated by reference.

b. The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26, including any amendments thereto, in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

(1) Withholding monthly progress payments;
(2) Assessing sanctions;
(3) Liquidated damages; and/or
(4) Disqualifying the contractor from future bidding as non-responsible.

c. The Title VI and nondiscrimination provisions of U.S. DOT Order 1050.2A at Appendixes A and E, including any amendments thereto, are incorporated by reference. 49 CFR Part 21.

III. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding $2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size), in accordance with 29 CFR 5.5. The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. 23 U.S.C. 113. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. 23 U.S.C. 101. Where applicable law requires that projects be treated as a project on a Federal-aid highway, the provisions of this subpart will apply regardless of the location of the project. Examples include: Surface Transportation Block Grant Program projects funded under 23 U.S.C. 133 [excluding recreational trails projects], the Nationally Significant Freight and Highway Projects funded under 23 U.S.C. 117, and National Highway Freight Program projects funded under 23 U.S.C. 167.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 “Contract provisions and related matters” with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

1. Minimum wages (29 CFR 5.5)

a. *Wage rates and fringe benefits.* All laborers and mechanics employed or working upon the site of the work (or otherwise working in construction or development of the project under a development statute), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of basic hourly wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. As provided in paragraphs (d) and (e) of 29 CFR 5.5, the appropriate wage determinations are effective by operation of law even if they have not been attached to the contract. Contributions made or costs reasonably anticipated for bona fide fringe benefits under the Davis-Bacon Act (40 U.S.C. 3141(2)(B)) on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.e. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics must be paid the appropriate wage rate and fringe benefits on the wage determination for the classification(s) of work actually performed, without regard to skill, except as provided in paragraph 4. of this section. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided,* That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph 1.c. of this section) and the Davis-Bacon poster (WH–1321) must be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. *Frequently recurring classifications.* (1) In addition to wage and fringe benefit rates that have been determined to be prevailing under the procedures set forth in 29 CFR part 1, a wage determination may contain, pursuant to § 1.3(f), wage and fringe benefit rates for classifications of laborers and mechanics for which conformance requests are regularly submitted pursuant to paragraph 1.c. of this section, provided that:

(i) The work performed by the classification is not performed by a classification in the wage determination for which a prevailing wage rate has been determined;

(ii) The classification is used in the area by the construction industry; and

(iii) The wage rate for the classification bears a reasonable relationship to the prevailing wage rates contained in the wage determination.

(2) The Administrator will establish wage rates for such classifications in accordance with paragraph 1.c.(1)(iii) of this section. Work performed in such a classification must be paid at no less than the wage and fringe benefit rate listed on the wage determination for such classification.

c. *Conformance.* (1) The contracting officer must require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract be classified in conformance with the wage determination. Conformance of an additional classification and wage rate and fringe benefits is appropriate only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is used in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) The conformance process may not be used to split, subdivide, or otherwise avoid application of classifications listed in the wage determination.

(3) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the

classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken will be sent by the contracting officer by email to DBAconformance@dol.gov. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30–day period that additional time is necessary.

(4) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer will, by email to DBAconformance@dol.gov, refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30–day period that additional time is necessary.

(5) The contracting officer must promptly notify the contractor of the action taken by the Wage and Hour Division under paragraphs 1.c.(3) and (4) of this section. The contractor must furnish a written copy of such determination to each affected worker or it must be posted as a part of the wage determination. The wage rate (including fringe benefits where appropriate) determined pursuant to paragraph 1.c.(3) or (4) of this section must be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

d. *Fringe benefits not expressed as an hourly rate.* Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor may either pay the benefit as stated in the wage determination or may pay another bona fide fringe benefit or an hourly cash equivalent thereof.

e. *Unfunded plans.* If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, *Provided,* That the Secretary of Labor has found, upon the written request of the contractor, in accordance with the criteria set forth in § 5.28, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

f. *Interest.* In the event of a failure to pay all or part of the wages required by the contract, the contractor will be required to pay interest on any underpayment of wages.

2. Withholding (29 CFR 5.5)

a. *Withholding requirements.* The contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for the full amount of wages and monetary relief, including interest, required by the clauses set forth in this section for violations of this contract, or to satisfy any such liabilities required by any other Federal contract, or federally assisted contract subject to Davis-Bacon labor standards, that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to Davis-Bacon labor standards requirements and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld. In the event of a contractor's failure to pay any laborer or mechanic, including any apprentice or helper working on the site of the work all or part of the wages required by the contract, or upon the contractor's failure to submit the required records as discussed in paragraph 3.d. of this section, the contracting agency may on its own initiative and after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with paragraph 2.a. of this section or Section IV, paragraph 3.a., or both, over claims to those funds by:

(1) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;

(2) A contracting agency for its reprocurement costs;

(3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;

(4) A contractor's assignee(s);

(5) A contractor's successor(s); or

(6) A claim asserted under the Prompt Payment Act, 31 U.S.C. 3901–3907.

3. Records and certified payrolls (29 CFR 5.5)

a. *Basic record requirements* (1) *Length of record retention.* All regular payrolls and other basic records must be maintained by the contractor and any subcontractor during the course of the work and preserved for all laborers and mechanics working at the site of the work (or otherwise working in construction or development of the project under a development statute) for a period of at least 3 years after all the work on the prime contract is completed.

(2) *Information required.* Such records must contain the name; Social Security number; last known address, telephone number, and email address of each such worker; each worker's correct classification(s) of work actually performed; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in 40 U.S.C. 3141(2)(B) of the Davis-Bacon Act); daily and weekly number

of hours actually worked in total and on each covered contract; deductions made; and actual wages paid.

(3) *Additional records relating to fringe benefits.* Whenever the Secretary of Labor has found under paragraph 1.e. of this section that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in 40 U.S.C. 3141(2)(B) of the Davis-Bacon Act, the contractor must maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

(4) *Additional records relating to apprenticeship.* Contractors with apprentices working under approved programs must maintain written evidence of the registration of apprenticeship programs, the registration of the apprentices, and the ratios and wage rates prescribed in the applicable programs.

b. *Certified payroll requirements* (1) *Frequency and method of submission.* The contractor or subcontractor must submit weekly, for each week in which any DBA- or Related Acts-covered work is performed, certified payrolls to the contracting agency. The prime contractor is responsible for the submission of all certified payrolls by all subcontractors. A contracting agency or prime contractor may permit or require contractors to submit certified payrolls through an electronic system, as long as the electronic system requires a legally valid electronic signature; the system allows the contractor, the contracting agency, and the Department of Labor to access the certified payrolls upon request for at least 3 years after the work on the prime contract has been completed; and the contracting agency or prime contractor permits other methods of submission in situations where the contractor is unable or limited in its ability to use or access the electronic system.

(2) *Information required.* The certified payrolls submitted must set out accurately and completely all of the information required to be maintained under paragraph 3.a.(2) of this section, except that full Social Security numbers and last known addresses, telephone numbers, and email addresses must not be included on weekly transmittals. Instead, the certified payrolls need only include an individually identifying number for each worker (*e.g.,* the last four digits of the worker's Social Security number). The required weekly certified payroll information may be submitted using Optional Form WH–347 or in any other format desired. Optional Form WH–347 is available for this purpose from the Wage and Hour Division website at *https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/wh347/.pdf* or its successor website. It is not a violation of this section for a prime contractor to require a subcontractor to provide full Social Security numbers and last known addresses, telephone numbers, and email addresses to the prime contractor for its own records, without weekly submission by the subcontractor to the contracting agency.

(3) *Statement of Compliance.* Each certified payroll submitted must be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor, or the contractor's or subcontractor's agent who pays or supervises the payment of the persons working on the contract, and must certify the following:

(i) That the certified payroll for the payroll period contains the information required to be provided under paragraph 3.b. of this section, the appropriate information and basic records are being maintained under paragraph 3.a. of this section, and such information and records are correct and complete;

(ii) That each laborer or mechanic (including each helper and apprentice) working on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR part 3; and

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification(s) of work actually performed, as specified in the applicable wage determination incorporated into the contract.

(4) *Use of Optional Form WH–347.* The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH–347 will satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(3) of this section.

(5) *Signature.* The signature by the contractor, subcontractor, or the contractor's or subcontractor's agent must be an original handwritten signature or a legally valid electronic signature.

(6) *Falsification.* The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under 18 U.S.C. 1001 and 31 U.S.C. 3729.

(7) *Length of certified payroll retention.* The contractor or subcontractor must preserve all certified payrolls during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

c. *Contracts, subcontracts, and related documents.* The contractor or subcontractor must maintain this contract or subcontract and related documents including, without limitation, bids, proposals, amendments, modifications, and extensions. The contractor or subcontractor must preserve these contracts, subcontracts, and related documents during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

d. *Required disclosures and access* (1) *Required record disclosures and access to workers.* The contractor or subcontractor must make the records required under paragraphs 3.a. through 3.c. of this section, and any other documents that the contracting agency, the State DOT, the FHWA, or the Department of Labor deems necessary to determine compliance with the labor standards provisions of any of the applicable statutes referenced by § 5.1, available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and must permit such representatives to interview workers during working hours on the job.

(2) *Sanctions for non-compliance with records and worker access requirements.* If the contractor or subcontractor fails to submit the required records or to make them available, or refuses to permit worker interviews during working hours on the job, the Federal agency may, after written notice to the contractor, sponsor, applicant, owner, or other entity, as the case may be, that maintains such records or that employs such workers, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available, or to permit worker interviews during working hours on the job, may be grounds for debarment action pursuant to § 5.12. In addition, any contractor or other person that fails to submit the required records or make those records available to WHD within the time WHD requests that the records be produced will be precluded from introducing as evidence in an administrative proceeding under 29 CFR part 6 any of the required records that were not provided or made available to WHD. WHD will take into consideration a reasonable request from the contractor or person for an extension of the time for submission of records. WHD will determine the reasonableness of the request and may consider, among other things, the location of the records and the volume of production.

(3) *Required information disclosures.* Contractors and subcontractors must maintain the full Social Security number and last known address, telephone number, and email address of each covered worker, and must provide them upon request to the contracting agency, the State DOT, the FHWA, the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or other compliance action.

4. Apprentices and equal employment opportunity (29 CFR 5.5)

a. *Apprentices* (1) *Rate of pay.* Apprentices will be permitted to work at less than the predetermined rate for the work they perform when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship (OA), or with a State Apprenticeship Agency recognized by the OA. A person who is not individually registered in the program, but who has been certified by the OA or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice, will be permitted to work at less than the predetermined rate for the work they perform in the first 90 days of probationary employment as an apprentice in such a program. In the event the OA or a State Apprenticeship Agency recognized by the OA withdraws approval of an apprenticeship program, the contractor will no longer be permitted to use apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(2) *Fringe benefits.* Apprentices must be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringe benefits must be paid in accordance with that determination.

(3) *Apprenticeship ratio.* The allowable ratio of apprentices to journeyworkers on the job site in any craft classification must not be greater than the ratio permitted to the contractor as to the entire work force under the registered program or the ratio applicable to the locality of the project pursuant to paragraph 4.a.(4) of this section. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in paragraph 4.a.(1) of this section, must be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under this section must be paid not less than the applicable wage rate on the wage determination for the work actually performed.

(4) *Reciprocity of ratios and wage rates.* Where a contractor is performing construction on a project in a locality other than the locality in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyworker's hourly rate) applicable within the locality in which the construction is being performed must be observed. If there is no applicable ratio or wage rate for the locality of the project, the ratio and wage rate specified in the contractor's registered program must be observed.

b. *Equal employment opportunity.* The use of apprentices and journeyworkers under this part must be in conformity with 29 CFR part 30, including any amendments thereto.

c. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section III. 23 CFR 230.111(e)(2). The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeyworkers shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract as provided in 29 CFR 5.5.

6. Subcontracts. The contractor or subcontractor must insert in any subcontracts the clauses set forth in paragraphs (1) through (11) of this section, along with the applicable wage determination(s) and such other clauses or contract modifications as the contracting agency may by appropriate instructions require, and a clause requiring the subcontractors to include these clauses and wage determination(s) in any lower tier subcontracts. The prime contractor is responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this section. In the event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and may be subject to debarment, as appropriate. 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the

contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract as provided in 29 CFR 5.5.

9. Disputes concerning labor standards. As provided in 29 CFR 5.5, disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility. a. By entering into this contract, the contractor certifies that neither it nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of 40 U.S.C. 3144(b) or § 5.12(a).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of 40 U.S.C. 3144(b) or § 5.12(a).

c. The penalty for making false statements is prescribed in the U.S. Code, Title 18 Crimes and Criminal Procedure, 18 U.S.C. 1001.

11. Anti-retaliation. It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the DBA, Related Acts, this part, or 29 CFR part 1 or 3;

b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under the DBA, Related Acts, this part, or 29 CFR part 1 or 3;

c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under the DBA, Related Acts, this part, or 29 CFR part 1 or 3; or

d. Informing any other person about their rights under the DBA, Related Acts, this part, or 29 CFR part 1 or 3.

IV. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Pursuant to 29 CFR 5.5(b), the following clauses apply to any Federal-aid construction contract in an amount in excess of $100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchpersons and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek. 29 CFR 5.5.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph 1. of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages and interest from the date of the underpayment. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchpersons and guards, employed in violation of the clause set forth in paragraph 1. of this section, in the sum currently provided in 29 CFR 5.5(b)(2)* for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1. of this section.

* $33 as of January 15, 2025 (See 90 FR 1859) as may be adjusted annually by the Department of Labor, pursuant to the Federal Civil Penalties Inflation Adjustment Act of 1990.

3. Withholding for unpaid wages and liquidated damages

a. *Withholding process.* The FHWA or the contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for any unpaid wages; monetary relief, including interest; and liquidated damages required by the clauses set forth in this section on this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to the Contract Work Hours and Safety Standards Act and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with Section III paragraph 2.a. or paragraph 3.a. of this section, or both, over claims to those funds by:

(1) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;

(2) A contracting agency for its reprocurement costs;

(3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;

(4) A contractor's assignee(s);

(5) A contractor's successor(s); or

(6) A claim asserted under the Prompt Payment Act, 31 U.S.C. 3901–3907.

4. Subcontracts. The contractor or subcontractor must insert in any subcontracts the clauses set forth in paragraphs 1. through 5. of this section and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor is responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1. through 5. In the event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and associated liquidated damages and may be subject to debarment, as appropriate.

5. Anti-retaliation. It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the Contract Work Hours and Safety Standards Act (CWHSSA) or its implementing regulations in this part;

b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under CWHSSA or this part;

c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under CWHSSA or this part; or

d. Informing any other person about their rights under CWHSSA or this part.

V. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System pursuant to 23 CFR 635.116.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term “perform work with its own organization” in paragraph 1. of this section refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions: (based on longstanding interpretation)

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;
(2) the prime contractor remains responsible for the quality of the work of the leased employees;
(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and
(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract. 23 CFR 635.102.

2. Pursuant to 23 CFR 635.116(a), the contract amount upon which the requirements set forth in paragraph 1. of this section is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. Pursuant to 23 CFR 635.116(c), the contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract. (based on long-standing interpretation of 23 CFR 635.116).

5. The 30-percent self-performance requirement of paragraph (1) is not applicable to design-build contracts; however,

contracting agencies may establish their own self-performance requirements. 23 CFR 635.116(d).

VI. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR Part 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract. 23 CFR 635.108.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR Part 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704). 29 CFR 1926.10.

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

VII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR Part 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 11, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

VIII. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT (42 U.S.C. 7606; 2 CFR 200.88; EO 11738)

This provision is applicable to all Federal-aid construction contracts in excess of $150,000 and to all related subcontracts. 48 CFR 2.101; 2 CFR 200.327.

By submission of this bid/proposal or the execution of this contract or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, subcontractor, supplier, or vendor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal Highway Administration and the Regional Office of the Environmental Protection Agency. 2 CFR Part 200, Appendix II.

The contractor agrees to include or cause to be included the requirements of this Section in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements. 2 CFR 200.327.

IX. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost $25,000 or more – as defined in 2 CFR Parts 180 and 1200. 2 CFR 180.220 and 1200.220.

1**. Instructions for Certification – First Tier Participants:**

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this

covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction. 2 CFR 180.320.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default. 2 CFR 180.325.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 2 CFR 180.345 and 180.350.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900-180.1020, and 1200. “First Tier Covered Transactions” refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). “Lower Tier Covered Transactions” refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). “First Tier Participant” refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. 2 CFR 180.330.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the $25,000 threshold. 2 CFR 180.220 and 180.300.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. 2 CFR 180.300; 180.320, and 180.325. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. 2 CFR 180.335. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (https://www.sam.gov/). 2 CFR 180.300, 180.320, and 180.325.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. 2 CFR 180.325.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.335;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, 2 CFR 180.800;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification, 2 CFR 180.700 and 180.800; and

(4) 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 CFR 180.335(d).

(5) Are not a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(6) Are not a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability (USDOT Order 4200.6 implementing appropriations act requirements).

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal. 2 CFR 180.335 and 180.340.

* * * * *

3. **Instructions for Certification - Lower Tier Participants:**

(Applicable to all subcontracts, purchase orders, and other lower tier transactions requiring prior FHWA approval or estimated to cost $25,000 or more - 2 CFR Parts 180 and 1200). 2 CFR 180.220 and 1200.220.

a. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances. 2 CFR 180.365.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900 – 180.1020, and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. “First Tier Covered Transactions” refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). “Lower Tier Covered Transactions” refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). “First Tier Participant” refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 2 CFR 1200.220 and 1200.332.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the $25,000 threshold. 2 CFR 180.220 and 1200.220.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (https://www.sam.gov/), which is compiled by the General Services Administration. 2 CFR 180.300, 180.320, 180.330, and 180.335.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 2 CFR 180.325.

* * * * *

4. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

a. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals:

(1) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.355;

(2) is a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(3) is a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. (USDOT Order 4200.6 implementing appropriations act requirements)

b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal.

* * * * *

X. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed $100,000. 49 CFR Part 20, App. A.

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such recipients shall certify and disclose accordingly.

XI. USE OF UNITED STATES-FLAG VESSELS:

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, or any other covered transaction. 46 CFR Part 381.

This requirement applies to material or equipment that is acquired for a specific Federal-aid highway project. 46 CFR 381.7. It is not applicable to goods or materials that come into inventories independent of an FHWA funded-contract.

When oceanic shipments (or shipments across the Great Lakes) are necessary for materials or equipment acquired for a specific Federal-aid construction project, the bidder, proposer, contractor, subcontractor, or vendor agrees:

1. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels. 46 CFR 381.7.

2. To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, ‘on-board’ commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (b)(1) of this section to both the Contracting Officer (through the prime contractor in the case of subcontractor bills-of-lading) and to the Office of Cargo and Commercial Sealift (MAR-620), Maritime Administration, Washington, DC 20590. (MARAD requires copies of the ocean carrier's (master) bills of lading, certified onboard, dated, with rates and charges. These bills of lading may contain business sensitive information and therefore may be submitted directly to MARAD by the Ocean Transportation Intermediary on behalf of the contractor). 46 CFR 381.7.

ATTACHMENT A - EMPLOYMENT AND MATERIALS PREFERENCE FOR APPALACHIAN DEVELOPMENT HIGHWAY SYSTEM OR APPALACHIAN LOCAL ACCESS ROAD CONTRACTS (40 U.S.C. sections 14501(d) and 14701 and the Appalachian Regional Commission Code as authorized under 40 U.S.C. section 14302)
This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:

a. To the extent that qualified persons regularly residing in the area are not available.

b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.

c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.

3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.

4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.

5. The provisions of 40 U.S.C. 14501 allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.

6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.

excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 2 CFR 180.325.

* * * * *

4. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

a. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals:

(1) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.355;

(2) is a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(3) is a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. (USDOT Order 4200.6 implementing appropriations act requirements)

b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed $100,000. 49 CFR Part 20, App. A.

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such recipients shall certify and disclose accordingly.

XII. USE OF UNITED STATES-FLAG VESSELS:

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, or any other covered transaction. 46 CFR Part 381.

This requirement applies to material or equipment that is acquired for a specific Federal-aid highway project. 46 CFR 381.7. It is not applicable to goods or materials that come into inventories independent of an FHWA funded-contract.

When oceanic shipments (or shipments across the Great Lakes) are necessary for materials or equipment acquired for a specific Federal-aid construction project, the bidder, proposer, contractor, subcontractor, or vendor agrees:

1. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels. 46 CFR 381.7.

2. To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, ‘on-board’ commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (b)(1) of this section to both the Contracting Officer (through the prime contractor in the case of subcontractor bills-of-lading) and to the Office of Cargo and Commercial Sealift (MAR-620), Maritime Administration, Washington, DC 20590. (MARAD requires copies of the ocean carrier's (master) bills of lading, certified onboard, dated, with rates and charges. These bills of lading may contain business sensitive information and therefore may be submitted directly to MARAD by the Ocean Transportation Intermediary on behalf of the contractor). 46 CFR 381.7.

ATTACHMENT A - EMPLOYMENT AND MATERIALS PREFERENCE FOR APPALACHIAN DEVELOPMENT HIGHWAY SYSTEM OR APPALACHIAN LOCAL ACCESS ROAD CONTRACTS (23 CFR 633, Subpart B, Appendix B) This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:

a. To the extent that qualified persons regularly residing in the area are not available.

b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.

c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.

3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.

4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.

5. The provisions of 23 CFR 633.207(e) allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.

6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.

"General Decision Number: FL20260256 05/18/2026

State: Florida

Construction Types: Highway

Counties: Florida Counties of
Leon

Modification Number	Publication Date
0	01/02/2026
1	05/18/2026

SUFL2022-025 06/27/2024

	Rates	Fringes
TRUCK DRIVER: DISTRIBUTOR TRUCK	$ 20.88	0.00
TRUCK DRIVER: WATER TRUCK	$ 18.27	0.00
TRUCK DRIVER: OFF THE ROAD TRUCK	$ 16.55	0.00
TRUCK DRIVER: LOWBOY TRUCK	$ 22.34	1.01
TRUCK DRIVER: FLATBED TRUCK	$ 19.46	0.00
TRUCK DRIVER: DUMP TRUCK	$ 20.73	0.92
TRAFFIC CONTROL PERSON	$ 15.71	0.00
PAINTER	$ 21.02	0.00
OPERATOR: TRACTOR	$ 16.91	0.66
OPERATOR: SCREED	$ 19.24	0.00
OPERATOR: SCRAPER	$ 15.54	0.00
OPERATOR: ROLLER	$ 16.20	0.00
OPERATOR: PILEDRIVER	$ 22.98	0.00
OPERATOR: PAVER (ASPHALT, AGGREGATE, AND CONCRETE)	$ 20.29	0.00
OPERATOR: MILLING MACHINE	$ 19.68	0.00
OPERATOR: MECHANIC	$ 29.69	0.00
OPERATOR: LOADER	$ 17.54	0.00
OPERATOR: GRADER/BLADE	$ 19.25	0.00
OPERATOR: CRANE	$ 28.42	0.00
OPERATOR: BULLDOZER	$ 17.48	0.00
OPERATOR: BROOM/SWEEPER	$ 16.46	0.00
OPERATOR: BOOM	$ 33.61	11.50
OPERATOR: BOBCAT/SKID STEER/SKID LOADER	$ 19.99	0.00
OPERATOR: BACKHOE/EXCAVATOR/TRACKHOE	$ 22.27	0.84
LABORER: GRADE CHECKER	$ 17.21	0.00
LABORER: PIPELAYER	$ 16.72	0.00
LABORER: MASON TENDER - CEMENT/CONCRETE	$ 20.24	2.01
LABORER: COMMON OR GENERAL	$ 14.81	0.62
LABORER: ASPHALT, INCLUDES RAKER, SHOVELER, SPREADER AND DISTRIBUTOR	$ 14.22	0.00
IRONWORKER	$ 24.16	0.00
ELECTRICIAN	$ 28.25	7.38
CEMENT MASON/CONCRETE FINISHER	$ 17.53	0.00
CARPENTER	$ 19.66	0.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at https://www.dol.gov/agencies/whd/government-contracts.

Note: Executive Order 13658 generally applies to contracts subject to the Davis-Bacon Act that were awarded on or between January 1, 2015 and January 29, 2022, and that have not been renewed or extended on or after January 30, 2022. Executive Order 13658 does not apply to contracts subject only to the Davis-Bacon Related Acts regardless of when they were awarded. If a contract is subject to Executive Order 13658, the contractor must pay all covered workers at least $13.65 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract from May 11, 2026, through December 31, 2026. The applicable Executive Order minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under Executive Order 13658 is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (iii)).

The body of each wage determination lists the classifications and wage rates that have been found to be prevailing for the type(s) of construction and geographic area covered by the wage determination. The classifications are listed in alphabetical order under rate identifiers indicating whether the particular rate is a union rate (current union negotiated rate), a survey rate, a weighted union average rate, a state adopted rate, or a supplemental classification rate.

Union Rate Identifiers

A four-letter identifier beginning with characters other than "SU", "UAVG", "SA", or "SC" denotes that a union rate was prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2024. PLUM is an identifier of the union whose collectively bargained rate prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in

processing the wage determination. The date, 07/01/2024 in the example, is the effective date of the most current negotiated rate.

Union prevailing wage rates are updated to reflect all changes over time that are reported to WHD in the rates in the collective bargaining agreement (CBA) governing the classification.

Union Average Rate Identifiers

The UAVG identifier indicates that no single rate prevailed for those classifications, but that 100% of the data reported for the classifications reflected union rates. EXAMPLE: UAVG-OH-0010 01/01/2024. UAVG indicates that the rate is a weighted union average rate. OH indicates the State of Ohio. The next number, 0010 in the example, is an internal number used in producing the wage determination. The date, 01/01/2024 in the example, indicates the date the wage determination was updated to reflect the most current union average rate.

A UAVG rate will be updated once a year, usually in January, to reflect a weighted average of the current rates in the collective bargaining agreements on which the rate is based.

Survey Rate Identifiers

The "SU" identifier indicates that either a single non-union rate prevailed (as defined in 29 CFR 1.2) for this classification in the survey or that the rate was derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As a weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SUFL2022-007 6/27/2024. SU indicates the rate is a single non-union prevailing rate or a weighted average of survey data for that classification. FL indicates the State of Florida. 2022 is the year of the survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 6/27/2024 in the example, indicates the survey completion date for the classifications and rates under that identifier.

"SU" wage rates typically remain in effect until a new survey is conducted. However, the Wage and Hour Division (WHD) has the discretion to update such rates under 29 CFR 1.6(c)(1).

State Adopted Rate Identifiers

The "SA" identifier indicates that the classifications and prevailing wage rates set by a state (or local) government were adopted under 29 C.F.R 1.3(g)-(h). Example: SAME2023-007 01/03/2024. SA reflects that the rates are state adopted. ME refers to the State of Maine. 2023 is the year during which the state completed the survey on which the listed classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 01/03/2024 in the example, reflects the date on which the classifications and rates under the "SA" identifier took effect under state law in the state from which the rates were adopted.

WAGE DETERMINATION APPEALS PROCESS

1) Has there been an initial decision in the matter? This can be:

a) a survey underlying a wage determination
b) an existing published wage determination
c) an initial WHD letter setting forth a position on a wage determination matter
d) an initial conformance (additional classification and rate) determination

On survey related matters, initial contact, including requests for summaries of surveys, should be directed to the WHD Branch of Wage Surveys. Requests can be submitted via email to davisbaconinfo@dol.gov or by mail to:

Branch of Wage Surveys
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

Regarding any other wage determination matter such as conformance decisions, requests for initial decisions should be directed to the WHD Branch of Construction Wage Determinations. Requests can be submitted via email to BCWD-Office@dol.gov or by mail to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2) If an initial decision has been issued, then any interested party (those affected by the action) that disagrees with the decision can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Requests for review and reconsideration can be submitted via email to dba.reconsideration@dol.gov or by mail to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210.

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END OF GENERAL DECISION

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DBE BID PACKAGE INFORMATION

DBE Utilization

The Department began its DBE race neutral program January 1, 2000. **Contract specific goals are not placed on Federal/State contracts;** however, the Department has an overall 10.54% DBE goal it must achieve. In order to assist contractors in determining their DBE commitment level, the Department has reviewed the estimates for this letting.

As you prepare your bid, please monitor potential or anticipated DBE utilization for contracts. When the low bidder executes the contract with the Department, information will be requested of the contractor's DBE participation for the project. While the utilization is not mandatory in order to be awarded the project, continuing utilization of DBE firms on contracts supports the success of Florida's DBE Program, and supports contractors' Equal Employment Opportunity and DBE Affirmative Action Programs.

Any project listed as 0% DBE availability does not mean that a DBE may not be used on that project. A 0% DBE availability may have been established due to any of the following reasons: limited identified subcontracting opportunities, minimal contract days, and/or small contract dollar amount. Contractors are encouraged to identify any opportunities to subcontract to DBE's.

Please contact the Equal Opportunity Office at (850) 414-4747 if you have any questions regarding this information.

DBE Reporting

If you are the prime contractor on a project, enter your DBE participation in the Equal Opportunity Compliance system prior to the pre-construction or pre-work conference for all federal and state funded projects. This **will not** become a mandatory part of the contract. It will assist the Department in tracking and reporting planned or estimated DBE utilization. During the contract, the prime contractor is required to report actual payments to DBE and MBE subcontractors through the web-based Equal Opportunity Compliance (EOC) system.

All DBE payments must be reported whether or not you initially planned to utilize the company. In order for our race neutral DBE Program to be successful, your cooperation is imperative. If you have any questions, please contact EOOHelp@dot.state.fl.us.

Bid Opportunity List

The Federal DBE Program requires States to maintain a database of all firms that are participating or attempting to participate on FDOT-assisted contracts. The list must include all firms that bid on prime contracts or bid or quote subcontracts on FDOT-assisted projects, including both **DBE's and non-DBEs.**

Please complete the Bidders Opportunity List through the Equal Opportunity Compliance system within 3 business days of submission of the bid or proposal for ALL subcontractors or sub-consultants who quoted to you for specific project for this letting. The web address to the Equal Opportunity Compliance system is: https://www.fdot.gov/equalopportunity/eoc.shtm.

DBE/AA Plans

Contractors bidding on FDOT contracts are to have an approved DBE Affirmative Action Plan (FDOT Form 275-030-11B) on file with the FDOT Equal Opportunity Office before execution of a contract. DBE/AA Plans must be received with the contractors bid or received by the Equal Opportunity Office prior to the award of the contract.

Plans are approved by the Equal Opportunity Office in accordance with Ch. 14-78, Florida Administrative Code. Plans that do not meet these mandatory requirements may not be approved. Approvals are for a (3) three year period and should be updated at anytime there is a change in the company's DBE Liaison Officer and/or President. Contractors may evidence adoption of the DBE/AA Policy and Plan and/or a change in the designated DBE Liaison officer as follows:

- Print the first page of the document on company stationery ("letterhead") that indicates the company's name, mailing address, phone number, etc.
- Print the company's name in the "___" space; next to "Date" print the month/day/year the policy is being signed; record the signature of the company's Chief Executive Officer, President or Chairperson in the space next to "by" and print the full first and last name and position title of the official signing the policy.
- Print the DBE Liaison's full name, email address, business mailing address and phone number the bottom of email.

E-mail the completed and signed DBE AA Plan to: **eeoforms@dot.state.fl.us.**

The Department will review the policy, update department records and issue a notification of approval or disapproval; a copy of the submitted plan will not be returned to the contractor.

Attachment #20

REQUIRED CONTRACT PROVISIONS

This certification applies to subcontractors, material suppliers, vendors and other lower tier participants.

- Appendix B of 49 CFR Part 29 –

Appendix B—Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

CITY OF TALLAHASSEE

ENVIRONMENTAL MANAGEMENT PERMIT

Permit #: **TEM240071**

Project Name: Old St. Augustine Sidewalk Improvements
Location: 1457 OLD ST AUGUSTINE RD, APT 3
Permittee Name: LEON COUNTY
Date Issued: 11/24/2025
Expiration: 11/24/2028
Extended Date:
Extension No.: 0
Agent:
Phone #:

Parcel Tax ID#(s):

Inspector: James Payne
Phone #: (850) 891-7167
Cell #:
Email:

PERMIT INCLUDES THE FOLLOWING COMPONENTS:

Stormwater: MINOR **Tree Protection & Removal:** Y **Landscape:** N **Erosion & Sediment Control:** Y

PERMIT EXHIBITS:
__A__ Approved Site Plans
__B__ Special Conditions that Apply to this Permit
____ Other: _____

REQUIREMENTS:
__X__ Pre-Construction Conference
__X__ Notice of Intent Form
__X__ Stormwater Control Officer Form
____ Stormwater Facility Operating Permit
__X__ Compliance Report & Record Drawings
____ Conservation Easements
_____ Drainage Easements
__X__ NPDES/CGP
____ State ERP

The application for this permit has been examined and approved as consistent with the City of Tallahassee Land Development Code. **This permit is issued upon the condition that the applicant will procure and comply with all other necessary Federal, State, and Local permits as well as all conditions listed on the back of this placard.** Failure to comply with this condition shall be a violation of the Land Development Code. Failure to conform to the terms and conditions of this permit shall constitute a violation punishable according to law.

Failure to post this permit in a conspicuous place on-site or failure to have the approved plans available on-site may result in the immediate issuance of a stop-work order. Permits may be extended beyond, or expire prior to the above indicated expiration date. The actual expiration date shall be determined in accordance with Ordinance No. 90-0-0044AA.

See Reverse Side for Conditions

CONDITIONS OF THE PERMIT

This permit is subject to conditions as set forth in the Tallahassee Land Development Code and includes, without limit, the following:

1. This permit shall be posted in a conspicuous place on-site and remain in place at all times during the development activity. It should be protected from the elements, including rainfall and remain visible.

2. A copy of the approved plans shall be available on the site at all times during the development activity.

3. A notice of intent to proceed shall be filed with the Land Use and Environmental Services Division of the Growth Management Department at least 24 hours (see special conditions if more than 24 hours is required) prior to initiation of development activity. Notice shall be in writing. Notices received on Fridays will be for activity started on the following Monday or Tuesday if Monday is a legal holiday.

4. A list of the names of the individuals who are in responsible charge of the ongoing work shall be prepared and one or more of the persons listed shall be on-site whenever work is occurring. The list shall be maintained current, protected from the elements, and posted next to the permit and be easily read.

5. Erosion prevention and sediment control measures more extensive than shown on these plan(s) may become necessary for this project during construction.

6. For all projects, unless otherwise indicated as special conditions, the following conditions apply:

   a. A pre-construction conference is required prior to start of any development activity. This conference must be scheduled at least 48 hours (2 business days) in advancewith the Environmental Inspector. (See attached Pre-Construction Meeting Request Submittal Requirements).

   b. The Stormwater Officer Form which includes the name and local telephone number of the stormwater management control officer for the development activity shall be submitted prior to scheduling the Pre-Construction Meeting. This form must be posted next to the permit, maintained current, protected from the elements, and be easily read.

   c. A vegetation control inspection and an inspection of the erosion and sediment controls in place are required. Schedule this inspection at least 24 hours in advance. Inspections are made Monday through Friday, excluding holidays.

7. If prehistoric or historic artifacts, such as pottery or ceramics, stone tools, metal implements, dugout canoes or any other physical remains that could be associated with the Native American Cultures or early colonial or American Settlement are encountered at any time within the project site area, the permitted project shall cease all activities involving subsurface disturbance in the immediate vicinity of such discoveries. The permittee or designated representative shall contact the Florida Department of State, Division of Historical Resources, review and Compliance Section, at (850) 245-6333 or (800) 847-7278, as well (as appropriate) Leon County Environmental Services/the City of Tallahassee Growth Management Department. Project activities should not resume without a written authorization from the Division of Historical Resources. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately, and the proposed authorities notified in accordance with Section 872.05, Florida Statutes.

If the property owner feels that this order is unreasonable or unfairly burdens the use of his/her land, he/she may apply to the City of Tallahassee within 30 days of the receipt of this order under Sec. 70.51, Florida Statutes, the Florida Land Use and Environmental Dispute Resolution Act. The request for relief should be filed with the City Attorney, 300 S. Adams St., Tallahassee, FL, pursuant to City Commission Policy 414CP, which is available online at talgov.com under the Treasurer-Clerk's website, or by calling the City Attorney's Office at (850) 891-8554

CITY OF TALLAHASSEE

GROWTH MANAGEMENT DEPARTMENT

DIVISION OF LAND USE & ENVIRONMENTAL SERVICES

"EXHIBIT B"
SPECIAL CONDITIONS
OF PERMIT NO. TEM240071
Old St. Augustine Sidewalk Improvements

This Permit is subject to conditions as set forth in the Tallahassee Land Development Code (TLDC) and includes the following Special Conditions (refer to the reverse side of the Permit for standard conditions that apply to all permits):

1. All other applicable permits must be obtained before commencement of the development.
2. A staging and stockpile area shall be identified during the preconstruction conference, and a separate environmental management permit may be needed for offsite laydown area.
3. All tree roots greater than ¾ inch diameter shall be clean-cut and hand pruned and backfilled with soil promptly
4. The proposed sidewalk and boardwalk shall comply with ADA accessibility requirements for maximum allowable slopes and ramp design. Any segment exceeding 5% longitudinal slope shall be designed and constructed in accordance with ADA ramp standards (maximum 8.33% slope for up to 30 feet, with required level landings and handrails as applicable). The applicant shall ensure that all transitions, including the alternative sidewalk detail over tree roots, provide sufficient horizontal distance to maintain the maximum allowable grade and meet ADA standards.
5. It was stated that all R/W and temporary construction easements have been acquired, except for the R/W between Sta. 34+80 and 37+00. However, none of these documents have been provided. Make sure that all required easements are submitted at the pre-construction meeting.
6. Implement the arboricultural mitigation plan under the direction of a certified arborist on site during mitigation. Describe the mitigation measures performed in the landscaping compliance report at the end of the project for successfully mitigated trees.

CITY OF TALLAHASSEE

Pre-Construction Meeting Request Submittal Requirements

ALL ENVIRONMENTAL PERMITS REQUIRE A PRE-CONSTRUCTION CONFERENCE.
(***This also applies to demolition permits and permit waivers.)***

To ensure a smooth start please remember the following:

1. To request for preconstruction conference, you will need to create a new application for EMP-PreConstruction through the online customer permitting portal and upload the following documents:

   a) Notice of Intent to Proceed

   b) Stormwater, Erosion & Sediment Control Officer Designation Form. One each required for Site Contractors AND General/Building Contractor.

   c) Copy of Northwest Florida Water Management District Environmental Resource Permit or Exemption Letter.

   d) Copy of NPDES Notice of Intent (if site is larger than 1 acre).

- The department will review all submitted documents and respond with correction comments or approval within 7 days of all documents being received.

- Once the submission has been approved the applicant will be notified via a system email and at that time you will go into the customer permit portal to select a date and time from the available slots.

2. Permit plans and all permit attachments are required to be posted on-site and available at all job sites. The Standard Conditions and any Special Conditions issued with the permit must be included.

Preconstruction conferences will not be scheduled until the required documents are received.

If you have any questions about these requirements, please contact the Environmental Inspector noted on your permit documents.

CITY OF TALLAHASSEE

Submittal Requirement Guidelines For Requesting The Final Environmental Inspection

Submittal of closeout documents is now an online process. Approximately *TWO WEEKS* prior to requesting the Final Environmental Inspection please create a new application for EMP-Closeout through the online customer permitting portal for access to upload the closeout documents listed below.

***NOTE:* The project must receive approval of the final environmental inspection prior to release of a certificate of occupancy.**

• **As-builts/Record Drawings -** *including the following information (as applicable):*

- Finished Floor Elevations - All buildings
- Detail of the pond control structure - (structure type, size and invert of all pipe, orifices, and weirs, invert of connection at off-site conveyance system, grates and skimmers)
- Sand filter construction details - (show inverts and sizes of under drain pipe at each cleanout)
- Pond construction details - (Show topography, top of berm/wall and bottom elevations, sand filter location)
- Show entire stormwater conveyance system (size, type and invert of all pipes, channels, roof drain systems, structures, curbing, and spot shot elevations in vehicle use areas)
- Show all sidewalks and vehicle use areas
- Show all traffic control devices (signs, signals, parking striping and pavement markings)
- Post Development site data table - impervious area, urban forest area, green space area, number of parking spaces, etc
- Post construction tree survey (show location, size, species of all urban forest and replant trees, and irrigation systems)
- Delineate conservation and drainage easement boundaries and label with the OR (Official Record) book and Page number

• **Compliance Report -** *Prepared based on the Record Drawings and Certified by the Engineer of Record*

- Engineer's statement that project is consistent with permit as required in LDC 5-62(4)
- Discuss reason and nature of all permit non-compliance or deviations
    - Address protected tree removal not authorized by the permit
    - Identify any modifications required to bring project into compliance with approved plan
    - Provide Arborist or Landscape architect report on tree mitigation if applicable.
- Provide a post construction tree preservation and replant credit schedule
- Report as-built Pond Storage and Treatment volumes
- Retention Ponds - Report the following:
    - Design infiltration rate _____
    - Actual infiltration rate _____ (Provide certified supporting test data)

• **Easements** - Provide copies of all executed and recorded conservation, and drainage easements

• **Stormwater Management Facility (SWMF) Operating Permit** - For Projects that utilize an existing master SWMF, an updated capacity accounting record is required with the compliance report. Projects with new or modified stormwater ponds require a new Operating Permit. Provide the operating permit number in the Compliance Report.

To Whom It May Concern:

The City of Tallahassee pursuant to Chapter 556, Florida Statutes (2003), the "Underground Facility Damage Prevention and Safety Act," will continue to locate only the City's utilities in response to a location request received from Sunshine State One-Call of Florida, Inc.

Specifically, this means that you, the excavator digging in the City's right-of-way, are responsible for locating and avoiding all private utility laterals in that right-of-way. The City does not locate private lines or any utility lines belonging to any other member-operator, as Chapter 556, F.S. defines those entities. The location of private utility laterals is your responsibility.

Should your excavation efforts result in the cutting or breaking of any private utility lateral, you are responsible for repairing that lateral or reimbursing the private owner for any reasonable repair costs incurred in repairing any cut utility lines caused by your excavation efforts. In instances of clear fault, your failure to promptly address these matters may impact your later ability to secure a permit for future excavation in the City's right-of-way.

The City of Tallahassee appreciates your efforts to use reasonable care in digging in the City's right-of-way.

CITY OF TALLAHASSEE

STORMWATER, EROSION & SEDIMENT CONTROL OFFICER DESIGNATION FORM

Prior to commencement of construction, the property owner (permittee) shall designate an Erosion and Sediment Control Officer (Control Officer) for the duration of the project. The Control Officer shall be qualified through the Florida Department of Environmental Protection Stormwater Erosion and Sediment Control Inspector Training Program. The Control Officer shall have adequate authority within the project administration to ensure that erosion and perimeter sediment controls are properly installed and maintained in a manner that will manage stormwater runoff, control erosion, and contain sediment on-site.

The permittee and the control officer shall be thoroughly familiar with the Florida Stormwater Erosion and Sediment Control Inspector Manual, the Sediment and Erosion Control Standards presented in Section 5-88 of the Tallahassee, Land Development Code, and City Commission Policy 417 - Stormwater, Sediment and Erosion Controls.

Changes in ownership or control officer must be provided in writing to the City of Tallahassee Environmental Inspector on a new Designation Form within 24 hours or change. Failure to notify Growth Management Could result in a "Stop Work Order".

Project Name: _____ TEM Number: _____

Property Owner (Permittee): _____

Property Owner E-Mail Address: _____

Property Owner 24-Hour Telphone Number: _____

Owner hereby designates the following individual as the Erosion and Sediment Control Officer.

Control Officer Name: _____

FDEP Inspector Number: _____

E-Mail Address: _____

24-Hour Telephone Number: _____

I acknowledge the requirements within this document and accept the responsiblities required.

Signature of Property Owner: _____ Date: _____

Signature of Control Officer: _____ Date: _____

CITY OF TALLAHASSEE

LAND USE AND ENVIRONMENTAL SERVICES DIVISION

NOTICE OF INTENT TO PROCEED

Date: _____

Owner Info: _____

_____

_____

ATTN: James Payne, Environmental Inspector

Project Name: Old St. Augustine Sidewalk Improvements

Location: 1457 OLD ST AUGUSTINE RD, APT 3

Permit Number: TEM240071

WE INTEND TO START DEVELOPMENT ACTIVITY

ON _____ AT _____:_____ am/pm

We understand an Environmental Resource Permit (ERP) must be secured from the Northwest Florida Water Management District or FDEP, as applicable. This project is covered under ERP or Exemption # _____

We understand a NPDES - Construction General Permit (CGP) must be secured for construction site that disturbs one acre or more. Is this project one acre or larger _____(yes/no)? If yes, coverage has been secured and is provided under the CGP, NOI #_____

Note; Failure to provide the above permit numbers will delay start of development activity.

We understand a pre-construction conference with the City Growth Management Inspector is required prior to beginning development activity. This conference must be scheduled at least 48 hours in advance and prior to filing this Notice of Intent to proceed form.

We understand that perimeter sediment controls and tree protection barricades must be installed as presented on the approved plans and inspected by the City Growth Management Inspector before proceeding with other clearing or development activities. A maximum of a 10-foot-wide strip may be cleared for placement of control measures.

_____ _____

Signature of Owner or Duly Authorized Agent (Provide Owners Affidavit For Agent) Date

_____

Printed Name and Title of Above Signee

Northwest Florida Water Management District

700 U.S. Highway 331 South, DeFuniak Springs, FL 32435

Lyle Seigler
Executive Director

ERP: (850) 951-4660 • Fax: (850) 892-8007
Wells: (850) 951-4661

December 04, 2025

Chris Muehlemann
Leon County Public Works
2280 Miccosukee Road
Tallahassee, FL 32308

Re: Old St. Augustine Road Sidewalk
Application # PDEX-073-327645-1
(Please reference the above number on all correspondence)

Dear Chris Muehlemann:

The Northwest Florida Water Management District (District) received your application on November 21, 2025 requesting an exemption verification for the referenced project.

Based on the information provided, the District has determined that the project is eligible for an exemption under 62-330.051(4)(d), 62-330.051(4)(c). Therefore, the project will not need a District permit pursuant to rule reference.
This permit also constitutes an express waiver of water quality certification under Section 401 of the Clean Water Act, 33 U.S.C. Section 1341. Pursuant to Rule 62-330.062, F.A.C., State Water Quality Certification is waived for activities that are exempt under rule 62-330.051 or 62-330.0511, F.A.C.
This exemption verification only applies to the requirements of the District and does not relieve you of meeting the permit requirements of other agencies. Please contact Ashley Austin at (850) 951-4660 if you have any questions.

Sincerely,

Selina Potter

Selina Potter, P.E., Chief
Bureau of Regulatory Permits

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Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

NICK PATRONIS
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TED EVERETT
Chipley

KELLIE RALSTON
Tallahassee

ANNA UPTON
Tallahassee

CERTIFICATE OF SERVICE

I hereby certify that on the below date, a true and correct copy of the foregoing document and all attachments were sent to the applicant and/or their representative(s), and any party having made a written request for notice of agency action, and that section 120.60(3), Florida Statutes has been satisfied.

Ashley Austin

Regulatory Specialist

December 04, 2025

Date

1. GENERAL NOTES

1.1. THE GOVERNING CODE FOR THIS PROJECT IS THE FLORIDA BUILDING CODE 8th EDITION (2023). THIS CODE PRESCRIBES WHICH EDITION OF EACH REFERENCE STANDARD APPLIES TO THIS PROJECT. UNLESS OTHERWISE NOTED, ALL WORK AND MATERIALS SHALL CONFORM WITH THE GOVERNING BUILDING CODE AND ALL OTHER APPLICABLE FEDERAL, STATE AND LOCAL CODES, STANDARDS, REGULATIONS AND LAWS.

1.2. THE CONTRACTOR SHALL COORDINATE ALL CONTRACT DOCUMENTS WITH FIELD CONDITIONS, DIMENSIONS, AND PROJECT SHOP DRAWINGS PRIOR TO CONSTRUCTION. DO NOT SCALE DRAWINGS, USE ONLY PRINTED DIMENSIONS. REPORT ANY DISCREPANCIES OR FIELD CONDITIONS ENCOUNTERED IN CONFLICT WITH THE DRAWINGS IN WRITING TO THE ARCHITECT AND/OR ENGINEER PRIOR TO PROCEEDING WITH WORK. DO NOT CHANGE SIZE OR LOCATION OF STRUCTURAL MEMBERS WITHOUT WRITTEN INSTRUCTIONS FROM THE ARCHITECT OR ENGINEER OF RECORD.

1.3. THE STRUCTURE SHOWN ON THESE DRAWINGS IS SELF-SUPPORTING ONLY IN ITS COMPLETED FORM. THE DESIGN, ADEQUACY, SAFETY AND STABILITY OR ERECTION BRACING, FORMWORK, SHORING, AND TEMPORARY SUPPORTS ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

1.4. DETAILS LABELED AS "TYPICAL" APPLY TO ALL SITUATIONS THAT ARE THE SAME OR SIMILAR TO THOSE SPECIFICALLY REFERENCED, WHETHER OR NOT THEY ARE KEYED IN AT EACH LOCATION.

1.5. THE CONTRACTOR SHALL PROTECT ADJACENT PROPERTY, HIS OWN WORK, AND THE GENERAL PUBLIC FROM HARM. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS AND METHODS, AND JOBSITE SAFETY INCLUDING ALL OSHA REQUIREMENTS. THE STRUCTURAL ENGINEER OF RECORD HAS NO AUTHORITY TO EXERCISE ANY CONTROL OVER ANY CONSTRUCTION PERSONNEL RELATED TO THEIR WORK OR ANY HEALTH OR SAFETY PRECAUTIONS.

2. DESIGN LOADS

	LIVE LOAD	DEAD LOAD
WALKWAY	100 PSF	10 PSF
GUARDRAILS		
TOP RAIL	= 200 LBS OR 50 PLF IN ANY DIRECTION (NON-CONCURRENT)	
INTERMEDIATE RAIL	= 50 LBS OVER 12" x 12" AREA	

4. WIND LOAD DESIGN CRITERIA (PER ASCE 7-22)

WIND SPEED (ULT/ASD)	= 120 MPH / 93 MPH
RISK CATEGORY	= II
WIND EXPOSURE CATEGORY	= B

5. EARTHWORK FOR STRUCTURES

5.1. FOUNDATION DESIGN, SOIL PREPARATION AND COMPACTION ARE BASED ON GEOTECHNICAL INVESTIGATION, DATA AND RECOMMENDATIONS IN FILE NO. 113-25-40-1204 BY ARDAMAN & ASSOCIATES, Inc. DATED OCTOBER 08, 2025.

6. CONCRETE

6.1. ALL CONCRETE CONSTRUCTION SHALL COMPLY WITH ACI 301 AND 318 AND CRSI STANDARDS.

6.2. STRUCTURAL CONCRETE SHALL HAVE A MINIMUM ULTIMATE COMPRESSIVE DESIGN STRENGTH (FC') IN 28 DAYS OF:

FOUNDATIONS	3,000 PSI	NW
SLAB ON GRADE	3,000 PSI	NW

6.3. CONTRACTOR SHALL MAKE SETS OF FOUR ACCEPTANCE CYLINDERS FOR STRENGTH TESTING FOR EACH 50 CUBIC YARDS OF CONCRETE PLACED. CYLINDERS SHALL BE MADE IN ACCORDANCE WITH ASTM C31 AND C172. TESTING SHALL BE PERFORMED BY AN ACI CERTIFIED TESTING LABORATORY AND SHALL BE PAID FOR BY THE CONTRACTOR. CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ARCHITECT AND/OR STRUCTURAL ENGINEER OF ANY TEST NOT MEETING THE REQUIREMENTS OF THE SPECIFIED TESTS. COPIES OF REPORTS DOCUMENTING THE TEST RESULTS SHALL BE MAINTAINED BY THE CONTRACTOR AND MADE AVAILABLE UPON REQUEST.

6.4. PROVIDE COVER OVER REINFORCING STEEL AS FOLLOWS:

CAST AGAINST & EXPOSED TO EARTH/WEATHER	3"
EXPOSED TO EARTH/WEATHER	
#6 THROUGH #18 REBAR	2"
#5 REBAR, W31/D31 WIRE OR SMALLER	1-1/2"
NOT EXPOSED TO EARTH/WEATHER	
SLABS, WALLS, JOISTS	
#14 AND #18 REBAR	1-1/2"
#11 REBAR AND SMALLER	3/4"
BEAMS AND COLUMNS	
REINF, TIES, STIRRUPS, SPIRALS	1-1/2"

6.5. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL STANDEES, BLOCK OR OTHER METHODS OF TYING REINFORCEMENT SO THAT CLEAR COVER IS MET PRIOR TO PLACING CONCRETE. LIFTING REINFORCING AFTER CONCRETE IS PLACED TO MEET CLEAR COVER REQUIREMENTS IS NOT PERMITTED.

6.6. ALL VERTICAL DOWELS, ANCHOR BOLTS AND EMBEDS MUST BE SET BY TEMPLATE OR OTHER MEANS PRIOR TO CONCRETE PLACEMENT. WET SETTING VERTICAL DOWELS, ANCHOR BOLTS AND EMBEDS IS NOT PERMITTED.

6.7. CURE ALL CONCRETE SURFACES FOR A PERIOD OF SEVEN DAYS UNTIL AVERAGE COMPRESSIVE STRENGTH HAS REACHED 70% OF THE SPECIFIED 28 DAY STRENGTH. CURING SHALL BE BY PONDING, MOIST CURING WITH SAND OR ABSORPTIVE MATS KEPT CONTINUOUSLY WET, CONTINUOUS APPLICATION OF STEAM (NOT EXCEEDING 105° F) OR MIST SPRAY, WATERPROOF CURING PAPER, OR LIQUID MEMBRANE FORMING CURING COMPOUND. SELECTION OF CURING METHOD SHALL BE COMPATIBLE WITH THE FINISH TO BE APPLIED TO THE CONCRETE SURFACE.

7. REINFORCEMENT

7.1. ALL REINFORCING STEEL SHALL BE DEFORMED CARBON STEEL REBAR CONFORMING TO ASTM A615, GRADE 60, SEE PROVIDED LAP SCHEDULE FOR MINIMUM SPLICE LENGTH.

7.2. PROVIDE ADDITIONAL HORIZONTAL CORNER BARS TO MATCH MAIN HORIZONTAL REINFORCING STEEL AT ALL BEAMS, OR WALL INTERSECTIONS, CORNERS AND OTHER CONCRETE DIRECTIONAL CHANGES, INCLUDING FOOTINGS.

7.3. ALL BENDS, AND 90° AND 180° HOOKED BARS SHALL BE FABRICATED IN ACCORDANCE WITH ACI AND AS INDICATED IN THE STANDARD DETAILS.

7.4. REINFORCING SHALL BE ACCURATELY PLACED, RIGIDLY SUPPORTED AND FIRMLY TIED IN PLACE, WITH APPROPRIATE BAR SUPPORTS AND SPACERS.

8. TIMBER PILES:

8.1. ALL TIMBER PILES SHALL BE SOUTHERN PINE WITH A TIP DIAMETER OF 8", MEETING THE REQUIREMENTS OF ASTM D25.

8.2. ALL FRESHWATER AND GROUND CONTACT PILES SHALL BE TREATED AS FOLLOWS:

ACQ ALKALINE COPPER QUATERNARY	0.80 PCF
CA COPPER AZOLE	0.40 PCF

8.3. INSTALLATION DEPTH SHALL BE 15'-0" BELOW EXISTING GRADE, UNLESS OTHERWISE NOTED

8.4. PILES MAY BE "JETSET" FOR INITIAL PLACEMENT. THE FINAL 48" OF PLACEMENT SHALL BE DRIVEN WITH A VIBRATORY HAMMER.

8.5. PILE INSTALLATION SHOULD BE MONITORED ON A FULL TIME BASIS BY A TESTING LABORATORY. RECORDS SHOULD BE MAINTAINED BY THE GEOTECHNICAL ENGINEER WHO WILL DOCUMENT PILES SIZE, LOCATION, INSTALLED LENGTHS, DRIVING RESISTANCE, TIP ELEVATION AND OTHER RELEVANT INFORMATION.

8.6. SACRIFICIAL TEST PILES ARE NOT REQUIRED ON THIS PROJECT.

8.7. CUT SURFACES, OR BORED HOLES SHALL BE TREATED WITH A LIBERAL APPLICATION OF COPPER NAPHTHENATE IN ACCORDANCE WITH AWPA M4.

8.8. TOLERANCES:

8.9. PILES SHALL BE INSTALLED NO MORE THEN 4" FROM THE SPECIFIED LOCATION PRIOR TO DRIVING AND NO MORE THEN 6" AFTER DRIVING IS COMPLETE.

8.9.1. PLUMB: PILES SHALL BE NO MORE THEN 1" OUT OF VERTICAL PLANE ACROSS A DISTANCE OF 48".

8.9.2. THE CONTRACTOR SHALL MAINTAIN AN ACCURATE DRIVING LOG FOR EACH PILE. AT A MINIMUM THE LOG SHALL INCLUDE BLOWS PER FOOT OF INSTALLATION, TOTAL LENGTH OF PILE, AND LENGTH OF CUT OFF.

8.9.3. WITHDRAW DAMAGED OR DEFECTIVE PILES AND PILES THAT EXCEED DRIVING TOLERANCES, FILL HOLES AND INSTALL NEW PILES.

9. TIMBER FRAMING

9.1. STRUCTURAL TIMBER FRAMING MEMBERS SHALL BE PRESSURE TREATED No. 2 SOUTHERN PINE, OR STRONGER.

9.2. ALL PRESSURE TREATED LUMBER THAT IS CUT IN FIELD SHALL BE TREATED WITH COPPER NAPHTHENATE.

9.3. ALL TIMBER FRAMING SHALL BE PRESSURE TREATED AS FOLLOWS:

9.4. ACQ ALKALINE COPPER QUATERNARY 0.25 PCF

9.5. CA COPPER AZOLE 0.15 PCF

9.6. PROVIDE PRESSURE TREATED MEMBERS WHERE P.T. IS INDICATED AND AT OTHER LOCATIONS WHERE IN CONTACT WITH MASONRY/CONCRETE OR GROUND, OR WHERE EXPOSED TO WEATHER. ALL MEMBERS REQUIRED TO BE PRESSURE TREATED SHALL BE RATED FOR GROUND CONTACT WHEN ANY PORTION OF THE MEMBER IS WITHIN 12 INCHES OF GROUND.

9.7. EXCEPT WHERE FASTENERS ARE SPECIFIED, PROVIDE NAILING PATTERNS PER THE FBC. PROVIDE GALVANIZED FASTENERS WHERE INDICATED.

9.8. PRE-DRILL HOLES FOR THRU BOLTS AT NOMINAL BOLT DIAMETER PLUS 1/16".

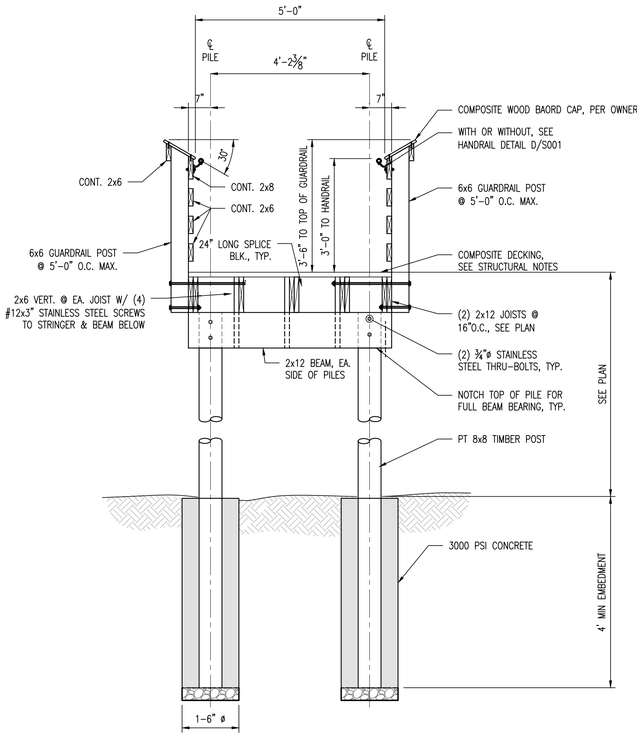
9.9. PRE-DRILL LEAD HOLES FOR LAG SCREWS AS FOLLOWS:

9.9.1. 3/8"ø LAG SCREWS - LEAD HOLE TO BE 15/64"ø
9.9.2. 1/2"ø LAG SCREWS - LEAD HOLE TO BE 5/16"ø
9.9.3. 5/8"ø LAG SCREWS - LEAD HOLE TO BE 13/32"ø
9.9.4. 3/4"ø LAG SCREWS - LEAD HOLE TO BE 3/4"ø

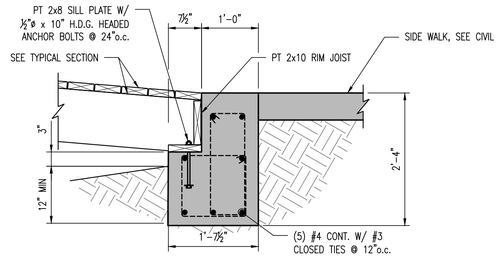
10. COMPOSITE DECKING

10.1. ALL DECKING SHALL BE THE MOISTURESHIELD VANTAGE SERIES AS FOLLOWS.

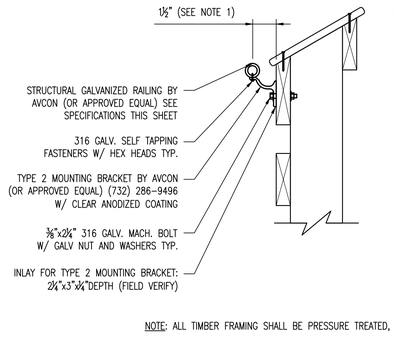
10.2. 2x6 SOLID DECKING WITH (3) 3" 316 STAINLESS STEEL SURFACE ATTACHED SCREWS AT EACH SUPPORT. ALL SCREWS SHALL BE COUNTERSUNK AND PLUGGED USING THE PRO PLUG SYSTEM APPROVED ALTERNATIVE. PLUGS SHALL BE INSTALLED IMMEDIATELY AFTER EACH SCREW INSTALLATION. PRE-DRILL A 3/16" DIAMETER HOLE IN DECKING MATERIAL ONLY (NOT THE JOIST). COUNTERSINK HOLE PER PLUG MANUFACTURER'S REQUIREMENTS.



TYP WOOD RAMP DETAIL A
SCALE: 1/2"=1'-0"
S001



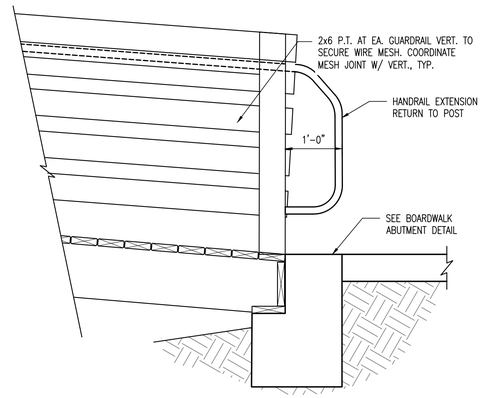
BOARDWALK ABUTMENT DETAIL B
SCALE: 3/4"=1'-0"
S101



NOTES:
1) PER ADA REQUIREMENTS: HANDRAIL SHALL BE ANCHORED TO PROVIDE CLEAR SPACE OF 1 1/2" FROM BACK OF HANDRAIL TO FACE OF 2x6 - INLAY TYPE 2 BRACKET AS REQD. TO ACHIEVE 1 1/2" CLEARANCE. INLAYS SHALL BE CONSTRUCTED UTILIZING ROUTER TEMPLATES AND VISUAL QUALITY.
2) WHERE RAMP SYSTEMS TERMINATE, ADA HANDRAIL SHALL EXTEND 18" BEYOND THE TOE OF THE RAMP, PARALLEL WITH THE WALKING SURFACE.
3) CONTRACTOR TO PROVIDE ADA HANDRAIL IN LOCATIONS WHERE BOARDWALK SLOPE IS 5% OR GREATER.
4) HANDRAIL TO HAVE FLAT OR LEVEL EXTENSION OF 12" MIN. PAST THE EXTENT OF THE SLOPED PORTION. EXTENSION TO OCCUR AT TOP AND BOTTOM OF SLOPED AREA, TYP.

NOTE: ALL TIMBER FRAMING SHALL BE PRESSURE TREATED, SEE STRUCTURAL NOTES

ADA HANDRAIL DETAIL C
SCALE: 1 1/2"=1'-0"
S001



GUARDRAIL TERMINATION DETAIL D
SCALE: 3/4"=1'-0"
S001

REVISIONS

NO.	DATE	DESCRIPTION	BY

DESIGNED BY	PMM
DRAWN BY	KJB
CHECKED BY	
APPROVED BY	

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

LEGEND AND NOTES

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

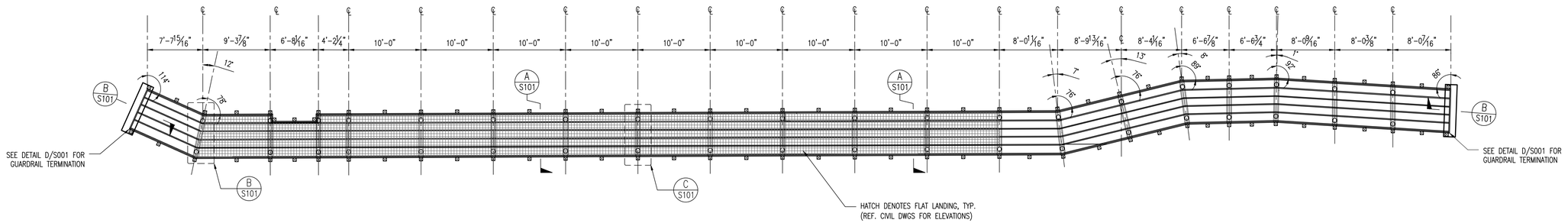
LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

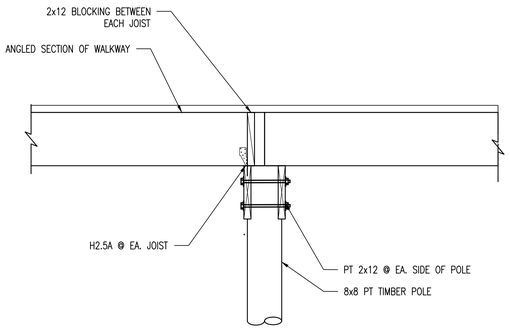
PROJECT NO.: 15-0513.002
SCALE: AS SHOWN
DATE: 10/17/2025
DRAWING: S001

KEVER | MCKEE ENGINEERING
1624 Metropolitan Blvd., Ste. A
Tallahassee, Florida 32308
Office: 850.727.5367
Authorization No. 31293



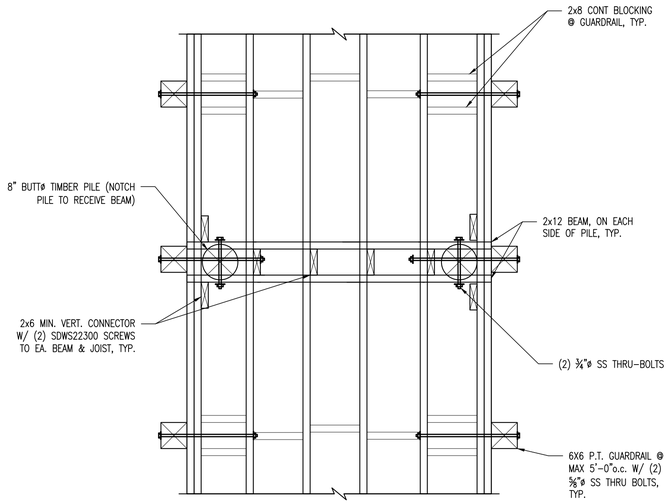
BOARDWALK PLAN

SCALE: ⅛" = 1'-0"



TYP. WALKWAY DETAIL A S101

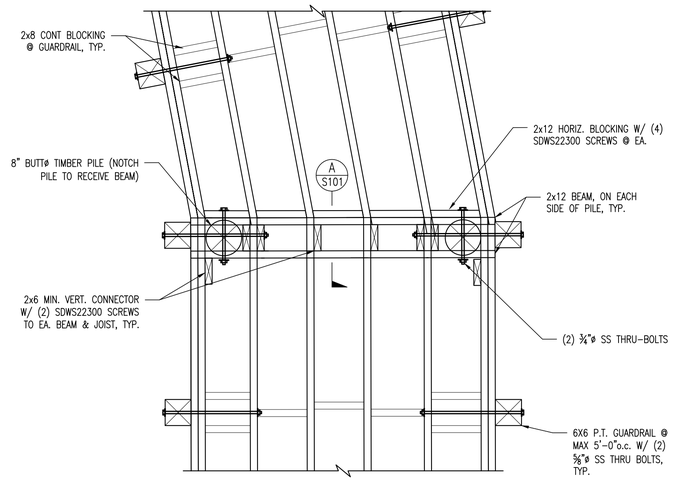
SCALE: ¾"=1'-0"



NOTE: ALL TIMBER FRAMING SHALL BE PRESSURE TREATED, SEE STRUCTURAL NOTES

TYP. BOARDWALK FRAMING DETAIL B S101

SCALE: ¾"=1'-0"



NOTE: ALL TIMBER FRAMING SHALL BE PRESSURE TREATED, SEE STRUCTURAL NOTES

TYP. BOARDWALK FRAMING DETAIL C S101

SCALE: ¾"=1'-0"

REVISIONS

NO.	DATE	DESCRIPTION	BY

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED BY
PMM	KJB		

LEON COUNTY DEPARTMENT OF PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FL 32308
PHONE (850) 606-1500
FAX (850) 606-1501

LEGEND AND NOTES

OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS

LEON COUNTY, FLORIDA

DO NOT SCALE THIS DRAWING – DIMENSIONS AND NOTES TAKE PREFERENCE

DRMP
ENGINEERS • SURVEYORS • PLANNERS • SCIENTISTS
Certificate of Authorization No. 2648
1625 Summit Lake Drive, STE 200
Tallahassee, Florida 32317
Phone:850.562.9600 WWW.DRMP.COM

PROJECT NO.: 15-0513.002

SCALE: AS SHOWN

DATE: 10/17/2025

DRAWING: S101

KEVER | MCKEE ENGINEERING
1624 Metropolitan Blvd., Ste. A
Tallahassee, Florida 32308
Office: 850.727.5367
Authorization No. 31293

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

[M OF TALLAHASSEE, LLC] RESPONSE DOCUMENT REPORT

ITB No. BC-2026-007 \ Financial Project ID # 453817-1-58-01 \ Federal-Aid Project No. D325 069 B- Federally Funded

OLD ST. AUGUSTINE ROAD SIDEWALK PROJECT

RESPONSE DEADLINE: July 28, 2026 at 2:00 pm
Report Generated: Tuesday, July 28, 2026

M of Tallahassee, LLC Response

CONTACT INFORMATION

Company:
M of Tallahassee, LLC

Email:
kbrown@moftallahassee.net

Contact:
KRISTY BROWN

Address:
4223 Capital Circle NW
Tallahassee, FL 32303

Phone:
N/A

Website:
N/A

Submission Date:
Jul 28, 2026 1:04 PM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1
Confirmed Jul 28, 2026 9:58 AM by KRISTY BROWN

Addendum #2
Confirmed Jul 28, 2026 9:58 AM by KRISTY BROWN

Addendum #3
Confirmed Jul 28, 2026 9:58 AM by KRISTY BROWN

Addendum #4
Confirmed Jul 28, 2026 9:58 AM by KRISTY BROWN

QUESTIONNAIRE

1. ACCEPTANCE OF COUNTY TERMS AND CONDITIONS*

The terms and conditions associated with this solicitation are set forth in the Agreement contained in the "Attachments" section of this solicitation. By submitting a response, the proposer acknowledges that it has reviewed the Agreement and agrees to comply with and be bound by all terms, conditions, and requirements contained therein.

Leon County objects to and shall not consider any additional terms or conditions submitted by a proposer, including any terms appearing in documents attached to or incorporated within the proposal. Any such additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect.

Failure to agree to the terms and conditions of the solicitation, including the Agreement, or failure to comply with the solicitation requirements, including those specifying information that must be submitted with a proposal, may result in the proposal being deemed non-responsive and rejected.

Confirmed

2. Company Information*

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

Maximum response length: 100 characters

M OF TALLAHASSEE, LLC

3. Taxpayer ID Number*

Provide the company's FEI/EIN Number.

Maximum response length: 15 characters

59-2280870

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.

Confirmed

6. 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

7. 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

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-2026-007 \ Financial Project ID # 453817-1-58-01 \ Federal-Aid Project No. D325 069 B-Federally Funded), the Project Title (OLD ST. AUGUSTINE ROAD SIDEWALK 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.

OLD_ST._AUGUSTINE_RD_SIDEWALK_-_BID_BOND_-_MOT.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. Bid Price Sheet*

Please download the below Bid Price Sheet, complete, and upload.

- Bid Price Sheet - Updated.xlsx

OLD_ST._AUGUSTINE_Bid_Price_Sheet_-_Updated_-_MOT.xlsx

11. Prime Contractor Qualifications*

The primary contractor performing the work shall be prequalified by the Florida Department of Transportation (FDOT) for the Sidewalks Specialty Class of Work (Work Class 40).

Submit work class pre-qualifications required in the solicitation.

FDOT_QUALIFICATION_-_MOT.pdf

12. 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
- Public Entity Crimes Statement, 287.133(3)(A), Florida Statues
- FDOT Form #375-030-50 Conflict of Interest/Confidentiality Certification
- FDOT Form #525-010-46 LAP Certification of Current Capacity
- FDOT Form #375-030-32 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Federal Aid Contracts
- FDOT Form #375-030-91 Vendor Eligibility Check Prior to Contract Award - To be completed by Leon County
- FDOT Form #375-030-33 Certification for Disclosure of Lobbying Activities on Federal Aid Contracts
- FDOT Form #375-030-34 Disclosure of Lobbying Activities
- Equal Opportunity Statement

- Employment Eligibility (E-Verify)
- Affidavit In Compliance with Section 787.06(13), F.S.
- Certification/Debarment Form
- Affidavit Immigration Laws
- FDOT Form #575-060-13 Non Collusion
- Contractor's Business Information

OLD_ST._AUGUSTINE_RD_SIDEWALK_-_ATTACHMENTS_6-21.pdf

13. CONFIDENTIAL, PROPRIETARY OR TRADE SECRET INFORMATION

If necessary, please upload a redacted copy of your submittal.

No response submitted

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

M of Tallahassee, LLC
4223 Capital Circle Northwest
Tallahassee, FL 32303

SURETY:
(Name, legal status and principal place of business)

Ascot Surety & Casualty Company
1020 Highland Colony Parkway, Suite 700
Ridgeland, MS 39157

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)

Board of County Commissioners, Leon County, Florida
301 South Monroe Street
Tallahassee, FL 32301

BOND AMOUNT: $ 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Old St. Augustine Road Sidewalk Project; Tallahassee, FL; Bid Number BC-2026-007; Financial Project ID # 453817-1-58-01; Federal-Aid Project No. D325 069 B-Federally Funded

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 28th day of July, 2026.

Witness
(Witness)

M of Tallahassee, LLC
(Principal) *(Seal)*

By:
(Title) HENRY MAYFIELD, PRESIDENT

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Heather Loyd
(Witness)

Ascot Surety & Casualty Company
(Surety) *(Seal)*

By:
(Title) Lauren Blair, Attorney-in-Fact

ASCOT SURETY & CASUALTY COMPANY CORPORATE SEAL 2021 COLORADO

Ascot Surety & Casualty Company
Ascot Insurance Company
1020 Highland Colony Parkway, Suite 700
Ridgeland, MS 39157

Power of Attorney

KNOW ALL MEN BY THE PRESENTS:
That **Ascot Surety & Casualty Company** and **Ascot Insurance Company**, each a corporation organized and existing under the laws of the State of Colorado (the "Companies"), do hereby constitute and appoint:

Jodi L. Jennings, Mario Medina, Oana R. Dimulescu, Ryan Norman, Emma J. Bryant, Kelli E. Hansen, Alyssa Hunt, Lauren Blair, Ashley Burns, Camille Cruz and Heather Loyd

of Atlanta, GA (city, state) and each its true and lawful Attorney(s)-in-Fact, with full authority to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line is filled in, only within the area and up to the amount therein designated, any and all bonds, undertakings, recognizances, and other contracts of indemnity or writings obligatory in the nature thereof, issued in the course of its surety business, including, without limitation, any and all bid related commitments (including surety consents) and any surety consents required by the Florida Department of Transportation or the Central Florida Expressway Authority, and any documents incident to the release or reduction of retained percentages, final estimates on engineering and construction contracts, or other such writings obligatory in the nature thereof, and to bond the Companies as follows:

Any such obligations in the United States not to exceed $100,000,000.00.

The Companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority Resolutions adopted by the Board of Directors of the Companies, which resolutions are still in effect:

RESOLVED, that any of the Chief Executive Office, the Chief Operating Officer or the Chief Underwriting Officer, acting in conjunction with the head of the surety business line for the Corporation (each an Authorized Individual" and, collectively, the Authorized Individuals"), are authorized to jointly appoint one or more attorneys-in-fact to represent and act for and on behalf of the Corporation in the transaction of the Corporation's surety business to execute (under the common seal of the Corporation if appropriate) bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof:
RESOLVED, that in conjunction with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seals (electronic or otherwise) shall be valid and bonding upon the Corporation when so affixed with respect to any bond, undertaking, recognizance or tother contract of indemnity or writing obligatory in the nature thereof;
RESOLVED, that in connection with the Corporation's transaction of surety business, the facsimile electronic or mechanically reproduced signature of any Authorized Individual, whether made heretofore or hereafter, whenever appearing upon a copy of any Power of Attorney of the Corporation, with signatures affixed as next above noted, shall be valid and binding upon the Corporation with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused these presents with the respective corporate seals and to be executed by the individuals named below who are duly authorized and empowered to execute the Power of Attorney on the Companies' behalf, this 27th day of March 2026.

ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

Matthew Conrad Kramer (Chief Executive Officer)

Tara North (Executive Vice President, Surety)

STATE OF CONNECTICUT)
COUNTY OF FAIRFIELD) ss.

On this 27th day of March 2026, before me came the above named Chief Executive Officer of each Ascot Surety & Casualty Company and Ascot Insurance Company and the head of the surety business line for each of Ascot Surety & Casualty Company and Ascot Insurance Company, to me personally known to be the individuals described herein, and acknowledged that the seals affixed to the preceding instrument and the corporate seals of each Ascot Surety & Casualty Company and Ascot Insurance Company, and that the said corporate seals and signatures were duly affixed and subscribed to said instrument by the authority and direction of said Companies.

KSENIA E. GUSEVA
NOTARY PUBLIC
STATE OF CONNECTICUT
My Commission Expires June 30, 2029

Notary Public Ksenia E Guseva
My commission expires on June 30, 2029

I, the undersigned Secretary of the Company, do hereby certify that the foregoing excerpts of the Resolution adopted by the Board of Directors of the Companies, and the Power of Attorney issued pursuant thereto, are true and correct, and further certify that both the Resolution and the Power of Attorney are still in full force and effect.

This Certificate may be signed by facsimile under and by the authority of the following resolution of the Board of Directors of the Companies.

RESOLVED, that in connection with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney of certificate bearing such facsimile signatures or facsimile seal (electronic or otherwise) shall be valid and binding upon the Corporation when so affixed with respect to any bond, undertaking, recognizances or other contract of indemnity or writing obligatory in the nature thereof;

IN WITNESS WHEREOF; I have hereunto set my hand and affixed the seal of the Companies, this 28th day of July, 20 26.

ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

John Gill, Secretary

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 22,2026

M OF TALLAHASSEE, LLC
4223 CAPITAL CIRCLE N.W.
TALLAHASSEE, FLORIDA 32303

REVISED
RE: CERTIFICATE OF QUALIFICATION

The Department of Transportation has qualified your company for the type of work indicated below.

FDOT APPROVED WORK CLASSES:
DEBRIS REMOVAL (EMERGENCY), DRAINAGE, FENCING, FLEXIBLE PAVING, GRADING, GRASSING, SEEDING AND SODDING, HOT PLANT-MIXED BITUM. COURSES, MINOR BRIDGES, SIDEWALK, Curb & Gutter, Tree Removal, Underground Utilities (Water & Sewer).

Unless notified otherwise, this Certificate of Qualification will expire **3/30/2027**.

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

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

Christian Caban, Chair
Leon County Government

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

M OF TALLAHASSEE, LLC
(Firm Name)

BY _____
(Authorized Representative)

HENRY MAYFIELD
(Printed or Typed Name)

ADDRESS 4223 CAPITAL CIRCLE NW
TALLAHASSEE, FL 32303

EMAIL ADDRESS hmayfield@moftallahassee.net

TELEPHONE 850-562-1022

FAX 850-562-8151

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

The Contractor's Project Manager is:

Name:	HENRY MAYFIELD
Street Address:	4223 CAPITAL CIRCLE NW
City, State, Zip Code:	TALLAHASSEE, FL 32303
Telephone:	850-562-1022
E-mail:	850-562-8151

Notices to the Contractor are to be submitted to:

Name:	SAME AS ABOVE
Street Address:	
City, State, Zip Code:	
Telephone:	
E-mail:	

Attachment #7

SWORN STATEMENT UNDER SECTION 287.133 (3) (a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted for M OF TALLAHASSEE, LLC.
2. This sworn statement is submitted by HENRY MAYFIELD
   Whose business address is: 4223 CAPITAL CIRCLE NW, TALLAHASSEE, FL 32303
   and (if applicable) its Federal Employer Identification Number (FEIN) is 59-2280870.
   (If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:_____
3. My name is HENRY MAYFIELD and my relationship to the entity named above is PRESIDENT
4. I understand that a "public entity crime" as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Section 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record, relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Section 287.133(1) (a), Florida Statutes, means: (1) A predecessor or successor of a person convicted of a public entity crime; or (2) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Section 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the

provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, that statement which I have marked below is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

✓ Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of public entity crime subsequent to July 1, 1989.

____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the Final Order.]

____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the Final Order.]

____ The person or affiliate has not been placed on the convicted vendor list. [Please describe any action taken by or pending with the Department of General Services.]

Date: 07/28/26 Signature: _____

HENRY MAYFIELD

STATE OF: FLORIDA

COUNTY OF: LEON

CITY OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who after first being sworn by me, affixed his/her signature in the space provided above on this 28TH day of JULY, in the year 2026.

My commission expires: _____

Notary Public

KRISTY M. BROWN
Commission # HH 599562
Expires: [illegible]

Print, Type or Stamp of Notary Public

Personally known to me, or Produced Identification:

_____

Type of ID

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

375-030-50
PROCUREMENT
OGC – 1/20

CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department. I further realize that violation of the above mentioned statute would be punishable in accordance with Section 838.22, Florida Statutes..

Advertisement No./ Solicitation No	Description	Financial Project Number(s)
BC-2026-007	OLD ST. AUGUSTINE ROAD SIDEWALK	453817-1-58-01

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
HENRY MAYFIELD		07/28/2026

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Attachment #9

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

LAP CERTIFICATION OF CURRENT CAPACITY

525-010-46
PROGRAM MANAGEMENT
09/20

CONFIDENTIAL per Ch 337.14(1) F.S.

For bids to be received on 07/28/2026
(Letting Date)

Fill in your FDOT Vendor Number
VF 592280870002
(Only applicable to FDOT pre-qualified contractors)

CERTIFICATE

I hereby certify that the amount of any proposal submitted by this bidder for the above letting does not exceed the amount of the Firm's CURRENT CAPACITY (maximum capacity rating less total uncompleted work).

The total uncompleted work as shown on the "Status of Contracts on Hand" report (page 2) $ 56,749,273

I further certify that the "Status of Contracts on Hand" report (page 2) was prepared as follows:

1. If the letting is before the 25th day of the month, the certificate and report reflect the uncompleted work as of the 15th day of the month, last preceding the month of the letting.

2. If the letting is after the 25th day of the month, the certificate and report reflects the uncompleted work in progress as of the 15th day of the month of the letting.

3. All new contracts (and subcontracts) awarded earlier than five days before the letting date are included in the report and charged against our total rating.

I certify that the information above is correct.

Sworn to and subscribed this 28TH day of JULY, 20 26

M OF TALLAHASSEE, LLC
NAME OF FIRM

By: [signature]
HENRY MAYFIELD, PRESIDENT
Title

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

STATUS OF CONTRACTS ON HAND

(Furnish complete information about all your contracts, whether prime or subcontracts; whether in progress or awarded, but not yet begun; and regardless of whom contracted with.)

1	2	3	4	5	6
PROJECTS OWNER, LOCATION AND DESCRIPTION	CONTRACT (OR SUBCONTRACT) AMOUNT	AMOUNT SUBLET TO OTHERS	BALANCE OF CONTRACT AMOUNT	UNCOMPLETED AMOUNT TO BE DONE BY YOU	
				AS PRIME CONTRACTOR	AS SUBCONTRACTOR
T3671 - SR 263 (Capital Circle), From CR 2203 (Springhill Road) to SR 371 (Orange Ave.)	$65,100,142	$27,517,896	$37,582,246	$351,049	
E3Z04 - SR 263 (Capital Circle) from SR 61 (Crawfordville Road) to CR 2203 (Springhill Road)	$64,212,256	$17,793,565	$46,418,692	$35,994,829	
AIRPORT ACCESS & ROADWAY REALIGNMENT City of Tallahassee Tallahassee, FL	$12,254,637	$4,706,818	$7,547,820	$1,194,809	
ABILENE ACRES 68 Ventures Tallahassee, FL	$13,264,793	$1,725,343	$11,539,450	$3,280,316	
FL STATE EOC Perry-McCall Construction Tallahassee, FL	$10,213,411	$2,292,232	$7,921,179		$325,310
TAXIWAY B REHAB City of Tallahassee Tallahassee, FL	$37,053,200	$13,476,536	$23,576,664	$13,416,082	
CAMELLIA OAKS PH 3 Camellia Oak, LLC Tallahassee, FL	$5,050,928	$690,813	$4,360,115	$57,849	
SOUTHSIDE TRIANGLE WATER & SEWER IMPROV. City of Tallahassee Tallahassee, FL	$9,611,433	$578,410	$9,033,023	$1,657,532	
MISC.	$11,218,258	$2,535,748	$8,682,511	$400,400	$71,097
NOTE: Columns 2 and 3 to show total contract (or subcontract) amounts. Column 4 to be difference between columns 2 and 3. Amount in columns 5 or 6 to be uncompleted portion of amount in column 4. All amounts to be shown to nearest $100. The Contractor may consolidate and list as a single item all contracts which, individually, do not exceed 3% of total, and which, in the aggregate, amount to less than 20% of the total.			TOTALS	$56,352,867	$396,407
			TOTAL UNCOMPLETED WORK ON HAND TO BE DONE BY YOU (TOTAL COLUMNS 5 AND 6)	$56,749,273	

Posted on October 5, 2026

Attachment #10

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

375-030-32
PROCUREMENT
11/15

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION- LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS

(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: M OF TALLAHASSEE, LLC

By: HMM

Date: JULY 28, 2026

Title: HENRY MAYFIELD, PRESDIENT

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Instructions for Certification

Instructions for Certification - Lower Tier Participants:
(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost $25,000 or more - 2 CFR Parts 180 and 1200)
a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. “First Tier Covered Transactions” refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). “Lower Tier Covered Transactions” refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). “First Tier Participant” refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the $25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (https://www.epls.gov/), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Vendor Eligibility Check Prior to Contract Award

Project Description(s): OLD ST. AUGUSTINE ROAD SIDEWALK

Financial Project Number(s): 453817-1-58-01

In accordance with State law:

The Convicted Vendor List/ Discriminatory Vendor List / Suspended Vendor List/Antitrust Violator Vendor List/Scrutinized List of Prohibited Companies/Federal Excluded Parties List are available at the following Department of Management Services site:

http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists

A public entity may not accept any bid, proposal, or reply from, award any contract to, or transact any business in excess of the threshold amount provided in s. 287.017. F.S., for CATEGORY TWO with any person or affiliate on the convicted vendor list for a period of 36 months following the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133(3)(f), F.S. A public entity that was transacting business with a person at the time of the commission of a public entity crime resulting in that person being placed on the convicted vendor list may not accept any bid, proposal, or reply from, award any contract to, or transact any business with any other person who is under the same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

A contract award (reference 2 CFR 1200 and 2 CFR 180) must not be made to parties listed on the government-wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." Pursuant to 23 CFR 172.7(b)(3), a contracting agency shall verify suspension and debarment actions and eligibility status of consultants and subconsultants prior to entering into an agreement or contract in accordance with 2 CFR part 1200 and 2 CFR part 180, when the identities of such subconsultants are known prior to execution of the subject agreement or contract. The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Section 287.135, F.S. prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel. Section 287.135, F.S. also prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of $1,000,000 or more, if the company is on either the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Terrorism Sectors Lists which are created pursuant to s. 215.473, F.S.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

Vendor Eligibility Check Prior to Contract Award

The List of Scrutinized Companies that Boycott Israel, and the Scrutinized List of Prohibited Companies (Activities in Sudan/Iran Terrorism Sectors) are available at the following Florida State Board of Administration site:

https://www.sbafla.com/governance/global-governance-mandates

***Please note that the two lists are under separate links on the same site.**

I have checked the aforementioned lists that apply to this procurement, as applicable to verify that the vendor (and all subs where known) is eligible for contract award/execution:

Procurement Office or Contracting Awarding Office:

Melanie Hooley
Printed Name

Melanie Hooley
Signature

Date: 7/28/2026

Type text here

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

375-030-33
PROCUREMENT
01/24

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant: M OF TALLAHASSEE, LLC

By: HENRY MAYFIELD Date: 07/28/26

Authorized Signature: _____

Title: PRESIDENT

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/25

Is this form applicable to your firm?
YES ☐ NO ☑
If *no*, then please complete section 4 below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	**2. Status of Federal Action:** a. bid/offer/application b. initial award c. post-award	**3. Report Type:** a. initial filing b. material change **For Material Change Only:** Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)

4. Name and Address of Reporting Entity: ☑ Prime ☐ Subawardee Tier _____, *if known*: M OF TALLAHASSEE, LLC 4223 CAPITAL CIRCLE NW TALLAHASSEE, FL 32303 Congressional District, *if known*: 4c _____	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ Congressional District, *if known*: _____
6. Federal Department/Agency:	**7. Federal Program Name/Description:** Assistance Listing Number (ALN), *if applicable*: _____
8. Federal Action Number, *if known*:	**9. Award Amount,** *if known*: $ _____
10. a. Name and Address of Lobbying Registrant (*if individual, last name, first name, MI*):	**b. Individuals Performing Services** (*including address if different from No. 10a*) (*last name, first name, MI*):
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: H M U C Print Name: HENRY MAYFIELD Title: PRESIDENT Telephone No.: 850-562-1022 Date (mm/dd/yyyy): 07/28/2026

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the fullname, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

    (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

DBE BID PACKAGE INFORMATION

DBE Utilization

The Department began its DBE race neutral program January 1, 2000. **Contract specific goals are not placed on Federal/State contracts;** however, the Department has an overall 10.54% DBE goal it must achieve. In order to assist contractors in determining their DBE commitment level, the Department has reviewed the estimates for this letting.

As you prepare your bid, please monitor potential or anticipated DBE utilization for contracts. When the low bidder executes the contract with the Department, information will be requested of the contractor's DBE participation for the project. While the utilization is not mandatory in order to be awarded the project, continuing utilization of DBE firms on contracts supports the success of Florida's DBE Program, and supports contractors' Equal Employment Opportunity and DBE Affirmative Action Programs.

Any project listed as 0% DBE availability does not mean that a DBE may not be used on that project. A 0% DBE availability may have been established due to any of the following reasons: limited identified subcontracting opportunities, minimal contract days, and/or small contract dollar amount. Contractors are encouraged to identify any opportunities to subcontract to DBE's.

Please contact the Equal Opportunity Office at (850) 414-4747 if you have any questions regarding this information.

DBE Reporting

If you are the prime contractor on a project, enter your DBE participation in the Equal Opportunity Compliance system prior to the pre-construction or pre-work conference for all federal and state funded projects. This **will not** become a mandatory part of the contract. It will assist the Department in tracking and reporting planned or estimated DBE utilization. During the contract, the prime contractor is required to report actual payments to DBE and MBE subcontractors through the web-based Equal Opportunity Compliance (EOC) system.

All DBE payments must be reported whether or not you initially planned to utilize the company. In order for our race neutral DBE Program to be successful, your cooperation is imperative. If you have any questions, please contact EOOHelp@dot.state.fl.us.

Bid Opportunity List

The Federal DBE Program requires States to maintain a database of all firms that are participating or attempting to participate on FDOT-assisted contracts. The list must include all firms that bid on prime contracts or bid or quote subcontracts on FDOT-assisted projects, including both **DBE's and non-DBEs.**

Please complete the Bidders Opportunity List through the Equal Opportunity Compliance system within 3 business days of submission of the bid or proposal for ALL subcontractors or sub-consultants who quoted to you for specific project for this letting. The web address to the Equal Opportunity Compliance system is: https://www.fdot.gov/equalopportunity/eoc.shtm.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
DBE BID PACKAGE INFORMATION

DBE/AA Plans

Contractors bidding on FDOT contracts are to have an approved DBE Affirmative Action Plan (FDOT Form 275-030-11B) on file with the FDOT Equal Opportunity Office before execution of a contract. DBE/AA Plans must be received with the contractors bid or received by the Equal Opportunity Office prior to the award of the contract.

Plans are approved by the Equal Opportunity Office in accordance with Ch. 14-78, Florida Administrative Code. Plans that do not meet these mandatory requirements may not be approved. Approvals are for a (3) three year period and should be updated at anytime there is a change in the company's DBE Liaison Officer and/or President. Contractors may evidence adoption of the DBE/AA Policy and Plan and/or a change in the designated DBE Liaison officer as follows:

- Print the first page of the document on company stationery ("letterhead") that indicates the company's name, mailing address, phone number, etc.
- Print the company's name in the "___" space; next to "Date" print the month/day/year the policy is being signed; record the signature of the company's Chief Executive Officer, President or Chairperson in the space next to "by" and print the full first and last name and position title of the official signing the policy.
- Print the DBE Liaison's full name, email address, business mailing address and phone number the bottom of email.

E-mail the completed and signed DBE AA Plan to: **eeoforms@dot.state.fl.us.**

The Department will review the policy, update department records and issue a notification of approval or disapproval; a copy of the submitted plan will not be returned to the contractor.

EQUAL OPPORTUNITY STATEMENT

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

Signed: _____

Title: PRESIDENT

Firm: M OF TALLAHASSEE, LLC

Address: 4223 CAPITAL CIRCLE NW
TALLAHASSEE, FL 32303

M OF TALLAHASSEE, LLC
LIMITED LIABILITY COMPANY
SEAL
DELAWARE
2026

Attachment #16

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 HENRY MAYFIELD

07/28/26
Date

M OF TALLAHASSEE, LLC
LIMITED LIABILITY COMPANY
SEAL
DELAWARE
2026

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.

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

SIGNATURE OF AFFIANT

Affiant's Name: HENRY MAYFIELD
Title: PRESIDENT
Entity: M OF TALLAHASSEE, LLC

STATE OF FLORIDA
COUNTY OF LEON

Sworn to (or affirmed) and subscribed before me by means of [X] physical presence or [____] online notarization, this 28TH day of JULY, 2026, by HENRY MAYFIELD (Affiant's Name).

KRISTY M. BROWN
Commission # HH 599562
Expires October 20, 2028

(Signature of Notary Public)
(Print, Type, or Stamp Commissioned Name of Notary and Affix Notary Seal)

[✓] 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.

Attachment #18

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.

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Signature HENRY MAYFIELD

PRESIDENT
Title

M OF TALLAHASSEE, LLC
Contractor/Firm

4223 CAPITAL CIRCLE NW, TALLAHASSEE, FL 32303
Address

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 (AINA@).

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: M OF TALLAHASSEE, LLC

Signature: _____ Title: PRESIDENT

HENRY MAYFIELD

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

STATE OF FLORIDA

COUNTY OF LEON

Sworn to and subscribed before me this 28TH day of JULY, 2026.

Personally known X

_____
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of FLORIDA

_____
(Type of Identification)

My commission expires:

NOTARY PUBLIC STATE OF FLORIDA
KRISTY M. BROWN
Commission # HH 599562
Expires October 20, 2028

_____
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.

Attachment #20

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

NON-COLLUSION DECLARATION AND COMPLIANCE WITH 49 CFR § 29

ITEM/SEGMENT NO.: 453817-1-58-01
F.A.P. NO.: D325-069 B
MANAGING DISTRICT: 3
PARCEL NO.:
COUNTY OF: LEON
BID LETTING OF: OLD ST. AUGUSTINE ROAD SIDEWALK

I, HENRY MAYFIELD (NAME), hereby declare that I am

PRESIDENT (TITLE) of M OF TALLAHASSEE, LLC (FIRM)

of TALLAHASSEE, FLORIDA (CITY AND STATE)

and that I am the person responsible within my firm for the final decision as to the price(s) and amount of this Bid on this State Project.

I further declare that:

1. The prices(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition with any other contractor, bidder or potential bidder.

2. Neither the price(s) nor the amount of this bid have been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to the bid opening.

3. No attempt has been made or will be made to solicit, cause or induce any other firm or person to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.

4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary bid.

5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by any firm or person to refrain from bidding or to submit a complementary bid on this project.

6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting a complementary bid, or agreeing to do so, on this project.

7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this Declaration.

8. As required by Section 337.165, Florida Statutes, the firm has fully informed the Department of Transportation in writing of all convictions of the firm, its affiliates (as defined in Section 337.165(l)(a), Florida Statutes), and all directors, officers, and employees of the firm and its affiliates for violation of state or federal antitrust laws with respect to a public contract or for violation of any state or federal law involving fraud, bribery, collusion, conspiracy or material misrepresentation with respect to a public contract. This includes disclosure of the names of current employees of the firm or affiliates who were convicted of contract crimes while in the employ of another company.

Attachment #20

9. I certify that, except as noted below, neither my firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of Federal funds:

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 49 CFR §29.110(a), by any Federal department or agency;

(b) has within a three-year period preceding this certification been convicted of or had a civil judgment rendered against him or her for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, State or local government transaction or public contract; violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

(c) is presently indicted for or otherwise criminally or civilly charged by a Federal, State or local governmental entity with commission of any of the offenses enumerated in paragraph 9(b) of this certification; and

(d) has within a three-year period preceding this certification had one or more Federal, State or local government public transactions terminated for cause or default.

10. I(We), certify that I(We), shall not knowingly enter into any transaction with any subcontractor, material supplier, or vendor who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this contract by any Federal Agency unless authorized by the Department.

Where I am unable to declare or certify as to any of the statements contained in the above stated paragraphs numbered (1) through (10), I have provided an explanation in the "Exceptions" portion below or by attached separate sheet.

EXCEPTIONS:

(Any exception listed above will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of agency action. Providing false information may result in criminal prosecution and/or administrative sanctions.)

I declare under penalty of perjury that the foregoing is true and correct.

CONTRACTOR: M OF TALLAHASSEE, LLC (Seal)

BY: HENRY MAYFIELD, PRESIDENT WITNESS:
NAME AND TITLE PRINTED

BY: WITNESS:
SIGNATURE

M OF TALLAHASSEE, LLC LIMITED LIABILITY COMPANY SEAL DELAWARE 2026

Executed on this 28TH day of JULY, 2026

FAILURE TO FULLY COMPLETE AND EXECUTE THIS DOCUMENT MAY RESULT IN THE BID BEING DECLARED NONRESPONSIVE

Attachment #20

REQUIRED CONTRACT PROVISIONS

This certification applies to subcontractors, material suppliers, vendors and other lower tier participants.

- Appendix B of 49 CFR Part 29 –

Appendix B—Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Attachment #21

CONTRACTOR'S BUSINESS INFORMATION

COMPANY INFORMATION

Name: M OF TALLAHASSEE, LLC	
Street Address: 4223 CAPITAL CIRCLE NW	
City, State, Zip: TALLAHASSEE, FL 32303	
Taxpayer ID Number: 59-2280870	
Telephone: 850-562-1022	Fax: 850-562-8151
Trade Style Name: U/G UTLITY & SITEWORK CONTRACTOR	

TYPE OF BUSINESS ORGANIZATION (*check one*)

	Sole Proprietorship	X	Limited Liability Company
	General Partnership		Joint Venture
	Limited Partnership		Trust
	Corporation		Other *(specify)*
	Sub-chapter S Corporation		

State of Incorporation: FLORIDA Date Established: 07/09/2026

AUTHORIZED SIGNATORIES/NEGOTIATORS

The Bidder represents that the following persons are authorized to sign and/or negotiate contracts and related documents to which the bidder will be duly bound:

Name	Title	Telephone	E-Mail
HENRY MAYFIELD	PRESIDENT	850-562-1022	hmayfield@moftallahassee.net

Attachment #21

FLORIDA CONSTRUCTION INDUSTRIES LICENSING BOARD

Please provide the following information for all licenses required by Florida Statutes of the Prime Contractor for the performance of the work in this project.

Primary Licensee: HENRY MAYFIELD	
License Type: UNDERGROUND UTILITY & EXCAVATION CONTRACTOR	
License Number: CUC1224734	Expiration Date: 08/31/2028
Qualified Business License (certificate of authority) number:	
Alternate Licensee:	
License Type:	
License Number:	Expiration Date:

Bidder may use additional sheets to provide information for all applicable licenses and shall provide copies of each license as a part of the bid submittal.

LIST COMPANIES FROM WHOM YOU OBTAIN SURETY BONDS

Surety Company 1

Company Name	ASCOT SURETY & CASUALTY COMPANY
Contact's Name	
Telephone	601-853-4949
Fax	
Address	1020 HIGHLAND COLONY PARKWAY, STE. 700 RIDGELAND, MS 39157

Surety Company 2

Company Name	
Contact's Name	
Telephone	
Fax	
Address	

Present Amount of Bonding Coverage ($):	Has your application for surety bond ever been declined?	During the past 2 years, have you been charged with a failure to meet the claims of your subcontractors or suppliers?
$100,000,000.00	☐ Yes ☑ No *(If yes, please provide detailed information on reverse)*	☐ Yes ☒ No *(If yes, please provide detailed information on reverse)*

THE UNDERSIGNED, A DULY AUTHORIZED OFFICER OR EMPLOYEE, HEREBY CERTIFIES THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND HAS HEREUNTO SET HIS SIGNATURE

THIS 28TH **DAY OF** JULY, **20**26.

M OF TALLAHASSEE, LLC
LIMITED LIABILITY COMPANY
SEAL
DELAWARE
2026

By: Henry Mayfield

Printed Name and Title: HENRY MAYFIELD, PRESIDENT

BID Pricing Sheet
OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS
LEON COUNTY DEPARTMENT OF PUBLIC WORKS

Fill in blue fields ONLY

LAFAYETTE TO Paul Russell

DATE: 4/27/2026

FDOT PAY ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
0101 1	MOBILIZATION (10%)	1	LS	$65,100.00	$65,100.00
0110 1 1	CLEARING AND GRUBBING (INCLUDING BUT NOT LIMITED TO ALL ASPHALT, TREES, PIPES, STRUCTURES, CURB, FENCE, ETC)	1	LS	$61,332.00	$61,332.00
0102 1	MAINTENANCE OF TRAFFIC	1	LS	$71,400.00	$71,400.00
0110 21/ 0104 10 3	EROSION CONTROL & TREE PROTECTION	1	LS	$30,000.00	$30,000.00
0110 15 1	ARBORIST WORK, TREE TRIMMING - LIMBS/ROOTS	1	LS	$20,000.00	$20,000.00
0120 1/ 0210 6	EARTHWORK/GRADING	1	LS	$65,000.00	$65,000.00
0160 4	TYPE B STABILIZATION	272	SY	$10.00	$2,720.00
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B (TYPE SP-9.5)	21	TN	$350.00	$7,350.00
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B (TYPE SP-12.5)	31	TN	$350.00	$10,850.00
430982121	MITERED END SECTION, OPTIONAL ROUND, 12" CD	1.0	EA	$2,000.00	$2,000.00
430175112	PIPE CULV, RCP, ROUND, 12" S/CD	12	LF	$200.00	$2,400.00
0425 1910	INLETS, CLOSED FLUME	1	EA	$12,222.00	$12,222.00
0515 1 2	PIPE HANDRAIL - GUIDERAIL, ALUMINUM	139	LF	$66.00	$9,174.00
0520 1 10	CONCRETE CURB & GUTTER (TYPE F-MODIFIED)	850	LF	$39.25	$33,362.50
520 1 10 (Mod)	CONCRETE CURB & GUTTER (TYPE F-MODIFIED, SKIP)	478	LF	$39.25	$18,761.50
0520 2 4	SIDEWALK CURB	65	LF	$39.25	$2,551.25
0522 2	CONCRETE SIDEWALK, BUS PAD, AND DRIVEWAYS (6" TH)	1,451	SY	$97.79	$141,893.29
522 1 (Mod)	ALTERNATE SIDEWALK (6" TH, ON GRADE, SAND BASE)	637	SY	$97.98	$62,413.26
LC001	BOARDWALK	183	LF	$486.00	$88,938.00
0550 10410	REPLACE EXISITNG FENCE	165	LF	$40.00	$6,600.00
0527 2	DETECTABLE WARNINGS	182	SF	$40.00	$7,280.00
0536 1 1	GUARDRAIL -ROADWAY, GENERAL TL-3	250	LF	$30.00	$7,500.00
0536 85 20	GUARDRAIL END TREATMENT- TRAILING ANCHORAGE	1	EA	$2,400.00	$2,400.00
0536 85 24	GUARDRAIL END TREATMENT- PARALLEL APPROACH TERMINAL	1	EA	$3,960.00	$3,960.00
0570 1 2	PERFORMANCE TURF (SOD)	1645	SY	$6.00	$9,870.00
0700 1 11	SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	6	EA	$540.00	$3,240.00
0700 1 50	SINGLE POST SIGN, RELOCATE	4	EA	$210.00	$840.00
0700 3503	PRESCHOOL SIGN RELOCATE	1	EA	$330.00	$330.00
1060 15	COMMUNICATION VAULT ADJUSTMENT	1	EA	$2,500.00	$2,500.00
0711 11123	THERMOPLASTIC, STD. WHITE SOLID 12"	684	LF	$6.00	$4,104.00
0711 11125	THERMOPLASTIC, STD. WHITE SOLID 24"	110	LF	$10.80	$1,188.00
711-11-160	THERMOPLASTIC, STANDARD, WHITE, MESSAGE OR SYMBOL	6	EA	$360.00	$2,160.00
630-2-11	CONDUIT, FURNISH & INSTALL, OPEN TRENCH	125	LF	$30.00	$3,750.00
630-2-12	CONDUIT, FURNISH & INSTALL, DIRECTIONAL BORE	27	LF	$120.00	$3,240.00
630-2-14	CONDUIT, FURNISH & INSTALL, ABOVEGROUND	5	LF	$60.00	$300.00
635-2-11	PULL & SPLICE BOX, F&I, 13" x 24" COVER SIZE	3	EA	$1,800.00	$5,400.00
639-1-121	ELECTRICAL POWER SERVICE, F&I, UNDERGROUND, METER FURNISHED BY POWER COMPANY	1	AS	$3,600.00	$3,600.00
639-2-1	ELECTRICAL SERVICE WIRE, FURNISH & INSTALL	152	LF	$6.00	$912.00
639-3-11	ELECTRICAL SERVICE DISCONNECT, F&I, POLE MOUNT	1	EA	$1,440.00	$1,440.00
641-2-12	PRESTRESSED CONCRETE POLE, F&I, TYPE P-II SERVICE POLE	1	EA	$3,600.00	$3,600.00
654-2-12	MIDBLOCK CROSSWALK: RECTANGULAR RAPID FLASHING BEACON, FURNISH & INSTALL-AC, COMPLETE SIGN	2	AS	$24,000.00	$48,000.00
WMA/ 0425 6 1	ADJUSTWATER METER	1	EA	$500.00	$500.00
1080 21500	ADJUST FIBER OPTIC VAULT LID TO BE FLUSH WITH SIDEWALK	1	EA	$6,000.00	$6,000.00
6336	RELOCATE/ADJUST FIBER OPTIC WITNESS POST	1	EA	$180.00	$180.00
0110 7 1	MAILBOX RELOCATION	3	EA	$250.00	$750.00
				TOTAL:	$837,111.80

"General Decision Number: FL20260256 01/02/2026

Superseded General Decision Number: FL20250256

State: Florida

Construction Type: Highway

County: Leon County in Florida.

HIGHWAY CONSTRUCTION PROJECTS

Modification Number	Publication Date
0	01/02/2026

SUFL2022-025 06/27/2024

	Rates	Fringes
CARPENTER	$ 19.66	0.00
CEMENT MASON/CONCRETE FINISHER	$ 17.53	0.00
ELECTRICIAN	$ 28.25	7.38
IRONWORKER	$ 24.16	0.00
LABORER: Asphalt, Includes Raker, Shoveler, Spreader and Distributor	$ 14.22	0.00
LABORER: Common or General	$ 14.81	0.62
LABORER: Mason Tender - Cement/Concrete	$ 20.24	2.01
LABORER: Pipelayer	$ 16.72	0.00
LABORER: Grade Checker	$ 17.21	0.00
OPERATOR: Backhoe/Excavator/Trackhoe	$ 22.27	0.84
OPERATOR: Bobcat/Skid Steer/Skid Loader	$ 19.99	0.00
OPERATOR: Boom	$ 33.61	11.50
OPERATOR: Broom/Sweeper	$ 16.46	0.00
OPERATOR: Bulldozer	$ 17.48	0.00
OPERATOR: Crane	$ 28.42	0.00
OPERATOR: Grader/Blade	$ 19.25	0.00
OPERATOR: Loader	$ 17.54	0.00
OPERATOR: Mechanic	$ 29.69	0.00
OPERATOR: Milling Machine	$ 19.68	0.00
OPERATOR: Paver (Asphalt, Aggregate, and Concrete)	$ 20.29	0.00

OPERATOR: Piledriver.....$ 22.98 0.00

OPERATOR: Roller.....$ 16.20 0.00

OPERATOR: Scraper.....$ 15.54 0.00

OPERATOR: Screed.....$ 19.24 0.00

OPERATOR: Tractor.....$ 16.91 0.66

PAINTER.....$ 21.02 0.00

TRAFFIC CONTROL PERSON.....$ 15.71 0.00

TRUCK DRIVER: Dump Truck.....$ 20.73 0.92

TRUCK DRIVER: Flatbed Truck.....$ 19.46 0.00

TRUCK DRIVER: Lowboy Truck.....$ 22.34 1.01

TRUCK DRIVER: Off the Road
Truck.....$ 16.55 0.00

TRUCK DRIVER: Water Truck.....$ 18.27 0.00

TRUCK DRIVER: Distributor
Truck.....$ 20.88 0.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at https://www.dol.gov/agencies/whd/government-contracts.

Note: Executive Order 13658 generally applies to contracts subject to the Davis-Bacon Act that were awarded on or between January 1, 2015 and January 29, 2022, and that have not been renewed or extended on or after January 30, 2022. Executive Order 13658 does not apply to contracts subject only to the Davis-Bacon Related Acts regardless of when they were awarded. If a contract is subject to Executive Order 13658, the contractor must pay all covered workers at least $13.30 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2025. The applicable Executive Order

minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under Executive Order 13658 is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (iii)).

The body of each wage determination lists the classifications and wage rates that have been found to be prevailing for the type(s) of construction and geographic area covered by the wage determination. The classifications are listed in alphabetical order under rate identifiers indicating whether the particular rate is a union rate (current union negotiated rate), a survey rate, a weighted union average rate, a state adopted rate, or a supplemental classification rate.

Union Rate Identifiers

A four-letter identifier beginning with characters other than ""SU"", ""UAVG"", ?SA?, or ?SC? denotes that a union rate was prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2024. PLUM is an identifier of the union whose collectively bargained rate prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2024 in the example, is the effective date of the most current negotiated rate.

Union prevailing wage rates are updated to reflect all changes over time that are reported to WHD in the rates in the collective bargaining agreement (CBA) governing the classification.

Union Average Rate Identifiers

The UAVG identifier indicates that no single rate prevailed for those classifications, but that 100% of the data reported for the classifications reflected union rates. EXAMPLE: UAVG-OH-0010 01/01/2024. UAVG indicates that the rate is a weighted union average rate. OH indicates the State of Ohio. The next number, 0010 in the example, is an internal number used in producing the wage determination. The date, 01/01/2024 in the example, indicates the date the wage determination was updated to reflect the most current union average rate.

A UAVG rate will be updated once a year, usually in January, to reflect a weighted average of the current rates in the collective bargaining agreements on which the rate is based.

Survey Rate Identifiers

The ""SU"" identifier indicates that either a single non-union rate prevailed (as defined in 29 CFR 1.2) for this classification in the survey or that the rate was derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As a weighted

average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SUFL2022-007 6/27/2024. SU indicates the rate is a single non-union prevailing rate or a weighted average of survey data for that classification. FL indicates the State of Florida. 2022 is the year of the survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 6/27/2024 in the example, indicates the survey completion date for the classifications and rates under that identifier.

?SU? wage rates typically remain in effect until a new survey is conducted. However, the Wage and Hour Division (WHD) has the discretion to update such rates under 29 CFR 1.6(c)(1).

State Adopted Rate Identifiers

The ""SA"" identifier indicates that the classifications and prevailing wage rates set by a state (or local) government were adopted under 29 C.F.R 1.3(g)-(h). Example: SAME2023-007 01/03/2024. SA reflects that the rates are state adopted. ME refers to the State of Maine. 2023 is the year during which the state completed the survey on which the listed classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. The date, 01/03/2024 in the example, reflects the date on which the classifications and rates under the ?SA? identifier took effect under state law in the state from which the rates were adopted.

WAGE DETERMINATION APPEALS PROCESS

1) Has there been an initial decision in the matter? This can be:

a) a survey underlying a wage determination
b) an existing published wage determination
c) an initial WHD letter setting forth a position on a wage determination matter
d) an initial conformance (additional classification and rate) determination

On survey related matters, initial contact, including requests for summaries of surveys, should be directed to the WHD Branch of Wage Surveys. Requests can be submitted via email to davisbaconinfo@dol.gov or by mail to:

Branch of Wage Surveys
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

Regarding any other wage determination matter such as conformance decisions, requests for initial decisions should be directed to the WHD Branch of Construction Wage Determinations. Requests can be submitted via email to BCWD-Office@dol.gov or by mail to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.

Washington, DC 20210

2) If an initial decision has been issued, then any interested party (those affected by the action) that disagrees with the decision can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Requests for review and reconsideration can be submitted via email to dba.reconsideration@dol.gov or by mail to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

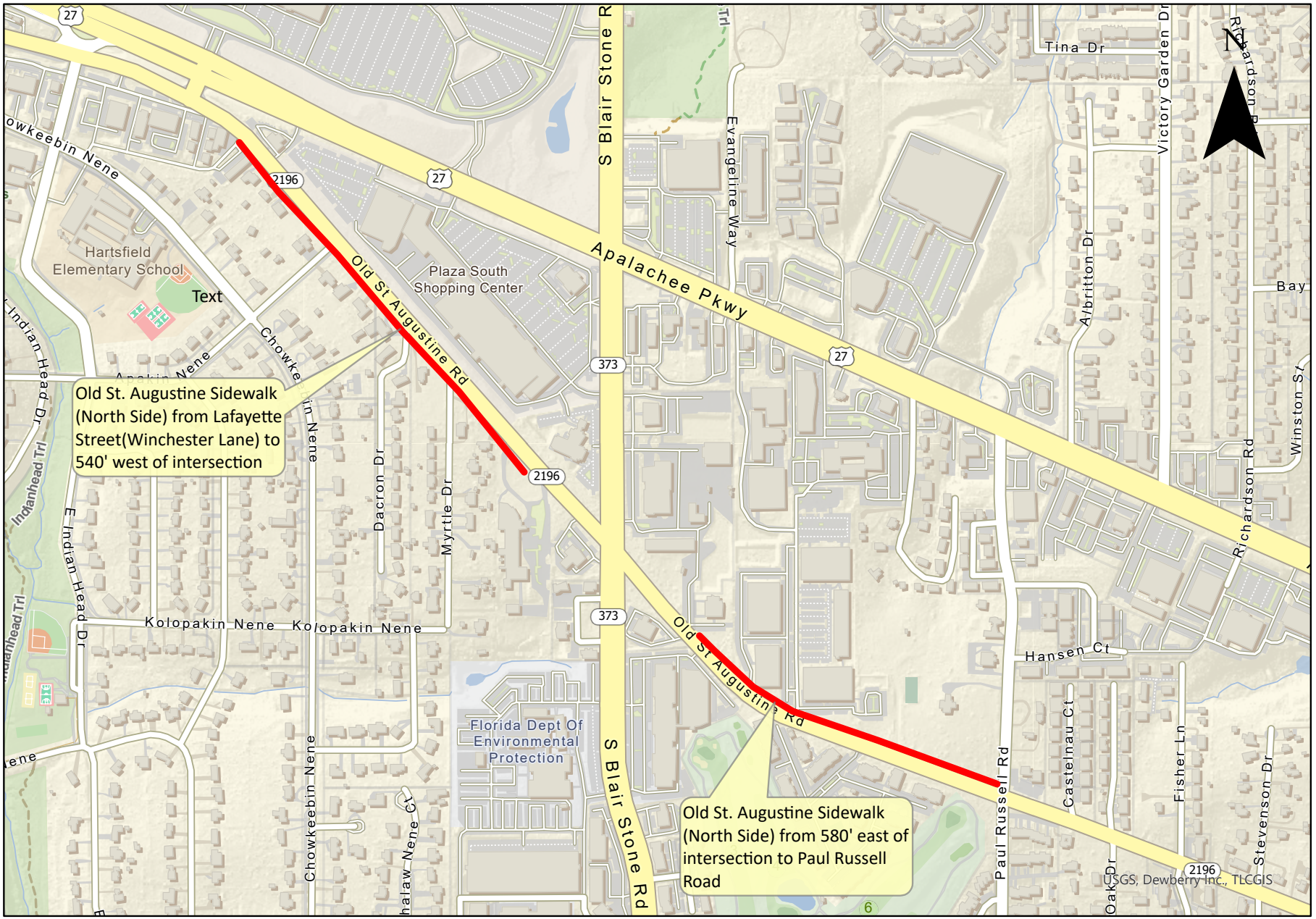
The request should be accompanied by a full statement of the interested party's position and any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210.

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END OF GENERAL DECISION
"



Old St. Augustine Road Sidewalk Project

BID TABULATION SHEET
BC-2026-007

ITB Title: Old St. Augustine Road Sidewalk Project
Opening Date: Tuesday, July 28, 2026 at 2:00pm

Item/Vendor	Hale Contracting	M of Tallahassee	Sandco, LLC	Talcon Group	
Response Cover Sheet	✓	✓	✓	✓	
Bid Bond	✓	✓	✓	✓	
FDOT Pre-Qualifications	✓	✓	✓	✓	
Public Entity Crimes Statement	✓	✓	✓	✓	
Conflict of Interest/Confidentiality Cert	✓	✓	✓	✓	
LAP Certification of Current Capacity	✓	✓	✓	✓	
Certification Regarding Debarment	✓	✓	✓	✓	
Disclosure of Lobbying - Federal Aid Contracts	✓	✓	✓	✓	
Disclosure of Lobbying Activities	✓	✓	✓	✓	
Equal Opportunity Statement	✓	✓	✓	✓	
Employment Eligibility	✓	✓	✓	✓	
Anti Human-Trafficking	✓	✓	✓	✓	
Certification/Debarment Form	✓	✓	✓	✓	
Affidavit Immigration Laws	✓	✓	✓	✓	
Non-Collusion Declaration	✓	✓	✓	✓	
Contractor's Business Information	✓	✓	✓	✓	
Pre-Bid Attendance	✓	✓	✓	✓	
Price	1,094,171.12	837,111.80	1,213,012.95	1,097,642.00	

Tabulated By: MBHadley

BID Pricing Sheet
OLD ST. AUGUSTINE SIDEWALK IMPROVEMENTS
LEON COUNTY DEPARTMENT OF PUBLIC WORKS

Fill in blue fields ONLY

LAFAYETTE TO Paul Russell

DATE: 4/27/2026

FDOT PAY ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
0101 1	MOBILIZATION (10%)	1	LS	$65,100.00	$65,100.00
0110 1 1	CLEARING AND GRUBBING (INCLUDING BUT NOT LIMITED TO ALL ASPHALT, TREES, PIPES, STRUCTURES, CURB, FENCE, ETC)	1	LS	$61,332.00	$61,332.00
0102 1	MAINTENANCE OF TRAFFIC	1	LS	$71,400.00	$71,400.00
0110 21/ 0104 10 3	EROSION CONTROL & TREE PROTECTION	1	LS	$30,000.00	$30,000.00
0110 15 1	ARBORIST WORK, TREE TRIMMING - LIMBS/ROOTS	1	LS	$20,000.00	$20,000.00
0120 1/ 0210 6	EARTHWORK/GRADING	1	LS	$65,000.00	$65,000.00
0160 4	TYPE B STABILIZATION	272	SY	$10.00	$2,720.00
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B (TYPE SP-9.5)	21	TN	$350.00	$7,350.00
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B (TYPE SP-12.5)	31	TN	$350.00	$10,850.00
430982121	MITERED END SECTION, OPTIONAL ROUND, 12" CD	1.0	EA	$2,000.00	$2,000.00
430175112	PIPE CULV, RCP, ROUND, 12" S/CD	12	LF	$200.00	$2,400.00
0425 1910	INLETS, CLOSED FLUME	1	EA	$12,222.00	$12,222.00
0515 1 2	PIPE HANDRAIL - GUIDERAIL, ALUMINUM	139	LF	$66.00	$9,174.00
0520 1 10	CONCRETE CURB & GUTTER (TYPE F-MODIFIED)	850	LF	$39.25	$33,362.50
520 1 10 (Mod)	CONCRETE CURB & GUTTER (TYPE F-MODIFIED, SKIP)	478	LF	$39.25	$18,761.50
0520 2 4	SIDEWALK CURB	65	LF	$39.25	$2,551.25
0522 2	CONCRETE SIDEWALK, BUS PAD, AND DRIVEWAYS (6" TH)	1,451	SY	$97.79	$141,893.29
522 1 (Mod)	ALTERNATE SIDEWALK (6" TH, ON GRADE, SAND BASE)	637	SY	$97.98	$62,413.26
LC001	BOARDWALK	183	LF	$486.00	$88,938.00
0550 10410	REPLACE EXISITNG FENCE	165	LF	$40.00	$6,600.00
0527 2	DETECTABLE WARNINGS	182	SF	$40.00	$7,280.00
0536 1 1	GUARDRAIL -ROADWAY, GENERAL TL-3	250	LF	$30.00	$7,500.00
0536 85 20	GUARDRAIL END TREATMENT- TRAILING ANCHORAGE	1	EA	$2,400.00	$2,400.00
0536 85 24	GUARDRAIL END TREATMENT- PARALLEL APPROACH TERMINAL	1	EA	$3,960.00	$3,960.00
0570 1 2	PERFORMANCE TURF (SOD)	1645	SY	$6.00	$9,870.00
0700 1 11	SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	6	EA	$540.00	$3,240.00
0700 1 50	SINGLE POST SIGN, RELOCATE	4	EA	$210.00	$840.00
0700 3503	PRESCHOOL SIGN RELOCATE	1	EA	$330.00	$330.00
1060 15	COMMUNICATION VAULT ADJUSTMENT	1	EA	$2,500.00	$2,500.00
0711 11123	THERMOPLASTIC, STD. WHITE SOLID 12"	684	LF	$6.00	$4,104.00
0711 11125	THERMOPLASTIC, STD. WHITE SOLID 24"	110	LF	$10.80	$1,188.00
711-11-160	THERMOPLASTIC, STANDARD, WHITE, MESSAGE OR SYMBOL	6	EA	$360.00	$2,160.00
630-2-11	CONDUIT, FURNISH & INSTALL, OPEN TRENCH	125	LF	$30.00	$3,750.00
630-2-12	CONDUIT, FURNISH & INSTALL, DIRECTIONAL BORE	27	LF	$120.00	$3,240.00
630-2-14	CONDUIT, FURNISH & INSTALL, ABOVEGROUND	5	LF	$60.00	$300.00
635-2-11	PULL & SPLICE BOX, F&I, 13" x 24" COVER SIZE	3	EA	$1,800.00	$5,400.00
639-1-121	ELECTRICAL POWER SERVICE, F&I, UNDERGROUND, METER FURNISHED BY POWER COMPANY	1	AS	$3,600.00	$3,600.00
639-2-1	ELECTRICAL SERVICE WIRE, FURNISH & INSTALL	152	LF	$6.00	$912.00
639-3-11	ELECTRICAL SERVICE DISCONNECT, F&I, POLE MOUNT	1	EA	$1,440.00	$1,440.00
641-2-12	PRESTRESSED CONCRETE POLE, F&I, TYPE P-II SERVICE POLE	1	EA	$3,600.00	$3,600.00
654-2-12	MIDBLOCK CROSSWALK: RECTANGULAR RAPID FLASHING BEACON, FURNISH & INSTALL-AC, COMPLETE SIGN	2	AS	$24,000.00	$48,000.00
WMA/ 0425 6 1	ADJUSTWATER METER	1	EA	$500.00	$500.00
1080 21500	ADJUST FIBER OPTIC VAULT LID TO BE FLUSH WITH SIDEWALK	1	EA	$6,000.00	$6,000.00
6336	RELOCATE/ADJUST FIBER OPTIC WITNESS POST	1	EA	$180.00	$180.00
0110 7 1	MAILBOX RELOCATION	3	EA	$250.00	$750.00
				TOTAL:	$837,111.80

Leon County
Board of County Commissioners

Notes for Agenda Item #13

Leon County Board of County Commissioners

Agenda Item #13

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Authorization to Negotiate Professional Services Continuing Supply Agreements with Multiple Firms

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:	Chris Muehlemann, Chief of Engineering Design Melanie Hooley, Director, Division of Purchasing Tim Barden, Administrative Services Manager

Statement of Issue:

This item seeks Board authorization to negotiate Civil Engineering Professional Services (which includes eleven service categories) Continuing Supply agreements with multiple firms. The agreements will replace the County's current civil engineering continuing services contracts, which expire on October 31, 2026, and keep qualified firms under contract so that the County can assign design, surveying, testing, and construction inspection work on capital improvements, maintenance, and emergency repair projects without conducting a separate procurement for each project.

Fiscal Impact:

This item has a fiscal impact. Continuing supply agreements are utilized for professional project designs or studies. Costs for services will be included in each individual capital improvement project requiring professional civil engineering services.

Staff Recommendation:

Option #1: Authorize the County Administrator, or designee, to negotiate and execute 35 Professional Services Continuing Supply Agreements (Attachment #1), and any amendments thereto, subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board authorization to negotiate and execute Civil Engineering Professional Service Continuing Supply agreements with multiple firms. The agreements will provide professional civil engineering services, including design, preparation of construction plans and specifications, and oversight of work during construction, along with related surveying, testing, environmental, and inspection services, for capital improvement projects and for maintenance and emergency repair projects as required.

Since 1990, Leon County has maintained continuing services contracts with consulting engineering firms to augment staff and to provide engineering services to County departments that do not have engineering expertise or specialties. The County's current civil engineering continuing services contracts were competitively solicited in 2021 and expire on October 31, 2026. This item describes what continuing supply agreements are, and why the County relies on them to deliver its capital program. It then summarizes the procurement conducted to replace the current agreements and presents the firms recommended for award in each of the 11 service categories.

These contracts are governed by Section 287.055, Florida Statutes, known as the Consultants' Competitive Negotiation Act (CCNA), which sets the process public agencies must follow to procure professional architectural, engineering, landscape architectural, and surveying and mapping services. The CCNA requires the County to rank firms on their qualifications, using criteria set in statute, and then to negotiate compensation with the top-ranked firm at a level the County determines to be "*fair, competitive, and reasonable."* The CCNA also permits continuing contracts, which are generally used for small construction projects and professional or technical assessments and studies. All work assigned under these agreements is subject to the requirements of the CCNA, including the limits the statute places on the projects and studies eligible for continuing contracts.

Under a separate solicitation that will be brought to the Board by the end of the calendar year, an RFP was issued for Engineering Grant Application Support Services for engineering consultants to assist the County with state and federal infrastructure grant opportunities, advise on which County projects qualify, and prepare complete, competitive application packages. This work improves the County's ability to win outside funding for its projects, which reduces the share of project costs paid with County funds. Competitive grants are scored largely on engineering work such as project scope, cost estimates, and benefit-cost analysis which aligns with professional engineering services. Staff will bring the award recommendation to the Board at a future meeting.

The remainder of this page intentionally left blank.

Analysis:

The Analysis describes how continuing supply agreements work, the benefits they provide, and summarizes the procurement results and the firms recommended for award.

How Continuing Supply Agreements Work

A continuing supply agreement places qualified engineering firms under contract in advance, with contract terms negotiated once for the full term of the agreement. The firms are grouped into service categories, one for each type of engineering work the County routinely needs, such as stormwater (drainage), roadway design, and surveying. When a project requires the services of a consulting engineering firm, whether for specialized expertise or for added capacity, a firm is assigned from the category that matches the type of work. For example, a drainage improvement would go to a firm in the Stormwater Engineering category, and a property survey to a firm in the Surveying category. Each assignment is documented through a task order which provides the scope, schedule, and fee for that specific project. Upon execution, the continuing supply agreements will permit the County to:

- Assign design, surveying, geotechnical (soil and foundation) testing, environmental, and construction inspection work to a pre-qualified firm through a task order, without a separate advertisement, selection, and negotiation for each project;
- Choose among the ranked firms in each service category so that each assignment is matched to a firm with the relevant expertise and available capacity, consistent with the cost restrictions in the CCNA; and
- Obtain engineering support promptly for maintenance and emergency repair projects, because the firms are already under contract.

Why the County Uses Continuing Supply Agreements

Continuing agreements expedite the delivery of County projects by allowing engineering work to begin as soon as a project is ready. Rather than repeating the full solicitation process required by the CCNA for each project, the County completes the process once, in advance, which includes a public announcement, review of each firm's qualifications, ranking of the firms by a selection committee, and negotiation of fees with the top-ranked firms.

This approach supports timely completion of the County's capital projects such as roads and drainage improvements. The continuing supply agreements also provide access to specialized disciplines such as structural and geotechnical (soil and foundation) engineering, and allow firms already under contract to respond quickly when an urgent maintenance or emergency repair need arises.

Procurement and Recommended Firms

To establish continuing supply agreements for 11 categories of civil engineering professional services, 11 Requests for Proposals (RFPs) were initiated through the County’s automated procurement system for each solicitation. Table #1 outlines the RFPs issued and the number of responsive proposals received for each service category.

Table #1: RFP's Issued and Responsive Proposals Received

Service Category	RFP Number	Responsive Proposals Received
Stormwater Engineering	BC-2026-021-A	20
Roadway Design	BC-2026-021-B	24
Traffic & Intersection Engineering	BC-2026-021-C	13
Structural Engineering	BC-2026-021-D	8
Geotechnical Services	BC-2026-021-E	8
Environmental Support Services	BC-2026-021-F	7
Construction Engineering & Inspection Services	BC-2026-021-G	13
Surveying	BC-2026-021-H	12
Subdivision & Site Development Engineering	BC-2026-021-I	9
Parks & Recreational Facility Engineering	BC-2026-021-J	10
Utility Engineering	BC-2026-021-K	11

The 11 solicitations drew a combined 135 responsive proposals, meaning proposals that met all submission requirements and were eligible to be evaluated. For each service category, a selection committee of County staff reviewed and scored each firm's qualifications. The CCNA requires that this evaluation consider factors including but not limited to, experience of the firm's professional staff, past performance, willingness to meet schedule and budget requirements, location, and current workload. Each committee member ranked the firms, and the rankings were averaged to produce each firm's Total Average Rank. Pursuant to the RFP selection process, the top three highest-ranked firms in each category qualify for contract negotiations. Because two firms tied for third place in the Structural and Stormwater Engineering categories, both will advance to the negotiation stage. For all other categories, three distinct firms achieved top-three rankings and will proceed to negotiations accordingly.

The highest-ranked firms in each category, listed in Table #2, are recommended for award. The committee scoring summaries are provided as Attachment #2. Several firms ranked among the highest-qualified in more than one service category resulting in the recommendation to award 35 continuing supply agreements across the 11 service categories to a total of 21 firms.

The remainder of this page intentionally left blank.

Table #2: Award Recommendations

Service Category	Firm
Stormwater Engineering	AtkinsRealis USA, Inc. Catalyst Engineering, LLC George & Associates, Consulting Engineers, IncMH2 Engineering
Roadway Design	Alex Roark Engineering PLLC Ebbstone, Inc. George & Associates, Consulting Engineers, Inc
Traffic & Intersection Engineering	CTS Engineering, Inc. Halff Associates, Inc. Kimley-Horn and Associates, Inc.
Structural Engineering	Ebbstone, Inc. HDR Engineering, Inc. Kimley-Horn and Associates, Inc. Kisinger Campo & Associates, Corp. (KCA)
Geotechnical Services	Ardaman & Associates, Inc ECS Florida, LLC Environmental and Geotechnical Specialists, Inc.
Environmental Support Services	Environmental and Geotechnical Specialists, Inc. Geosyntec Consultants, Inc. Stantec Consulting Services Inc.
Construction Engineering & Inspection Services	DRMP, Inc. Halff Associates, Inc. Kisinger Campo & Associates, Corp (KCA)
Surveying	CTS Engineering, Inc. Moore Bass Consulting, Inc. Surveying And Mapping, LLC
Subdivision & Site Development Engineering	Dewberry Engineers Inc. George & Associates, Consulting Engineers, Inc. Moore Bass Consulting, Inc.
Parks & Recreational Facility Engineering	Ebbstone, Inc. George & Associates, Consulting Engineers, Inc. Kimley-Horn and Associates, Inc.
Utility Engineering	CHA Consulting, Inc. Dewberry Engineers Inc. George & Associates, Consulting Engineers, Inc.

Upon authorization by the Board, negotiations will commence with the firms in each category and, subject to legal review by the County Attorney, the resulting agreements will be executed by the County Administrator or designee. The continuing supply agreements will be for an initial three-year period, followed by two one-year extensions at the County's option, for a potential maximum five-year term.

Options:

1. Authorize the County Administrator, or designee, to negotiate and execute 35 Professional Services Continuing Supply Agreements (Attachment #1), and any amendments thereto, subject to legal review and revision by the County Attorney.
2. Do not authorize the County Administrator, or designee, to negotiate and execute Professional Services Continuing Supply agreements.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Draft Agreement
2. Aggregate Score Summaries – A through K

AGREEMENT

THIS AGREEMENT, by and between **LEON COUNTY, FLORIDA,** a charter county and a political subdivision of the State of Florida, herein ("County"), and **<<VENDOR NAME>>,** herein ("Consultant" or "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 professional services for each specific designated project as set forth when activated in writing by the County. Such projects implemented under this Agreement shall have estimated construction costs and study fees not exceeding the thresholds as provided in section 287.055(2)(g), Florida Statutes.

The Contractor agrees to provide its services to the County to perform the Work related to **<<Civil Engineering Professional Services Category>>** set forth in: 1) Professional Services Requirements, which is attached hereto and incorporated herein as Exhibit A, 2) Bid# BC-2026-021-**<<ALPHA>>** attached hereto and incorporated herein as Exhibit B; and 3) the Contractor's bid submission, attached hereto and incorporated herein as Exhibit C (collectively "Work"). If any provision contained in this Agreement conflicts with any provision in Exhibit A, Exhibit B, or Exhibit C, 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. TERM

The Agreement shall commence upon final execution and shall continue until January 31, 2030. After the initial term, at the sole option of the County, this Agreement may be renewed for no more than two additional one (1) year periods. Such one (1) year renewals will be automatic unless the County provides written notice of non-renewal to the Contractor no less than thirty (30) days prior to the expiration date of the then current term.

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

A. The Consultant agrees that for the performance of the Work as outlined in Sections 1 and 2 above, it shall be paid a contract sum by the County according to the rates in the Unit Pricing Sheet contained in Exhibit C (the "Unit Pricing Sheet") attached hereto and incorporated herein by this reference (the "Contract Sum").

B. Travel Expenses: Any travel by the Consultant which is contained within, or otherwise associated with, the scope of Work for a specific project shall be considered incidental to, and a part of, the Contract Sum. As such, there shall be no reimbursement of such travel expenses by the County.

Consultant travel which is not covered within the scope of Work and which is billed separately to the County on a cost reimbursement basis must receive prior approval and will be reimbursed in accordance with the Leon County Travel Policy. Travel expenses shall be limited to those expenses necessarily incurred in the performance of a public purpose authorized by law to be performed by the County and must be within limitations described herein and in Section 112.061, Florida Statutes. Consultants traveling on a cost reimbursement basis must have their travel authorized by the department head or representative from whose budget the travel expenses will be paid and by the County Administrator.

C. Price Increase/Decrease Language: Upon written request from the vendor no less than sixty (60) days prior to each renewal date of the agreement, and at the discretion of the County, a price increase for fixed pricing items may be negotiated. It is the intent of the County to not allow a price increase greater than the Consumer Price Index (CPI-U) for the latest twelve-month period reported at the time of request. In the event of an extraordinary factor (such as an increase in the federal minimum wage) occurring out of the annual cycle, the County may consider a price adjustment on a case-by-case basis upon the written request of the contractor. Alternatively, should there be a price decrease based upon the Consumer Price Index (CPI-U) for the latest twelve-month period reported at least thirty (30) days prior to the to the anniversary date of the agreement, the County reserves the right to implement a price decrease for fixed pricing items. All price increases and decreases shall be at the sole discretion of the County and shall be memorialized by written amendment to this agreement. If approved by the County, the price increase/decrease shall become effective on the contract anniversary date.

D. Truth in Negotiation (Lump-sum or Cost-plus Fixed Fee agreements only): The Consultant has executed a Truth in Negotiation form as part of the negotiation process for this Agreement. The original Agreement price and any additions thereto will be adjusted to exclude any significant sums by which the County determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such Agreement adjustments must be made within 1 year following the end of the Agreement.

6. PAYMENTS

Payments will 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 Muehlemann
2280 Miccosukee Rd.
Tallahassee, FL 32308
850-606-1536
MuehlemannC@leoncountyfl.gov

B. The Contractor's Project Manager is:

C. Notices to the Contractor are to be submitted to:

D. Payment requests are to be submitted to:
Chris Muehlemann
2280 Miccosukee Rd.
Tallahassee, FL 32308
850-606-1536
MuehlemannC@leoncountyfl.gov

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

A numbered document with date of invoice; reference to the County purchase order number; itemized listing of all goods and Work being billed with unit prices and extended pricing; vendor's name, address, billing contact person information, and Federal tax identification number. The invoice must be properly addressed to the Division listed on the County purchase order and delivered to that address. Delivery to another County 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, use and excise 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, personal injury and property damage. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Project/location or the general aggregate limit shall be twice the required occurrence limit.

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) Professional Liability Insurance, including errors and omissions: for all Work performed under the terms of this agreement with minimum limits of One Million and 00/100 ($1,000,000.00) Dollars per occurrence; or claims made form with "tail coverage" extending four (4) years beyond the term of the Agreement. Proof of "tail coverage" must be submitted with the invoice for final payment.

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. INDEMNIFICATION

To the extent allowed by Section 725.08, Florida Statutes, Consultant shall indemnify and hold harmless the County and its officers and employees from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant, in the performance of the 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.

The Contractor shall be liable to the County for any reasonable costs incurred by it to correct, modify, or redesign any portion of the project, which is the subject of the Work provided under this Agreement, that is found to be defective or not in accordance with this Agreement, as a result and to the extent caused by the negligence, recklessness, or intentional wrongful conduct on the part of the Contractor and other persons employed or utilized by the Contractor in the performance of this Agreement.

17. 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.

18. 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.

19. 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.

20. MAINTENANCE OF CONFIDENTIAL INFORMATION

Each party shall advise its employees, agents, subcontractors, and suppliers who receive or otherwise have access to the other party's Confidential Information of their obligation to keep such information confidential and shall promptly advise the other party in writing if it learns of any unauthorized use or disclosure of said Confidential Information. In addition, the Parties agree to cooperate fully and provide all reasonable assistance to ensure the confidentiality of the other party's Confidential Information as described in this article.

21. DATA AND PRIVACY.

Consultant shall comply with all applicable data and privacy laws and regulations, including without limitation Sections 287.138, and 501.171, Florida Statutes and shall ensure that County's data processed, transmitted, or stored by Consultant or in the system is not stored outside the United States. Consultant shall not sell, market, publicize, distribute, or otherwise make available to any third party any data, including personal identification information (as defined by Section 501.171, Section 817.568, or Section 817.5685, Florida Statutes as amended) that Consultant may receive or otherwise have access to in connection with this Agreement, unless expressly authorized in advance by the County. If applicable and requested by the County, Consultant shall ensure that all hard drives or other storage devices and media that contained County's data have been wiped in accordance with the then-current best industry practices, including without limitation DOD 5220.22-M, and that an appropriate data wipe certification is provided to the satisfaction of the Contract Administrator.

22. 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 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 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(2)(a), Florida Statutes, been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

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, or has been placed on a list created pursuant to Section 215.473, Florida Statutes relating to scrutinized active business operations in Iran.

23. PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful bidder(s), purchases may be made under this bid by other governmental entities. Such purchases shall be governed by the same pricing, terms and conditions stated herein. This Agreement in no way restricts or interferes with the right of any public agency or political subdivision to bid any or all of the items or Work independently.

24. 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.

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

30. 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.

31. 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.

32. 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.

33. PROHIBITION AGAINST CONTINGENT FEES

Contractor warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for Contractor to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for Contractor any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement.

34. 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.

35. CONSTRUCTION

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

36. 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.

37. 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.

38. 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.

39. INTERPRETATION

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

40. 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.

41. 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.

42. 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
4. Exhibit C
5. Exhibit D
6. Exhibit E

ATTACHMENTS

Exhibit A – Professional Services Requirements
Exhibit B – Solicitation Document #BC-2026-021-<<ALPHA>>
Exhibit C – Contractor's Response to Solicitation #BC-2026-021-<<ALPHA>>
Exhibit D – Unit Pricing Sheet
Exhibit E – Truth in Negotiation Certification

[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: _____

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

BY: _____

DATE: _____

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

By: _____

Daniel R. Krumbholz
Assistant County Attorney

Date: _____

<<VENDOR NAME>>

By: _____

Printed
Name _____

Title: _____

Date: _____

Exhibit A
Professional Services Requirements
For Leon County Civil Engineering Consultants

Section 1 - Consultant's Responsibilities

1.1 The Consultant shall provide professional services as set forth in this Agreement. The Consultant represents that it is properly licensed in the State of Florida to provide the services required by this Agreement.

1.2 The Consultant shall perform its services consistent with the professional skill and care ordinarily provided by Consultants practicing in the same or similar locality under the same or similar circumstances. The Consultant shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

1.3 The Consultant shall identify a representative authorized to act on behalf of the Consultant with respect to the Project.

1.4 The Consultant shall utilize the Sub-Consultants designated in the Consultant's Proposal for Professional Services. Any changes to Sub-Consultants shall be submitted to the County in writing and reviewed and approved by the County Project Manager prior to commencement of the Sub-Consultant's Professional Services.

Section 2 - Scope of Consultant's Services

2.1 General Description

2.1.1 The Consultant's Basic Services consist of those described in this Section and shall include usual and customary Professional Services by other professional disciplines required to complete the work. Services not set forth in this Section are Supplemental or Additional Services.

2.1.2 The Consultant shall manage the Consultant's services, research applicable design criteria, attend Project meetings, produce and distribute minutes to Project meetings to all attendees within five (5) business days of such meetings, communicate with all members of the Project team, and report progress to the County on, at a minimum, a bi-weekly basis.

2.1.3 Within five (5) business days of the date of the Notice to Proceed with Professional Services from the County, the Consultant shall submit for the County's approval a schedule for the performance of the Consultant's services including the anticipated start date of services and milestone dates for each phase of services. The schedule shall include allowances for periods of time required for the County's review, for the performance of the County's consultants (if any), and for approval of

submissions by authorities having jurisdiction over the Project. Once approved by the County, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Consultant. With the County's approval, the Consultant shall adjust the schedule, if necessary, as the Project proceeds until the commencement of the Bid Phase of the Project.

2.1.4 The Consultant shall contact authorities having jurisdiction required to approve the Construction Documents (if applicable) and entities providing utility services to the Project. The Consultant shall respond to applicable design requirements imposed by those authorities and entities.

2.1.5 The Consultant shall be responsible for filing documents required for the approval of governmental authorities having jurisdiction over the Project, as well as making all necessary changes, inclusions and clarifications to the documents as required by the authorities having jurisdiction to secure all necessary permits to commence construction of the Project.

2.1.6 The Consultant shall familiarize themselves with the Leon County Infrastructure Engineering Standards and Guidelines and incorporate the guidance and requirements included therein into the Project's design to the greatest extent feasible. When the guidance and requirements included in the County Infrastructure Engineering Standards and Guidelines cannot be incorporated into the Project, the Consultant shall inform and consult with the County prior to proceeding with Design Phase services.

2.1.7 Upon completion of a Purchase Order by Leon County, the Project Manager will forward a Notice to Proceed letter for commencement of Professional Services. Services shall commence within the timeframe specified in the Notice to Proceed. Any Services conducted prior to receipt of Notice to Proceed and Purchase Order from the County are done so at-risk.

2.2 Predesign (if applicable)

2.2.1 The Consultant shall be responsible for the development and submittal to the County the Project Opinion of Probable Cost for construction.

2.2.2 The Consultant shall discuss with the County alternative approaches to design and construction of the Project as necessary to optimize the economic value, implement best construction practices and ensure design appropriateness of the Project.

2.3 Design Development Phase Services (if applicable)

2.3.1 The Consultant shall develop and submit design documents, including construction plans, and update the construction cost estimate at 60%, 90%, and 100% design stage.

2.3.2 The Consultant shall submit the Design Development Documents in .PDF format, advise the County of any adjustments to the estimate of the Cost of the Work, and request the County's approval.

2.3.3 Quality Assurance Quality Control (QAQC): It is the Consultant's responsibility to independently and continually QC their plans and other deliverables. Submittals at 60%, 90% and 100% shall include QA/QC sheets with comments and review signatures. The Consultant shall be responsible for the professional quality, technical accuracy and coordination of all surveys, designs, drawings, specifications and other services furnished by the Consultant and their subconsultant(s) under this contract.

2.4 Construction Documents Phase Services (if applicable)

2.4.1 Based on the County's approval of the Design Development Documents, and on the County's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Consultant shall prepare Construction Documents for the County's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria for materials and systems and other requirements for the construction of the Work. The County and Consultant acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Consultant shall review in accordance with Section 3.6.4.

2.4.2 The Consultant shall submit the Construction Documents in PDF format to the County, advise the County of any adjustments to the estimate of the Cost of the Work and request the County's approval.

2.4.3 Once all plan review issues by the authority(ies) having jurisdiction have been addressed and incorporated into the Construction Documents by the Consultant, the County shall proceed with Procurement Phase services, at which time all final 100% Construction Plans shall be provided by the Consultant to the County in a PDF format. The Consultant shall also provide the County with all subsequent supplemental drawings and specifications to be issued to the prospective bidders in a .PDF format. -

2.4.4 The Consultant shall signify responsibility for the Contract Documents prepared pursuant to this Agreement by affixing his/her signature, date and seal thereto as required by Chapters 471 and 481, Florida Statutes.

2.5 Procurement Phase Services (if applicable)

2.5.1 Competitive Bidding

2.5.1.1 Bidding Documents shall consist of bidding requirements promulgated by the County and proposed Contract Documents.

2.5.1.2 The Consultant shall assist the County in bidding the Project by attending a pre-bid conference for prospective bidders administered by the County and preparing and submitting responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda within a time frame specified by the County. The addenda will be issued to prospective bidders by the County. The Consultant shall be responsible for answering all questions from prospective bidders assigned to them by the County in an appropriate format to completely relay sufficient information to ensure that all bidder questions have been answered. Addenda may include formal answers to bidders' questions in writing and / or supplemental drawings and specifications.

Section 3 - Cost of the Work

3.1 Payment Dispute Resolution Proceeding Process

3.1.1 Leon County Purchasing Policy – Section 16.01

3.1.2 Any active dispute resolution process shall survive the termination of this Agreement.

Section 4 - Compensation

4.1 Compensation for services performed under this Agreement shall be negotiated in accordance with Section 287.055, Florida Statutes, following the County's selection of the Consultant. The County does not guarantee that any minimum amount of work will be assigned under this Agreement. Professional services shall be performed only upon issuance of a written Work Authorization executed by the County.

4.2 Work Authorizations
Each Work Authorization shall describe, at a minimum:
(a) the project or assignment;
(b) the scope of services to be performed;
(c) the required deliverables;
(d) the project schedule;
(e) the compensation method;
(f) the maximum compensation authorized; and
(g) any special conditions applicable to the assignment.

No services shall commence until the applicable Work Authorization has been approved by the County.

4.3 For Additional Services that may arise during the course of the Project, the County shall compensate the Consultant in an amount as agreed to by the County and Consultant based on the staff hourly rates approved by the County, and reimbursable expenses under the contract prior to commencement of such Additional Services.

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EXHIBIT B

<<INSERT RFP SOLICITATION DOC>>

EXHIBIT C

<<INSERT CONTRACTOR'S RESPONSE>>

EXHIBIT D

<<INSERT FEE SCHEDULE>>

EXHIBIT E

<<INSERT TRUTH IN NEGOTIATION FORM>>

Aggregate Scores Summary - Stormwater -A

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
AtkinsRealis	92 (5)	91 (1)	75 (7)	**86**	**4.33**
Catalyst Engineerin…	94 (2)	90 (2)	76 (5)	**86.67**	**3**
David H. Melvin, Inc.	73 (18)	73 (13.5)	64 (16.5)	**70**	**16**
DRMP, Inc.	90 (8)	73 (13.5)	75 (7)	**79.33**	**9.5**
Drummond Carpen…	87 (14)	85 (5)	65 (14.5)	**79**	**11.17**
George & Associat…	93 (3.5)	87 (4)	78 (4)	**86**	**3.83**
Halff Associates, Inc.	91 (6)	84 (6.5)	81 (1)	**85.33**	**4.5**
HR Green, Inc	86 (15.5)	69 (16)	54 (19)	**69.67**	**16.83**
Inovia Consulting …	93 (3.5)	70 (15)	68 (12.5)	**77**	**10.33**
Kevin C. Knowles …	70 (19.5)	55 (20)	53 (20)	**59.33**	**19.83**
Kimley-Horn and A…	90 (8)	84 (6.5)	79 (3)	**84.33**	**5.83**
Kisinger Campo & …	89 (11.5)	77 (9.5)	75 (7)	**80.33**	**9.33**
MH2 Engineering, …	97 (1)	88 (3)	73 (9)	**86**	**4.33**
Neel-Schaffer, Inc.	89 (11.5)	67 (17)	68 (12.5)	**74.67**	**13.67**
Panhandle Engine…	86 (15.5)	77 (9.5)	71 (10)	**78**	**11.67**
Pennoni Associate…	70 (19.5)	58 (19)	64 (16.5)	**64**	**18.33**
Tetra Tech, Inc.	90 (8)	80 (8)	65 (14.5)	**78.33**	**10.17**
Water Resources …	89 (11.5)	74 (12)	80 (2)	**81**	**8.5**
Willdan Engineering	79 (17)	75 (11)	59 (18)	**71**	**15.33**
WSB LLC	89 (11.5)	63 (18)	69 (11)	**73.67**	**13.5**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
AtkinsRealis	4.7	4.7	4.3	4	4.7	0	3	**86**
Catalyst En…	4.3	4.7	3.7	4.7	4.7	0	5	**86.67**
David H. M…	4	3	4	3	4.3	0	3	**70**
DRMP, Inc.	4.3	4.3	3.3	3.7	4.3	0	3	**79.33**
Drummond …	4.7	4.7	3.7	2.7	4.3	0	0	**79**
George & A…	4.7	4.3	4.3	4	4.7	0	5	**86**

Halff Associ…	4.7	5	4	3.7	4.3	0	3	**85.33**
HR Green, I…	4	3.7	4	1.7	4.3	0	0	**69.67**
Inovia Cons…	4	3.7	4	4	4.3	0	5	**77**
Kevin C. Kn…	2.7	3.3	3.3	1.3	4	0	0	**59.33**
Kimley-Hor…	5	4.3	4.3	3	4.7	0	3	**84.33**
Kisinger Ca…	4.7	4	4	2.7	4.7	0	3	**80.33**
MH2 Engin…	3.7	4	4	3.3	5	5	5	**86**
Neel-Schaff…	4	4.3	3.3	2.3	4	0	3	**74.67**
Panhandle …	4.3	4.7	4.3	2.3	4.3	0	0	**78**
Pennoni As…	3.3	3.3	3	2.7	3.7	0	3	**64**
Tetra Tech, …	4	4.3	4.3	3	4.3	0	3	**78.33**
Water Reso…	4.3	4.7	3.7	1	4.3	5	0	**81**
Willdan Eng…	4	4	3.7	1.3	4.3	0	0	**71**
WSB LLC	4	3.7	4	2.7	4.3	0	3	**73.67**

Aggregate Scores Summary - Roadway - B

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
Alex Roark Engine…	72 (6)	71 (9)	61 (3)	**68**	**6**
Ardurra Group, Inc.…	59 (17)	55 (24)	58 (7)	**57.33**	**16**
AtkinsRealis	58 (20)	68 (12)	55 (20.5)	**60.33**	**17.5**
CTS Engineering, I…	62 (14)	74 (6)	61 (3)	**65.67**	**7.67**
Dewberry Engineer…	64 (12.5)	64 (17.5)	56 (15)	**61.33**	**15**
DRMP, Inc.	69 (8.5)	68 (12)	56 (15)	**64.33**	**11.83**
Ebbstone, Inc.	83 (2)	89 (1)	63 (1)	**78.33**	**1.33**
England, Thims & …	58 (20)	73 (7)	55 (20.5)	**62**	**15.83**
George & Associat…	84 (1)	84 (2)	61 (3)	**76.33**	**2**
Halff Associates, Inc.	58 (20)	68 (12)	58 (7)	**61.33**	**13**
Hanson Profession…	64 (12.5)	62 (19.5)	56 (15)	**60.67**	**15.67**
HDR Engineering, I…	70 (7)	75 (4.5)	56 (15)	**67**	**8.83**
H.W. Lochner, Inc.	75 (4.5)	68 (12)	57 (10)	**66.67**	**8.83**
Inovia Consulting …	68 (10)	72 (8)	56 (15)	**65.33**	**11**
Kevin C. Knowles …	36 (24)	66 (15.5)	31 (24)	**44.33**	**21.17**
Kimley-Horn and A…	66 (11)	76 (3)	58 (7)	**66.67**	**7**
Kisinger Campo & …	75 (4.5)	68 (12)	56 (15)	**66.33**	**10.5**
Neel-Schaffer, Inc.	54 (22)	58 (23)	51 (23)	**54.33**	**22.67**
NV5, Inc.	69 (8.5)	64 (17.5)	56 (15)	**63**	**13.67**
Panhandle Engine…	61 (15)	59 (22)	52 (22)	**57.33**	**19.67**

Previous Page 1 of 2 20 rows Next

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
Alex Roark …	3.7	3	3.3	5	3.7	0	5	**68**
Ardurra Gro…	3.3	2.7	3	4	3	0	3	**57.33**
AtkinsRealis	3.3	3	3	3	3.3	0	3	**60.33**
CTS Engin…	3.3	3	2.7	3.7	3.3	5	3	**65.67**
Dewberry E…	3.3	3.3	3.7	3.3	3	0	3	**61.33**

DRMP, Inc.	3.7	3	3	3.7	3.7	0	3	**64.33**
Ebbstone, I…	3.7	3.7	3.7	4	4	5	5	**78.33**
England, T…	3.3	3.3	3.3	2.3	3.3	0	3	**62**
George & A…	3.7	4	3.7	5	4	0	5	**76.33**
Halff Associ…	3.3	3	3	4	3.3	0	3	**61.33**
Hanson Pro…	3.3	3	3	3.3	3.3	0	3	**60.67**
HDR Engin…	3.3	3.7	3.3	3.3	3.7	0	3	**67**
H.W. Lochn…	3.7	3.3	3	4	3.7	0	3	**66.67**
Inovia Cons…	2.7	3.3	3.3	4.3	3.7	0	5	**65.33**
Kevin C. Kn…	2.3	2.7	3	2	2.3	0	0	**44.33**
Kimley-Hor…	3.3	3.3	4	4.3	3.7	0	3	**66.67**
Kisinger Ca…	3.7	3.3	3.7	3	3.7	0	3	**66.33**
Neel-Schaff…	2.3	3	3.3	2.7	3	0	3	**54.33**
NV5, Inc.	3	3.7	3.3	2.7	3.3	0	3	**63**
Panhandle …	3.3	3	3.7	2.3	3.3	0	0	**57.33**

Previous Page 1 of 2 20 rows Next

Aggregate Scores Summary - Traffic - C

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
CTS Engineering, I…	74 (4)	87 (1)	67 (1)	**76**	**2**
England, Thims & …	67 (7)	68 (7)	55 (8.5)	**63.33**	**7.5**
Halff Associates, Inc.	76 (2)	77 (2)	58 (5)	**70.33**	**3**
HDR Engineering, I…	74 (4)	75 (4)	55 (8.5)	**68**	**5.5**
Kimley-Horn and A…	86 (1)	76 (3)	61 (3.5)	**74.33**	**2.5**
Kisinger Campo & …	65 (8)	68 (7)	56 (6.5)	**63**	**7.17**
Neel-Schaffer, Inc.	54 (10)	58 (11)	49 (11)	**53.67**	**10.67**
NV5, Inc.	74 (4)	64 (9)	56 (6.5)	**64.67**	**6.5**
Panhandle Engine…	45 (13)	59 (10)	42 (12)	**48.67**	**11.67**
Rummel, Klepper &…	61 (9)	68 (7)	61 (3.5)	**63.33**	**6.5**
Stantec Consulting …	70 (6)	69 (5)	62 (2)	**67**	**4.33**
Willdan Engineering	47 (11)	54 (12)	40 (13)	**47**	**12**
WSB LLC	46 (12)	44 (13)	50 (10)	**46.67**	**11.67**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
CTS Engin…	3.7	4	4	3.3	3.7	5	3	**76**
England, T…	3.7	3	3.3	2.3	3.7	0	3	**63.33**
Halff Associ…	3.7	3.7	4	4.7	3.7	0	3	**70.33**
HDR Engin…	3.7	3.3	3.7	2.7	4	0	3	**68**
Kimley-Hor…	3.7	4.3	4	2.7	4	0	3	**74.33**
Kisinger Ca…	3.3	3	3.7	3	3.7	0	3	**63**
Neel-Schaff…	2.7	3	3.3	2.7	2.7	0	3	**53.67**
NV5, Inc.	3.3	3.7	3.3	3	3.3	0	3	**64.67**
Panhandle …	2.7	2.7	3.3	2.7	2.7	0	0	**48.67**
Rummel, Kl…	3.7	3.3	3.3	2.3	3.3	0	3	**63.33**
Stantec Co…	3	4	3	3	3.7	0	3	**67**
Willdan Eng…	3	2	3	2	3	0	0	**47**
WSB LLC	2.7	2	2.3	2.7	2.7	0	3	**46.67**

Aggregate Scores Summary - Structural - D

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
Axum Consulting &…	45 (7)	82 (6)	63 (7)	**63.33**	**6.67**
Cronin Engineering	36 (8)	66 (8)	53 (8)	**51.67**	**8**
David H. Melvin, Inc.	84 (3)	93 (2.5)	76 (6)	**84.33**	**3.83**
Ebbstone, Inc.	98 (1)	88 (5)	99 (1)	**95**	**2.33**
HDR Engineering, I…	81 (5.5)	93 (2.5)	91 (2.5)	**88.33**	**3.5**
Kimley-Horn and A…	86 (2)	93 (2.5)	91 (2.5)	**90**	**2.33**
Kisinger Campo & …	82 (4)	93 (2.5)	87 (4)	**87.33**	**3.5**
Pennoni Associate…	81 (5.5)	81 (7)	78 (5)	**80**	**5.83**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
Axum Cons…	2.7	3.3	2.7	1	4	5	0	**63.33**
Cronin Engi…	2.7	2.7	4	1	3.3	0	0	**51.67**
David H. M…	4.7	4.3	4.3	4.3	4.7	0	3	**84.33**
Ebbstone, I…	5	4.3	4	5	5	5	5	**95**
HDR Engin…	4.7	4.7	4	4.7	5	0	3	**88.33**
Kimley-Hor…	4.7	5	4	4.3	5	0	3	**90**
Kisinger Ca…	4.3	4.7	4.3	4.7	5	0	3	**87.33**
Pennoni As…	4.7	3.7	3.7	4.7	4.7	0	3	**80**

Aggregate Scores Summary - Geotechnical - E

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
Ardaman & Associ…	92 (2)	88 (3)	87 (3.5)	**89**	**2.83**
ECSLimited	88 (4)	87 (4)	88 (2)	**87.67**	**3.33**
Environmental and …	94 (1)	94 (1)	93 (1)	**93.67**	**1**
NOVA Engineering …	85 (5)	91 (2)	87 (3.5)	**87.67**	**3.5**
NV5, Inc.	75 (7)	81 (6)	65 (7)	**73.67**	**6.67**
Southern Earth Sci…	82 (6)	84 (5)	81 (5)	**82.33**	**5.33**
Terracon Consultan…	73 (8)	64 (8)	75 (6)	**70.67**	**7.33**
WSB LLC	89 (3)	68 (7)	64 (8)	**73.67**	**6**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
Ardaman & …	4.3	5	4	4.7	5	0	3	**89**
ECSLimited	4	5	4.7	4	5	0	3	**87.67**
Environmen…	5	5	4.7	4	5	0	5	**93.67**
NOVA Engi…	4.7	5	4	4	4.7	0	3	**87.67**
NV5, Inc.	3.7	4.7	4	1	4.3	0	0	**73.67**
Southern E…	3.7	4.7	4	4.7	4.7	0	3	**82.33**
Terracon C…	4	3	3.7	4	4.3	0	3	**70.67**
WSB LLC	3.7	4	4	2	4.3	0	3	**73.67**

Aggregate Scores Summary - Environmental - F

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
Environmental and …	94 (1)	76 (5)	89 (3)	**86.33**	**3**
Geosyntec Consult…	93 (2)	85 (1.5)	93 (1)	**90.33**	**1.5**
NOVA Engineering …	85 (7)	74 (6)	81 (5)	**80**	**6**
Spectra Engineerin…	88 (6)	70 (7)	71 (7)	**76.33**	**6.67**
Stantec Consulting …	90 (5)	85 (1.5)	90 (2)	**88.33**	**2.83**
Terracon Consultan…	91 (3.5)	80 (3)	75 (6)	**82**	**4.17**
Tetra Tech	91 (3.5)	79 (4)	87 (4)	**85.67**	**3.83**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
Environmen…	4.3	4.3	4	5	4	5	5	**86.33**
Geosyntec …	5	4.7	4.7	4.7	5	0	3	**90.33**
NOVA Engi…	4.3	4.3	3.7	4	4.3	0	3	**80**
Spectra En…	4.3	3.7	3.3	4.7	4	0	5	**76.33**
Stantec Co…	5	4.7	4	3.3	5	0	3	**88.33**
Terracon C…	4.3	4.3	3.7	4	4.7	0	3	**82**
Tetra Tech	4.7	4.3	4.3	3.7	5	0	3	**85.67**

Aggregate Scores Summary - CEI - G

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
David H. Melvin, Inc.	67 (6)	92 (3.5)	74 (7)	**77.67**	**5.5**
DRMP, Inc.	68 (4.5)	93 (1.5)	85 (2)	**82**	**2.67**
England, Thims & …	66 (7)	86 (8)	74 (7)	**75.33**	**7.33**
GAI Consultants	59 (11)	82 (11)	71 (11)	**70.67**	**11**
Halff Associates, Inc.	79 (1)	89 (6.5)	76 (4)	**81.33**	**3.83**
Inovia Consulting …	75 (2)	91 (5)	73 (9.5)	**79.67**	**5.5**
Kisinger Campo & …	68 (4.5)	92 (3.5)	86 (1)	**82**	**3**
Neel-Schaffer, Inc.	56 (12)	83 (10)	75 (5)	**71.33**	**9**
Panhandle Engine…	70 (3)	89 (6.5)	78 (3)	**79**	**4.17**
Rummel, Klepper &…	63 (8.5)	93 (1.5)	74 (7)	**76.67**	**5.67**
Southern Earth Sci…	63 (8.5)	56 (13)	43 (13)	**54**	**11.5**
Willdan Engineering	54 (13)	74 (12)	46 (12)	**58**	**12.33**
WSB LLC	62 (10)	85 (9)	73 (9.5)	**73.33**	**9.5**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
David H. M…	4.3	4.3	4	3.3	4	0	3	**77.67**
DRMP, Inc.	4.3	5	3.7	4	4	0	3	**82**
England, T…	4.3	4	3.3	3.7	4	0	3	**75.33**
GAI Consul…	3.3	4.7	3.7	1.7	4	0	0	**70.67**
Halff Associ…	3.7	5	3.7	4	4.3	0	3	**81.33**
Inovia Cons…	3.7	4.3	3.7	4.3	4.3	0	5	**79.67**
Kisinger Ca…	4.7	4.7	4.3	4	4	0	3	**82**
Neel-Schaff…	3	4.3	3.7	2.7	4	0	3	**71.33**
Panhandle …	4.3	4.7	4.3	3.3	4.3	0	0	**79**
Rummel, Kl…	4	4.3	3.7	4	4	0	3	**76.67**
Southern E…	2.3	2	3	4.7	3.7	0	3	**54**
Willdan Eng…	3.7	2.7	4	1.3	3.7	0	0	**58**
WSB LLC	3.7	4.3	3.7	2	4	0	3	**73.33**

Aggregate Scores Summary - Survey - H

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
CTS Engineering, I…	76 (2)	74 (3.5)	65 (5.5)	**71.67**	**3.67**
DRMP, Inc.	75 (3)	74 (3.5)	55 (10)	**68**	**5.5**
England, Thims & …	74 (4)	73 (5)	65 (5.5)	**70.67**	**4.83**
George F. Young, Inc.	53 (10)	53 (10)	59 (7)	**55**	**9**
JBrown Profession…	59 (8)	65 (7)	58 (8)	**60.67**	**7.67**
JMJ Group, LLC	36 (11)	40 (12)	33 (12)	**36.33**	**11.67**
Moore Bass Consu…	61 (6.5)	77 (2)	67 (4)	**68.33**	**4.17**
Odom Surveying & …	31 (12)	47 (11)	51 (11)	**43**	**11.33**
OSM SSMC JV, LLC	70 (5)	62 (8)	82 (1)	**71.33**	**4.67**
S. Stinson & Associ…	61 (6.5)	60 (9)	73 (3)	**64.67**	**6.17**
Surveying And Map…	83 (1)	86 (1)	75 (2)	**81.33**	**1.33**
WSB LLC	57 (9)	66 (6)	56 (9)	**59.67**	**8**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
CTS Engin…	3.7	3.3	3	4	3.7	5	3	**71.67**
DRMP, Inc.	3.7	3.7	3.3	3	3.7	0	3	**68**
England, T…	4	4	3	2.7	3.7	0	3	**70.67**
George F. Y…	3	3	3.3	1.7	3.3	0	0	**55**
JBrown Pro…	3.3	3.3	3.3	2	3.7	0	0	**60.67**
JMJ Group,…	2.3	2.7	1.7	1.3	1.3	0	0	**36.33**
Moore Bass…	3.3	3.3	3	5	3.7	0	5	**68.33**
Odom Surv…	2.3	2	2	4.7	1.7	0	5	**43**
OSM SSM…	4	4	3.7	2.7	3.3	0	5	**71.33**
S. Stinson …	3	3.7	3	4.7	3	0	5	**64.67**
Surveying A…	4.3	4	4.3	4.7	4.7	0	3	**81.33**
WSB LLC	3.3	3.3	3.3	2	3	0	3	**59.67**

Aggregate Scores Summary - Subdivision - I

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
CleanEra Technolo…	36 (9)	40 (9)	19 (9)	**31.67**	**9**
Dewberry Engineer…	59 (5.5)	70 (3)	71 (2)	**66.67**	**3.5**
George & Associat…	74 (2)	85 (1)	74 (1)	**77.67**	**1.33**
Kevin C. Knowles …	43 (8)	41 (8)	48 (7)	**44**	**7.67**
LJA Engineering Inc.	68 (4)	62 (5)	43 (8)	**57.67**	**5.67**
Moore Bass Consu…	79 (1)	67 (4)	67 (4)	**71**	**3**
Patel, Greene and …	58 (7)	75 (2)	68 (3)	**67**	**4**
Pennoni Associate…	59 (5.5)	52 (6)	62 (5)	**57.67**	**5.5**
Spectra Engineerin…	71 (3)	47 (7)	56 (6)	**58**	**5.33**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
CleanEra T…	2	1.7	2.7	1	1.7	0	0	**31.67**
Dewberry E…	3.3	3.3	3.7	4.7	3.7	0	3	**66.67**
George & A…	3.3	4	4.3	5	4.3	0	5	**77.67**
Kevin C. Kn…	2.3	2.3	3	1.7	2.7	0	0	**44**
LJA Engine…	3.7	2.7	3	3	3	0	3	**57.67**
Moore Bass…	3	4.3	3.3	4.7	3.3	0	5	**71**
Patel, Gree…	3.3	3.7	3.7	3	3.7	0	3	**67**
Pennoni As…	3	3.3	3	3.7	2.7	0	3	**57.67**
Spectra En…	2.7	3.3	1.7	4.7	2.7	0	5	**58**

Aggregate Scores Summary - Parks & Rec - J

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
Ebbstone, Inc.	94 (1)	82 (8)	99 (1)	**91.67**	**3.33**
George & Associat…	89 (2)	95 (2)	78 (4)	**87.33**	**2.67**
Halff Associates, Inc.	80 (6)	93 (4)	74 (7.5)	**82.33**	**5.83**
Hammond Design …	61 (10)	81 (9)	76 (5)	**72.67**	**8**
Hydra Engineering …	87 (3)	96 (1)	65 (10)	**82.67**	**4.67**
Kimley-Horn and A…	86 (4)	93 (4)	91 (2)	**90**	**3.33**
Panhandle Engine…	74 (9)	89 (6)	82 (3)	**81.67**	**6**
Pennoni Associate…	85 (5)	93 (4)	74 (7.5)	**84**	**5.5**
Spectra Engineerin…	75 (7.5)	69 (10)	67 (9)	**70.33**	**8.83**
WSB LLC	75 (7.5)	85 (7)	75 (6)	**78.33**	**6.83**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
Ebbstone, I…	4.7	4	4	5	5	5	5	**91.67**
George & A…	4.3	4.7	4	5	4.7	0	5	**87.33**
Halff Associ…	4.3	4.7	3.7	4.3	4.3	0	3	**82.33**
Hammond …	3	3.7	3.7	4	4.3	0	5	**72.67**
Hydra Engi…	3.7	4.3	3.7	4.3	4	5	5	**82.67**
Kimley-Hor…	4.7	5	4	4.3	5	0	3	**90**
Panhandle …	4.7	5	4	3	4.3	0	0	**81.67**
Pennoni As…	4.3	4.7	3.7	4	4.7	0	3	**84**
Spectra En…	3.3	4	2.3	3.7	3.7	0	5	**70.33**
WSB LLC	3.7	4.7	4.3	2.3	4.3	0	3	**78.33**

Aggregate Scores Summary - Utility - K

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	**Total Score (Max Score 100)**	**Total Average Rank**
CHA Consulting, Inc.	86 (4.5)	84 (4)	84 (1.5)	**84.67**	**3.33**
CPH Consulting, LLC	72 (11)	85 (3)	80 (4)	**79**	**6**
David H. Melvin, Inc.	83 (7)	89 (1.5)	66 (9)	**79.33**	**5.83**
Dewberry Engineer…	84 (6)	80 (5)	82 (3)	**82**	**4.67**
England, Thims & …	82 (8)	79 (6)	72 (6.5)	**77.67**	**6.83**
George & Associat…	94 (2)	89 (1.5)	84 (1.5)	**89**	**1.67**
HR Green, Inc	86 (4.5)	75 (7)	68 (8)	**76.33**	**6.5**
Inovia Consulting …	95 (1)	70 (9)	74 (5)	**79.67**	**5**
Kevin C. Knowles …	76 (10)	65 (10)	53 (11)	**64.67**	**10.33**
Panhandle Engine…	88 (3)	73 (8)	72 (6.5)	**77.67**	**5.83**
Spectra Engineerin…	81 (9)	58 (11)	61 (10)	**66.67**	**10**

Vendor Scores by Evaluation Criteria

Vendor	**Firm's Profes** 0-5 Points 20 Points (20%	**Firm's Releva** 0-5 Points 30 Points (30%	**Willingness t** 0-5 Points 5 Points (5%)	**Effect of Proj** 0-5 Points 5 Points (5%)	**Firm's Approa** 0-5 Points 30 Points (30%	**State of Floric** 0-5 Points 5 Points (5%)	**Local Prefere** 0-5 Points 5 Points (5%)	**Total Score (Max Score 100)**
CHA Consu…	5	5	3.7	1	5	0	0	**84.67**
CPH Consu…	5	5	3.3	1.7	4	0	0	**79**
David H. M…	4.3	4.3	3.7	3.3	4.3	0	3	**79.33**
Dewberry E…	4.3	4.7	4	3.7	4.3	0	3	**82**
England, T…	4	4.7	3.7	1	4.3	0	3	**77.67**
George & A…	4.3	4.7	4.3	4.3	5	0	5	**89**
HR Green, I…	4.3	4.3	4	1	4.7	0	0	**76.33**
Inovia Cons…	4	4	4.3	4.3	4.3	0	5	**79.67**
Kevin C. Kn…	3.3	3.7	4	1.3	4	0	0	**64.67**
Panhandle …	4	4.7	4.7	3	4.3	0	0	**77.67**
Spectra En…	4	2.7	2.7	5	3.7	0	5	**66.67**

Leon County
Board of County Commissioners

Notes for Agenda Item #14

Leon County Board of County Commissioners

Agenda Item #14

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval to Purchase a Heavy Equipment Wheel Loader

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
Lead Staff / Project Team:	Melanie Hooley, Director, Purchasing Maggie Theriot, Director, Office of Resource Stewardship Josh McSwain, Director, Fleet Management

Statement of Issue:

This item seeks Board approval to purchase a heavy equipment wheel loader through Beard Equipment Company utilizing a Sourcewell cooperative purchasing agreement (piggybacking) in the amount of $525,000 (Attachment #1). This purchase replaces an existing loader that has reached its planned useful life and remains eligible for sale under a buyback agreement.

Fiscal Impact:

This item has a fiscal impact. This item has been budgeted, and adequate funding is available in the Fiscal Year (FY) 2027 Landfill/Transfer Station's Heavy Equipment Replacement CIP budget. In addition, an estimated $125,000 buyback amount on the existing Loader will be realized as revenue to the Solid Waste Fund.

Staff Recommendation:

Option #1: Approve the purchase of a heavy equipment wheel loader from Beard Equipment Company in the amount of $525,000, utilizing Sourcewell Cooperative Contract No. 011723-JDC, and authorize the County Administrator to execute any associated agreements, or amendments thereto, subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board approval to purchase a heavy equipment wheel loader from Beard Equipment Company utilizing Sourcewell Cooperative Contract No. 011723-JDC (piggybacking) in the amount of $525,000 (Attachment #1). This purchase replaces an existing loader that has reached its planned useful life and remains eligible for sale under a buyback agreement. This item describes the role of the loaders at the Transfer Station, the cooperative purchasing contract and buyback agreement to replace the existing loader, and a comparison of quotes from local vendors.

The Leon County Transfer Station relies on two loaders to handle approximately 760 tons of municipal solid waste per day, or 240,000 tons annually. Collection vehicles unload the waste onto the tipping floor, the facility's designated unloading area. The loaders then push the waste to the loading area and lift it into open-top transfer trailers, which transport it to the Springhill Landfill in Jackson County. The loaders manage how efficiently each trailer is filled. On-board bucket scales allow operators to maximize load weight in each trailer, thereby reducing the number of trips to the landfill and lowering hauling costs.

This item recommends replacing an existing loader through a Sourcewell cooperative purchasing contract and pairing the purchase with a buyback agreement. The proposed purchase continues the replacement cycle for heavy equipment wheel loaders and includes a new three-year or 7,500-hour buyback agreement on the replacement loader.

Leon County's Purchasing Policy No. 96-1, Section 6.06(E), authorizes the County to purchase goods or services from authorized vendors listed on eligible contracts of cooperative purchasing organizations, a process commonly referred to as "piggybacking." This procurement method reduces transaction and administrative costs, streamlines the purchasing process, and provides the County with the benefit of the collective purchasing power of multiple governmental agencies. The County would utilize a contract (Contract No. 011723-JDC) which was competitively procured by Sourcewell, a State of Minnesota local government agency and purchasing cooperative, and contains cooperative purchasing language allowing the County to "piggyback" on the contract (Attachment #2). The contract was awarded to John Deere Shared Service LLC, and Beard Equipment Company is an authorized John Deere dealer eligible to provide equipment under the contract.

Analysis:

The Leon County Transfer Station relies on two John Deere 744 Loaders for daily operations. The loader scheduled for replacement was acquired under a three-year or 7,500-hour buyback agreement. Under the agreement, the vendor repurchases the equipment at the specified value within the contract term, provided the equipment does not exceed the established operating-hour limit and remains in acceptable working condition. The existing loader currently has 5,682 operating hours and is projected to reach 7,500 hours during Fiscal Year 2027. Funding is available in the FY 2027 Landfill/Transfer Station Heavy Equipment Replacement CIP budget. Given the anticipated delivery period of at least three months, this agenda item seeks approval to purchase the replacement loader to ensure delivery before the existing buyback agreement expires on

January 11, 2027, or upon reaching 7,500 operating hours, whichever occurs first, and to prevent disruptions to Transfer Station operations. The $125,000 buyback value of the existing loader will go back as revenue to the Solid Waste Fund.

The proposed replacement is a John Deere 744P Wheel Loader, with a purchase price of $525,000 and a guaranteed buyback value of $150,000 under a new three-year or 7,500-hour agreement. The proposal submitted by Beard Equipment Company reflects a 32% discount from the manufacturer's suggested list price of $752,629.00 as shown on Sourcewell Contract 011723-JDC (Attachment #3). The County's standard terms and conditions, along with the applicable terms and conditions of the Sourcewell contract, will be incorporated into the County's purchase order.

To ensure the County is receiving the best value, staff contacted local vendors that sell and service this type of equipment. In addition to Beard Equipment Company, Ring Power Corporation provided a quote for a comparable unit. After accounting for both the purchase price and the buyback offer, the Ring Power Corporation quote would cost the County $60,336 more than the Beard Equipment Company quote. Staff will continue to contact all local vendors when purchasing this type of equipment.

In summary, the Transfer Station depends on two loaders to move tons of solid waste it receives each day and the loader being replaced has reached its planned useful life. The buyback agreement on the existing loader sets the timing of its replacement and purchasing through the Sourcewell cooperative contract provides competitively procured pricing and a new guaranteed buyback on the replacement loader. A comparison with a quote from another local vendor confirmed that the Beard Equipment Company proposal is the lower-cost option. The Office of Resource Stewardship, Fleet Management, and Purchasing Divisions concur that the proposed procurement method provides an efficient and cost-effective approach to replacing the Transfer Station's loader. This item therefore recommends that the Board approve the purchase of the heavy equipment wheel loader utilizing Sourcewell Cooperative Contract No. 011723-JDC.

Options:

1. Approve the purchase of a heavy equipment wheel loader from Beard Equipment Company in the amount of $525,000, utilizing Sourcewell Cooperative Contract No. 011723-JDC, and authorize the County Administrator to execute any associated agreements, or amendments thereto, subject to legal review and revision by the County Attorney.
2. Do not approve the purchase of a heavy equipment wheel loader from Beard Equipment Company.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Quote from Beard Equipment Company
2. Sourcewell Contract 011723-JDC
3. Sourcewell Contract Pricing

JOHN DEERE

Prepared For

LEON COUNTY PUBLIC WORKS

OPERATIONS DIV ACCTS
PAYABLE 2280 MICCOSUKEE RD

TALLAHASSEE, FL 323085367

Prepared By

THOMAS SLAY

Beard Equipment Company

7566 W Tennessee Street

Tallahassee, FL 32304

8502510741

tslay@beardequipment.com

Quote Id 1742164

Creation Date 11-Mar-2026

Expiration Date 30-Nov-2026

Customer Notes

John Deere
Heavy construction equipment
Sourcewell Contract
#011723-JDC

Total Cost Bid Proposal
Buyback After 36 Months or 7500 Hours Less Tires $150,000

Quote Summary

Equipment Summary	Selling Price	QTY In Group	Extended
744 P-Tier Wheel Loader	**$525,000.00**	**1**	**$525,000.00**
Equipment Total			**$525,000.00**

Quote Summary	
Total Selling Price	$525,000.00
Sub-total	**$525,000.00**
Balance Due	**$525,000.00**

Salesperson : X _____ **Accepted By : X** _____

Selling Equipment

Quote # 1742164

Customer LEON COUNTY PUBLIC WORKS

744 P-Tier Wheel Loader

QTY In Group : 1

Equipment Notes	- - -
Hours	- - -
Serial Number	- - -
Stock Number	- - -
PUK Parent Serial #	- - -

Selling Price
$525,000.00

Equipment Summary

Code	Description	Qty	Adjusted Selling Price
6080DW	744 P-Tier Wheel Loader	1	$567,804.00

Base / Options

Code	Description	Qty	Adjusted Selling Price
0202	United States	1	$0.00
0259	English	1	$0.00
0351	Translated Text Labels	1	$0.00
0401	Waste Handler	1	$0.00
0452	High Lift Z-BAR	1	$8,861.00
0603	Level 3 Trim	1	$6,575.00
0651	Level 1 Performance	1	$0.00
0953	Advanced Vision System	1	$6,381.00
1102	Advanced Object Detection	1	$3,192.00
1601	Joystick	1	$0.00
183E	JDLink™	1	$0.00
2206	SmartWeigh	1	$5,714.00
4067	John Deere 9.0L - FT4/SV	1	$0.00
6520	Less Counterweight & Rear Hitch	1	($3,600.00)
7026	Joystick Controls	1	$621.00
7053	Two Function Hydraulics	1	$0.00
5172	Less Wheels, Tires And TPMS	1	($1,849.00)
5550	Less Fenders And Rear Platforms	1	($489.00)
7407	Field Bucket Ready: Pins Only	1	$2,066.00
7800	Less Bucket	1	$0.00

7465	Less Cutting Edge, Segments, and Teeth	1	$0.00
7500	Less Fork Frame	1	$0.00
7700	Less Tines	1	$0.00
8501	Debris Package	1	$1,028.00
Total Base / Options			**$596,304.00**

Dealer Attachments

Code	Description	Qty	Adjusted Selling Price
	GR Waste Handler Package	1	$0.00
	8.0 Yard Waste Handler Bucket w/ BOE	1	$0.00
	7500 HR or 36 Month Comprehensive Assurant Warranty	1	$0.00
	Total Cost Bid with Buyback	1	$0.00
Total Dealer Attachments			**$0.00**

Customer Discounts

Description	Discount Amount
Total Discounts	**($71,304.00)**
Selling Price Subtotal	**$525,000.00**
Total Selling Price	**$525,000.00**

Solicitation Number: RFP # 011723

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and John Deere Construction Retail Sales a division of John Deere Shared Services LLC, DBA John Deere Construction Retail Sales, 1300 River Drive, Moline, IL 61265 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Heavy Construction Equipment with Related Attachments and Technology from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires April 14, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. The John Deere Warranty Statement describes covered items and services when returning Damaged Equipment and

Products. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity. Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee. Any state that requires a Sourcewell participating addendum with an additional admin fee, we reserve the right to reduce the list price discount to accommodate this additional fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.

   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.

2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*
Workers' Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Intentionally Omitted.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...

Jeremy Schwartz
Title: Chief Procurement Officer
Date: 4/4/2023 | 2:30 PM CDT

John Deere Construction Retail Sales a division of John Deere Shared Services LLC, DBA John Deere Construction Retail Sales

DocuSigned by:
By: Mark Oliver
1CAF73242BB647F...

Mark Oliver
Title: Manager Contract Sales
Date: 4/5/2023 | 8:05 AM CDT

Approved:

DocuSigned by:
By: Chad Coauette
7E42B8F817A64CC...

Chad Coauette
Title: Executive Director/CEO
Date: 4/5/2023 | 8:20 AM CDT

RFP 011723 - Heavy Construction Equipment with Related Attachments and Technology

Vendor Details

Company Name:	John Deere Shared Services LLC
Does your company conduct business under any other name? If yes, please state:	John Deere Construction Retail Sales a division of John Deere Shared Services LLC
Address:	1300 River Drive Moline, IL 61265
Contact:	Brooke DeVol
Email:	ForsbergBrookeL@JohnDeere.com
Phone:	309-207-0431
HST#:	36-2382580

Submission Details

Created On:	Monday November 28, 2022 09:24:58
Submitted On:	Thursday January 12, 2023 14:48:05
Submitted By:	Brooke DeVol
Email:	ForsbergBrookeL@JohnDeere.com
Transaction #:	17731346-34ec-484a-83d5-3fc1c1f49270
Submitter's IP Address:	165.225.57.43

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	John Deere Construction Retail Sales a division of John Deere Shared Services LLC	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	Not Applicable	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	John Deere Construction Retail Sales JDCRS John Deere Construction & Forestry	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	Cage Code: 3PSD7 UEI: ED9BLXH3Hg21	*
5	Proposer Physical Address:	1300 River Drive Moline, IL 61265	*
6	Proposer website address (or addresses):	www.deere.com	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Mark Oliver, Manager Contract Sales 1300 River Drive Moline, IL 61265 OliverMarkR@JohnDeere.com 309-748-3418	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Brooke DeVol, Contract Administrator 1300 River Drive Moline, IL 61265 ForsbergBrookeL@JohnDeere.com 309-207-0431	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Mark Oliver, Manager Contract Sales 1300 River Drive Moline, IL 61265 OliverMarkR@JohnDeere.com 309-748-3418	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
10	Provide a brief history of your company, including your company’s core values, business philosophy, and industry longevity related to the requested equipment, products or services.	We Run Like No Other. We conduct business essential to life. Running for the people who trust us and the planet that sustains us, we create intelligent connected machines that enable lives to leap forward. See our higher purpose: https://www.deere.com/en/our-company/higher-purpose/ John Deere customers are at the center of everything we do. We rely on more than 180 years of experience and terabytes of precision data to know them and their businesses better than anyone else. Our easy-to-use technology helps deliver results they see in the field, on the job site, and on the balance sheet. We ensure seamless access to parts, services, and performance upgrades from take home to trade-in by providing world-class support throughout the lifecycle of their equipment, with productivity and sustainability always in mind. We never forget that we're here to help life leap forward. Deere & Company at a glance: https://www.deere.com/assets/pdfs/common/our-company/deere-&-company-at-a-glance.pdf	*

Proprietary Document

11	What are your company's expectations in the event of an award?	Our expectation, if we are awarded, is to continue working with Sourcewell to provide governmental customers the best option for acquiring our Construction and Compact Construction products. The John Deere Governmental Sales Team will continue to train our dealers on how to present Sourcewell and the benefits the contract offers to continue growing our sales. Since our training plan was rolled out in late 2016, our sales on this contract have had significant growth and our expectation is to continue that trend in the market place.	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	John Deere has a long history and attached in supplemental documents is our most recent annual report from 2021. Our 2022 fiscal year just concluded on October 31, 2022 and the annual report is not published at this time.	*
13	What is your US market share for the solutions that you are proposing?	While we do not publicly state market share position, John Deere Construction & Forestry holds a top level market share position across our entire product portfolio in the US.	*
14	What is your Canadian market share for the solutions that you are proposing?	While we do not publicly state market share position, John Deere Construction & Forestry holds a top level market share position across our entire product portfolio in Canada.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No bankruptcy proceedings have taken place.	*
16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	John Deere Construction Retail Sales (JDCRS) is based in Moline, IL and is responsible for growing sales in the governmental segment for the Construction & Forestry Division of John Deere. All employees of JDCRS are full time John Deere employees. This sales team is responsible for training our dealers on governmental business, contracts and sales processes. Specific to supporting the Sourcewell contract, the account managers, contract manager and sales support team are responsible for educating the dealers on the quoting, ordering and delivery process of products sold on the Sourcewell contract. All dealers are required to go through a contract training program either in person or virtually via Microsoft Teams to become an authorized seller on our contract. This process has been the main driver of our growth since it was launched in 2016. We do retain the right to sell direct if required or the dealer has not completed our training program. Upon award of this new contract, we are revamping our training process to leverage our John Deere University online training system to make it easier and more efficient for the dealer field staff to become trained and certified on the Sourcewell contract.	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	John Deere maintains all licenses and certifications necessary to conduct its business around the world. This is supported by our Supply Management, Engineering, Safety, Accounting, Human Resources and Tax and Legal Departments. John Deere self-audits and has regular outside audits performed by Deloitte & Touche for compliance with all required licenses, certifications and regulations.	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	There are no suspensions or disbarments to note.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
19	Describe any relevant industry awards or recognition that your company has received in the past five years	John Deere has received numerous levels of recognition and awards worldwide for quality production standards, environmental responsibility, ethics, diversity, safety and corporate citizenship. Page 12 of the 2021 Annual Report (attached in the documents section of the response) showcases some of our business highlights and the list of 2021 Awards and Recognitions. Also, attached within the documents section is our 2021 Sustainability Report for John Deere.	*
20	What percentage of your sales are to the governmental sector in the past three years	Customer and segment specifics for John Deere sales are not shared publicly. For the industry as a whole that we participate in, approximately 10-15% of sales for Construction and Compact Construction Equipment are sold to governmental agencies across North American each year.	*
21	What percentage of your sales are to the education sector in the past three years	Our education sector sales is a low percentage of our total governmental business but education entities have utilized the Sourcewell contract previously. For construction and compact construction equipment it is generally reported as a local or state level sale.	*
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	NASPO, as well as state participating addendums through this contract H-GAC TASB BuyBoard We also hold on average 5-10 individual state contracts outside of cooperative purchasing contracts. Sales figures are not publicly shared on any of these contracts.	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA DLA US Fish & Wildlife, IDIQ Sales figures are not publicly shared on any of these contracts.	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Murphy Tractor & Equipment; an authorized dealer with a vast customer base with Sourcewell purchases.	Cole Iverson VP of Sales	507-320-8826	*
Brandt Tractor Ltd.; an authorized dealer with a vast customer baes with Sourcewell purchases.	Lloyd Norminton Government Sales Manager	780-486-6786	*
RDO Construction Equipment MW; an authorized dealer with a vast customer base with Sourcewell purchases.	Jesse Miller Government Sales Manager	952-882-2752	*

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
New York State	Government	New York - NY	Sourcewell and Sourcewell participating addendum sales.	We averaged 172 sales per year over the last 3 years within the state of New York.	We averaged 19 million dollars per year over the last 3 years within the state of New York.	*
State of Ohio	Government	Ohio - OH	Sourcewell sales. Ohio STS contract was also held and is now expired. These sales are not publicly shared from our office. 2022 Q4 is our first full quarter of our Sourcewell PA contract being rolled out in Ohio.	Previous contracts in Ohio averaged 38-50 transactions per year.	Previous contracts in Ohio averaged 3-5 million dollars per year.	*
United States Air Force	Government	Pennsylvania - PA	DLA Military Sales	Not publicly shared from our office.	Not publicly shared from our office.	*
Florida Forest Service	Government	Florida - FL	Florida Forest Service contract	Not publicly shared from our office.	Not publicly shared from our office.	*
Louisiana DOT	Government	Louisiana - LA	State DOT contract	Not publicly shared from our office.	Not publicly shared from our office.	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	Sales is covered by our independent dealer network that has been trained and certified on the Sourcewell sales processes. We have dealer standards that require a minimum sales person to customer ratio to ensure proper sales coverage and response time.	*
27	Dealer network or other distribution methods.	There are nearly 400 dealer locations in the U.S., authorized to sell John Deere construction equipment products and another 60 covering Canada. There are roughly 1400 dealer locations in the U.S. authorized to sell compact construction equipment another 500 across Canada. These John Deere dealers sign contracts to sell and service John Deere products in their assigned areas. We have dealer standards that require a minimum sales person to customer ratio to ensure proper sales coverage and response time.	*
28	Service force.	This is covered fully by our dealers. Our dealers standard policy also has a minimum service technician to machine base ratio to ensure the best service and response time.	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	We have two processes for ordering products on our Sourcewell contract. The majority of our sales are ordered by authorized selling dealers that have been trained and certified by our John Deere Government Sales office. Upon delivery of an order we have a sales reporting automated process to capture the sales for reporting to Sourcewell. For dealers that may not be certified yet, our John Deere Government Sales office reserves the right to order direct.	*

30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	A professional, capable, well-trained, well-capitalized dealer network is one of John Deere's competitive advantages. Our dealers, backed by John Deere, provide local customer support, repairs, maintenance and parts. John Deere has authorized dealers in all 50 U.S. states and all across Canada. There are nearly 400 dealer locations in the U.S., authorized to sell John Deere construction equipment products and another 60 covering Canada. There are roughly 1400 dealer locations in the U.S. authorized to sell compact construction equipment and another 500 across Canada. These John Deere dealers sign contracts to sell and service John Deere products in their assigned areas. We also have a certified technician training program to ensure quality service for our customers. There are also multiple regional parts depots across North America for the best parts availability in the industry. Dealers must submit an annual business plan that contains their commitment to effectively selling and supporting all potential customer in their area, including but not limited to commercial accounts, national accounts, and state, county, and local governmental agencies. Customer can count on John Deere construction dealers to support our products and customers.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	All areas of the U.S. will be served.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	All areas of Canada that Sourcewell has a defined partner (such as Canoe) will also be served.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	All areas of the U.S. will be served. All areas of Canada that Sourcewell has a defined partner (such as Canoe) will also be served.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Any agency that John Deere defines as a governmental customer and is also eligible to be a Sourcewell member will qualify for the discounts on our contract. John Deere Construction & Forestry defines a governmental customer as the following: 1. Federal, state/provincial, county, municipal and local governmental agencies 2. Hospitals and state/provincially accredited schools (both public and private) 3. Special government and/or taxing districts that have authority to levy taxes and/or issue tax free municipal bonds (ex. airports) 4. Governmental facilities run by independent management groups qualify only if a governmental agency issues the purchase order and retains ownership. Ownership by the management group voids discount eligibility. 5. Non-governmental utilities or departments or divisions of them that provide has, water, electrical, or telephone service directly to commercial or home users 6. Governmental agencies or departments or divisions of them that provide recycling or waste service directly to commercial or home users. Companies or departments or divisions of these utilities that do not provide service directly to commercial or home users do not qualify 7. North American Indian Tribal Councils 8. Non-profit agencies exempt from state/provincial and federal taxes 9. All Municipal Railroads	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	The John Deere Construction & Forestry Division has assigned dealers in both Alaska and Hawaii. As is the case for the continental U.S. (CONUS), factory to dealer freight as well as local delivery by dealer to end-user will be quoted and invoiced for any applicable areas outside of the continental U.S. (CONUS). Location specific factors related to moves by ocean, barge, inland, etc. will affect final delivery date.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Since our "authorized selling dealer" initiative that was rolled out in late 2016, our marketing plan has focused on getting our dealer network to understand the power of cooperative purchasing, specially the Sourcewell contract. Our dealers are closer to the end use customers and understand their business and product needs better than our small team here in Moline, IL. Once we got the dealers fully bought in on the power, ease of use and importance of the contract, the sales numbers took off year over year. Our plan for the new contract is to continue this with our dealer network.	*
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	John Deere has a great public website with information about our entire product line. We also have a link to a variety of governmental contracts that are available. In addition to those site, we also allow the customer to build their own machine online so they can see the options that are available before they contact their local dealer. https://www.deere.com/en/ https://www.deere.com/en/construction/ https://www.deere.com/en/government-and-military-sales/ https://www.deere.com/en/government-and-military-sales/state-and-local-purchasing/ https://configure.deere.com/cbyo/#/en_us/products Our marketing communications group runs a variety of social media promotions including a YouTube channel (https://www.youtube.com/user/JohnDeere) and Facebook page (https://www.facebook.com/JohnDeereUSCA/). The message on these sites changes periodically but it is primarily focused on the benefits of the John Deere relationship and how we are close to our customer.	*
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	From the John Deere perspective, there are three key components to promoting the Sourcewell contract: Sourcewell, John Deere Construction Retail Sales (JDCRS), and our dealer network across the US and Canada. Each has a key role to the success of the continued and incremental sales increases each year. Sourcewell's job is to continue to promote the brand to eligible members so they understand the basics of cooperative purchasing and the benefits of membership. JDCRS has the responsibility to train the dealers on sales processes (ceiling price, discount structure, ordering and delivering of products), how to determine if a customer is already a member and how to assist a customer that is not a member how to become a member. Our dealer's responsibility is to help identify the right product for the job and how to find the easiest, most cost effective way to source that product/solution. We believe that Sourcewell provides one of the best tools available to eligible customer and we will continue to promote that in our annual training. We work with our dealers and support them at any regional conference or training opportunity that helps promote the brand of all three entities. Open communication between all three parties is the key for future success and incremental sales gains on the next contract.	*
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	We are investigating e-procurement options for certain product families in the future but those are not available at this time. Due to the customizable nature of products and services, there are many possible configurations for each model. Many build-code dependencies must be taken into consideration for a properly functioning machine to be built. For that reason, we feel it is best to contact the local dealer for machine configuration guidance prior to requesting a contract quote.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Training on equipment operation and safety is provided through the local dealer. At time of delivery, the dealer provides an introductory walk-around of the unit, explaining general operation and maintenance procedures, free of charge as part of the purchase. Additional product or specific system training is optional and quoted by the local dealer.	*

41	Describe any technological advances that your proposed products or services offer.	John Deere C&F products offer a variety of technology solutions that work to eliminate rework, improve jobsite safety, counteract labor shortages and increase efficiency. Information on those initiatives is public and can be found at the following link: https://www.deere.com/en/technology-products/precision-construction-technology/ There was also a magazine published in the Fall of 2021 that focused on technology and its place in our industry. A link to that publication is below. THE DIRT publication, Fall 2021. https://www.deere.com/assets/pdfs/common/industries/construction/publications/the-dirt-fall-2021-dkmag265c-cv.pdf John Deere has also published what is known as our "Leap Ambitions" and that is also public. Our strategy for the Construction & Forestry Division is by 2026, we will deliver: • 20+ electric and hybrid-electric product models. • Earthmoving: Increase SmartGradeTM grade control adoption to 50%. • Forestry: Boost Intelligent Boom Control adoption to 100%. • Roadbuilding: Increase Precision Roadbuilding Solution adoption to 85%. More information on our Leap Ambitions can be found at: https://www.deere.com/en/our-company/sustainability/sustainability-report/leap-ambitions/ Technology advances in our products is vitally important and was on display at CES 2023 where our CEO was the keynote speaker on day 1. Information can be found at CES2023.deere.com	*
42	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	John Deere has been very public with these initiatives and more can be found on our website in our most recently published Sustainability Report. https://www.deere.com/en/our-company/sustainability/sustainability-report/ "Our next leap is ELECTRIC" is another informative piece discussing the future of electrification at John Deere. https://www.deere.com/en/our-company/electrification/	*
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	In October 2022, John Deere received an award for the SBTi Validation of Greenhouse Gas Emission Reduction. https://www.deere.com/en/news/all-news/john-deere-receives-sbti-validation-of-greenhouse-gas-emission-reduction-targets/ In 2021 John Deere acquired majority ownership of Kreisel Electric. https://www.kreiselelectric.com/johndeere/	*
44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	John Deere is committed to Supplier Diversity. Each year we submit to GSA a commercial plan that outlines our commitment to use WMBE's, SBE's, and other MBE's suppliers in support of our business. We also have signed on with two small business partners to learn about small business and partner with them to meet demand for products with a small business designation in the Federal market as well as help grow their businesses. Our partners are The Akana Group (Native American owned small business, small business, HUBZone certified) and Bravo (Service Disabled Veteran-Owned Business). If opportunities arise in the cooperative world for small business designation, we are prepared to grow that segment as well.	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	John Deere has a very strong presence as a construction equipment and compact construction equipment provider. John Deere is also the world's leading manufacturer of agricultural equipment. Additionally, John Deere Financial is one of the largest equipment finance companies. Valuable Extras: 1) Genuine John Deere Parts - highest quality parts for the highest quality equipment. -Regional parts depots strategically placed around North America for the best parts delivery response. 2) John Deere Connected Support – Allows customers to: - Monitor alerts for the machine remotely. - Monitor engine hours and utilization. - View machine location and get driving directions to the jobsite. - Monitor fuel level and idle time. 3) John Deere Connected Support – Allows dealers to: - Monitor alerts coming from the customers machine. - Remotely connect to a customers machine for real-time diagnostics. - Leverage Expert Alerts from John Deere to address potential future downtime. - Perform software updates from the dealership.	*

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	Construction equipment has basic warranty of 12 months/unlimited hours. The standard warranty general provisions including parts and labor is attached to this RFP submission. Compact construction equipment has a basic warranty of 24 months or 2,000hrs whichever occurs first.	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Extended warranty is available as a separate purchase, not on this RFP, through our local dealers. Extended warranty has a year and hour limitation with each purchase. An example is 3 year 5,000hr power train/hydraulics extended warranty option.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	No, TTM is not covered within our warranty.	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	No, we can cover the entire U.S. and Canada with our dealer network.	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Third party warranties are handled by the original OEM of that attachment.	*
51	What are your proposed exchange and return programs and policies?	As noted in the standard warranty document, "John Deere will repair or replace, at its option, any parts… of a new John Deere product that, as delivered to the original retail purchaser(s), are defective in material or workmanship." See attached standard warranty document for full text explanation.	*
52	Describe any service contract options for the items included in your proposal.	John Deere does not offer any service contracts within this RFP. Service contracts and extended warranty options are available for customers from their local dealer and can be quoted to them at time of purchase.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
53	Describe your payment terms and accepted payment methods.	JDCRS' only option for payment terms is Net 30 Days for direct sales. Since the majority of our deals are purchased through one of our authorized dealers, there are financing options available (JD Financial) that can be negotiated before finalizing the deal.	*
54	Describe any leasing or financing options available for use by educational or governmental entities.	JDCRS (contract vendor) does not play a role in leasing, financing or payment terms other than Net 30 Days. John Deere Financial offers leasing/financing options. The John Deere Municipal Lease Purchase Plan is a special low-rate financing plan that is designed to provide flexibility of leasing while building equity toward ownership of the John Deere equipment. Any state or local government body, or their political subdivisions, having the power to tax may be eligible for the John Deere Municipal Lease Purchase Plan, subject to approval. John Deere Financial also offers other leasing and financing options for governmental, educational and non-profit entities, subject to approval. All leasing and financing options are handled through the local dealer and John Deere Financial. The lease/finance provider funds the contract sales invoice within 30 days.	*
55	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Our John Deere dealers use approved applications in their business system to provide quotes to customers stating the approved contract discount rate. The quote contains terms and conditions for the quote and terms for payment when a PO is issued. For direct sales through our office similar documentation is used and is available in the document upload section.	*
56	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	P-card payments are accepted with a 3% processing fee added to the contract quote. P-card usage is to be made known at time of quote request. Customer PO must cover the added fee.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
57	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Each model will have a discount associated to it which applies to all options of that model fully configured, base coded attachments will have a separate discount schedule. Third party attachments (AT and BYT kits) are not part of this RFP proposal and are available for separate purchase by our dealer. The model and discount schedule is attached. Full current price pages will be submitted upon successful award. Any price changes or model updates will be submitted through the PnP process.	*
58	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Quotes are provided to the customer with a discount off of current list price. Quotes are price protected for a period of 30 days as long as a PO is received within that 30 day period. See attached pricing & discount schedule as well as the example quote for our proposal on this RFP.	*
59	Describe any quantity or volume discounts or rebate programs that you offer.	We offer two different volume discounts between our construction equipment (CE) portfolio and our compact construction equipment (CCE) portfolio due to the difference in acquisition costs of the larger construction equipment verses the smaller compact construction equipment. CE: 5-7 machines = 1%, 8-14 machines = 2%, 15+ machines = 3% CCE: 8-14 machines = 1%, 15+ machines = 3%	*
60	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	Sourced or open market items are not part of our RFP response but we do allow dealers to quote these as dealer provided items as a separate line item on the quote. Discounts will not be applied to these open market items. Quotes for these products are negotiated directly through the customer and our dealer network.	*
61	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	The following will not be included: 1. Dealer provided goods and services: Non-factory goods and services (third party items) will be quoted by dealer at the customers request. 2. Set-up and installation fees: These charges will be quoted by the dealer and are not part of this RFP. 3. Pre-Delivery Inspection (PDI): A PDI is performed on all new machine purchases to ensure proper fluid levels, check system pressures, verify accurate system operation, and cleaning of the unit prior to delivery. The cost of the PDI is quoted by the dealer and will vary by machine model and complexity. Taxes: Local taxes, if applicable, will be assessed.	*
62	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight, delivery and shipping are charged to the customer and added to the quote as separate line items.	*
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Freight, delivery and shipping are charged to the customer and added to the quote as separate line items just as they are for all participating entities. Travel that occurs by ocean, barge or inland may affect the delivery time of the machine.	*
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	If a customer has a unique request, we can review at that time, otherwise there are no unique methods offered in this RFP.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	Sourcewell has become our most valued contract to our dealer network for governmental business. We will continue to use our best available discount schedule to support this contract.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
66	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Our dealers are required to participate in a contract sales training class to ensure they are promoting the contract per the Terms and Conditions of our RFP response. Dealers are made aware of how to obtain the effective price date of the contract, so the customer is being quoted accurately. Whenever there is a price change approved by Sourcewell, we communicate that information via our dealer bulletin process and post on our dealer microsite. We also use an automated settlement process where a dealer utilizes a program ID code so that we can accurately capture the sales each quarter for our internal review and submit to Sourcewell for the payment of our admin fee. We will also be launching a new quoting process to simplify the quoting process for many of our dealers to ensure accurate pricing per the terms and conditions of our contract.	*
67	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Upon award of this contract, we track the sales performance of each dealer group across the US and Canada to achieve our market share goals for construction equipment and compact construction equipment in the governmental segments. This has worked well for this contract to date, and we will continue to use this market share metric to keep our dealers accountable for performance.	*
68	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	We have had great success growing and expanding the utilization of this contract for all our dealers in the US and Canada and will continue this growth by providing a 0.5% admin fee to Sourcewell on all contract items. Third party attachments or non-contract items (dealer provided items) are not subject to the admin fee. The total calculated admin fee is payable each calendar quarter to Sourcewell.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
69	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	We will be offering our complete line of construction equipment and compact construction equipment, as well as base coded attachments. Product families include Articulated Dump Trucks, Backhoes, Compact Track Loaders, Crawler Dozers, Crawler Loaders, Excavators, Compact Excavators, Tractor Loaders, Motor Graders, Skid Steer Loaders, Wheel Loaders and Compact Wheel Loaders. All services including product support, part support, and warranty work will be provided by our authorized dealers and not part of this contract.	*
70	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	N/A	*

Table 148: Depth and 8readth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Categor\ or T\pe	Offered	Comments
71	Wheeled, tracked, and backhoe loaders	(•) Yes ( ) No	
72	Motor Graders	(•) Yes ( ) No	
73	Wheeled and tracked excavators	(•) Yes ( ) No	
74	Bulldozers, compactors, scapers, articulated and rigid haulers	(•) Yes ( ) No	We do not offer rigid haulers. Compactors are offered on the separate Wirtgen contract.
75	Cranes	( ) Yes (•) No	
76	Accessories or attachments for the offering in #71-75 above	(•) Yes ( ) No	We will be offering base coded attachments at time of whole goods purchase or separately if needed. AT kits and BYT kits (third party attachments) are not part of this contract.
77	Technology or services for the offering in #71-75 above	(•) Yes ( ) No	-' /ink Telematics, Grade Control, and Slope Control are examples of these technology services that are available as options on certain products.

Table 14C: Required Offering of Equipment

Indicate below if the proposer's proposal includes at least one (1) of the following listed types or classes of equipment. Provide additional comments in the text box provided, as necessary.

Line Item	Categor\ or T\pe	Offered	Comments
78	Wheel loader with published net horsepower (HP) of at least 300 HP	(•) Yes ( ) No	We offer 4 wheel loaders that meet this spec requirement.
79	Wheeled or tracked excavator with a published net horsepower (HP) of at least 150 HP	(•) Yes ( ) No	We offer 10 excavators that meet this spec requirement.
80	Motor Grader with a published maximum operating weight of at least 30,000 lbs.	(•) Yes ( ) No	We offer 8 motor graders that meet this spec requirement.
81	Rough terrain, all terrain, crawler, floating, lattice, or telescopic crane with a published maximum lifting capacity of at least 300 tons and a published maximum boom length of at least 150 feet	( ) Yes (•) No	

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- Pricing - RFP 011723 Model & Discount Schedule.pdf - Monday January 09, 2023 11:48:21
- Financial Strength and Stability - Deere-Co_Annual-Report-2021.pdf - Tuesday November 29, 2022 12:34:40
- Marketing Plan/Samples (optional)
- WMBE/MBE/SBE or Related Certificates (optional)
- Warranty Information - US CAN deere wty stmt.pdf - Tuesday December 06, 2022 10:27:02
- Standard Transaction Document Samples - Sample Sourcewell Quote.pdf - Monday January 09, 2023 11:22:37
- Upload Additional Document - Sustainability Report 2021.pdf - Tuesday November 29, 2022 13:01:16

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Mark Oliver, Manager, Contract Sales, John Deere Construction Retail Sales

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_5_Heavy_Construction_Equipment_RFP_011723 Tue January 10 2023 08:47 AM	☑	1
Addendum_4_Heavy_Construction_Equipment_RFP_011723 Fri January 6 2023 09:51 AM	☑	2
Addendum_3_Heavy_Construction_Equipment_RFP_011723 Thu December 29 2022 12:33 PM	☑	2
Addendum_2_Heavy_Construction_Equipment_RFP_011723 Wed December 21 2022 01:49 PM	☑	1
Addendum_1_Heavy_Construction_Equipment_RFP 011723 Thu December 15 2022 09:27 AM	☑	1

AMENDMENT #1
TO
CONTRACT # 011723-JDC

THIS AMENDMENT is effective upon the date of the last signature below by and between **Sourcewell** and **John Deere Construction Retail Sales a division of John Deere Shared Services LLC, DBA John Deere Construction Retail Sales** now known as John Deere Construction Retail Sales, a division of John Deere Shared Services LLC (Supplier).

Sourcewell awarded a contract (011723-JDC) to Supplier to provide Heavy Construction Equipment with Related Attachments and Technology to Sourcewell and its Participating Entities, effective April 5, 2023, through April 14, 2027 (Contract).

Supplier wishes to change the name of the Contract holder to "John Deere Construction Retail Sales, a division of John Deere Shared Services LLC" as noted in its Proposal.

Except as amended, the Contract remains in full force and effect.

Sourcewell

Signed by:
Jeremy Schwartz
C0FD2A139D06489...

By: _____

Jeremy Schwartz
Chief Procurement Officer

6/3/2025 | 9:22 PM CDT
Date: _____

John Deere Construction Retail Sales, a division of John Deere Shared Services LLC, formerly known as John Deere Construction Retail Sales a division of John Deere Shared Services LLC, DBA John Deere Construction Retail Sales

Signed by:
Brooke DeVol
23E19C6B5FD143D...

By: _____

Brooke DeVol
Account Manager, Govt Contracts & Sales

6/6/2025 | 6:33 AM PDT
Date: _____

AMENDMENT #2
TO
CONTRACT # 011723-JDC

THIS AMENDMENT is effective upon the date of the last signature below by and between **Sourcewell** and **John Deere Construction Retail Sales, a division of John Deere Shared Services LLC** (Supplier).

Sourcewell awarded a contract (011723-JDC) to Supplier to provide Heavy Construction Equipment with Related Attachments and Technology to Sourcewell and its Participating Entities, effective April 5, 2023, through April 14, 2027 (Contract).

Supplier wishes to change the name of the Contract holder to "John Deere Shared Services LLC."

Except as amended, the Contract remains in full force and effect.

Sourcewell

Signed by:
Jeremy Schwartz
C0FD2A139D06489...

By: _____

Jeremy Schwartz
Chief Procurement Officer

Date: 1/8/2026 | 2:38 PM CST

John Deere Shared Services LLC

Signed by:
Jeffrey Averill
B9F4DC758739443...

By: _____

Jeffrey Averill
John Deere General Sales Manager

Date: 1/12/2026 | 1:01 PM CST

Sourcewell Contract #011723-JDC

- Contract Term: April 5, 2023 – April 14, 2027, with 1 possible one-year renewal.

- Eligibility: Open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada and are members of Sourcewell.

Quotes & Purchase Orders

- Quote generation and customer purchase order processing is handled directly by the dealer with approval by John Deere Construction Retail Sales. Approval for dealer direct selling requires agreement to uphold the Sourcewell terms and conditions and to facilitate contract compliance as needed. Dealership must submit a signed agreement to JDCRS and receive approval from JDCRS prior to selling direct. If there are questions around dealer eligibility, contact your JDCRS account manager.

  Division 3 (Mostly Southeastern U.S): Jeff Ellis, 309-236-3407
  Division 4 (Northeaster U.S. and Canada): Scott Metzdorf, 309-748-2656
  Division 5 (Northwest/West/Southwest): Kent Hoffman, 309-765-0282
- Quotes are valid for 30 days from creation date.
- Quotes should provide the following: Itemized quote including all options, Sourcewell discount, customer name, customer Sourcewell member number and appropriate contract number (Sourcewell contract #011723-JDC or applicable State Participating Addendum contract number)
- Pricing is based on current published price at time of quote for a customer.
- Credit cards are allowed with a 3% processing fee. P-card usage is to be made known at time of quote so it can be added to the quote. Customer PO must cover the added fee.
- Freight is to be quoted and added to the invoice as a separate line item.
- Any dealer sourced third party attachment or service can be quoted as a separate line item on the quote. Discounts will not be applied to these items.
- Set-up/install fees for field attachments may be charged. Dealership quotes and provides pre-delivery inspection. Dealer provides customer machine walk-around at time of delivery at no extra charge.
- Each participating entity is responsible for supplying a valid tax exemption certificate. When ordering, a participating entity must indicate if it is a tax-exempt entity.

Models on Contract

Note: Discounts will be calculated based on current pricing at the time an agency requests the quote and will be valid for 30 days.

Product Family	Model	List Price Discount
Articulated Dump Trucks	260E	31%
Articulated Dump Trucks	260 P-Tier	28%
Articulated Dump Trucks	310E	31%
Articulated Dump Trucks	310 P-Tier	28%
Articulated Dump Trucks	410E-II	31%
Articulated Dump Trucks	410 P-Tier	28%
Articulated Dump Trucks	460E-II	29%

Articulated Dump Trucks	460 P-Tier	28%

Product Family	Model	List Price Discount
Backhoes	310L EP	43%
Backhoes	310L	43%
Backhoes	310 G-Tier	43%
Backhoes	310 P-Tier	43%
Backhoes	310SL	43%
Backhoes	310SL HL	43%
Backhoes	315SL	43%
Backhoes	320 P-Tier	43%
Backhoes	410L	41%
Backhoes	410 P-Tier	41%
Backhoes	710L	43%
Backhoes	710 P-Tier	43%

Product Family	Model	List Price Discount
Compact Track Loaders	317G	30%
Compact Track Loaders	325G	30%
Compact Track Loaders	331G	30%
Compact Track Loaders	331 P-Tier	30%
Compact Track Loaders	333G	30%
Compact Track Loaders	333 P-Tier	30%
Compact Track Loaders	335 P-Tier	30%

Product Family	Model	List Price Discount
Crawler Dozers	450K	27%
Crawler Dozers	450 P-Tier	27%
Crawler Dozers	550K	27%
Crawler Dozers	550 P-Tier	27%
Crawler Dozers	650K	28%
Crawler Dozers	650 P-Tier	28%
Crawler Dozers	700L	25%
Crawler Dozers	750L	25%
Crawler Dozers	850L	26%
Crawler Dozers	950K	33%
Crawler Dozers	950 P-Tier	27%
Crawler Dozers	1050K	33%
Crawler Dozers	1050 P-Tier	27%

Product Family	Model	List Price Discount
Crawler Loaders	655K	28%
Crawler Loaders	755K	28%

Public

Product Family	Model	List Price Discount
Excavators	75G	32%
Excavators	75 P-Tier	32.5%
Excavators	85G	32%
Excavators	85 P-Tier	33%
Excavators	130G FT4	34%
Excavators	130 P-Tier	32.5%
Excavators	135G FT4	34%
Excavators	135 P-Tier	32.5%
Excavators	160G LC FT4	36%
Excavators	160 P-Tier	32.5%
Excavators	190GW FT4	43%
Excavators	200G LC FT4	36%
Excavators	200 G-Tier	32.5%
Excavators	210G LC FT4	36%
Excavators	210 P-Tier	32.5%
Excavators	245G LC FT4	35%
Excavators	245 P-Tier	32.5%
Excavators	250G LC FT4	35%
Excavators	250 P-Tier	32.5%
Excavators	300G LC FT4	35%
Excavators	300 P-Tier	32.5%
Excavators	345G LC FT4	30%
Excavators	345 P-Tier	32.5%
Excavators	350 P-Tier	32.5%
Excavators	380 P-Tier	32.5%
Excavators	470 P-Tier	32%
Excavators	670 P-Tier	32.5%
Excavators	870 P-Tier	32.5%

Product Family	Model	List Price Discount
Compact Excavators	17G	27%
Compact Excavators	17 P-Tier	27%
Compact Excavators	26G	27%
Compact Excavators	26 P-Tier	27%
Compact Excavators	30G	27%
Compact Excavators	30 P-Tier	27%
Compact Excavators	35G	27%
Compact Excavators	35 P-Tier	27%
Compact Excavators	50G	27%
Compact Excavators	50 P-Tier	27%
Compact Excavators	60G	27%
Compact Excavators	60 P-Tier	27%

Product Family	Model	List Price Discount

Public

Tractor Loader	210 G-Tier	39%
Tractor Loader	210 P-Tier	39%

Product Family	Model	List Price Discount
Motor Graders	620G	41%
Motor Graders	622G	41%
Motor Graders	670G	42%
Motor Graders	672G	42%
Motor Graders	770G	43%
Motor Graders	772G	43%
Motor Graders	870G	43%
Motor Graders	872G	43%

Product Family	Model	List Price Discount
Skid Steers	316GR	30%
Skid Steers	318G	30%
Skid Steers	320G	30%
Skid Steers	324G	30%
Skid Steers	330G	30%
Skid Steers	330 P-Tier	30%
Skid Steers	332G	30%
Skid Steers	334 P-Tier	30%

Product Family	Model	List Price Discount
Wheel Loaders	444 G-Tier	36%
Wheel Loaders	444 P-Tier	38%
Wheel Loaders	524 P-Tier	39%
Wheel Loaders	544 G-Tier	36%
Wheel Loaders	544 P-Tier	39%
Wheel Loaders	624 P-Tier	38%
Wheel Loaders	644 G-Tier	33%
Wheel Loaders	644 P-Tier	34%
Wheel Loaders	644 X-Tier	37%
Wheel Loaders	724 P-Tier	35%
Wheel Loaders	744L	32%
Wheel Loaders	744 P-Tier	32%
Wheel Loaders	744 X-Tier	32%
Wheel Loaders	824L	32%
Wheel Loaders	824 P-Tier	32%
Wheel Loaders	824 X-Tier	32%
Wheel Loaders	844L	32%
Wheel Loaders	844L AH	32%
Wheel Loaders	844 P-Tier	32%
Wheel Loaders	904 P-Tier	32%
Wheel Loaders	944K	36%

Public

Wheel Loaders	944 X-Tier	35%

Product Family	Model	List Price Discount
Compact Wheel Loaders	184 G-Tier	26%
Compact Wheel Loaders	204L	26%
Compact Wheel Loaders	204 G-Tier	26%
Compact Wheel Loaders	244L	26%
Compact Wheel Loaders	244 P-Tier	26%
Compact Wheel Loaders	304L	26%
Compact Wheel Loaders	304 G-Tier	26%
Compact Wheel Loaders	324L	26%
Compact Wheel Loaders	324 P-Tier	26%
Compact Wheel Loaders	344L	26%
Compact Wheel Loaders	344 P-Tier	26%

Product Family	Model	List Price Discount
Forestry Excavators	2154G	37%
Forestry Excavators	2654G	42%
Forestry Excavators	3154G	36%
Forestry Excavators	3754G	40%

Product Family	Model	List Price Discount
Crawler Log Loaders	2156G	38%
Crawler Log Loaders	2656G	38%
Crawler Log Loaders	2956G	37%
Crawler Log Loaders	3156G	37%
Crawler Log Loaders	3756G	33%

Product Family	Model	List Price Discount
Wheeled Feller Bunchers	643L-II	34%
Wheeled Feller Bunchers	843L-II	32%

Product Family	Model	List Price Discount
Tracked Feller Bunchers	803M	30%
Tracked Feller Bunchers	853M	33%
Tracked Feller Bunchers	859M	31%
Tracked Feller Bunchers	903M	31%
Tracked Feller Bunchers	953M	30%
Tracked Feller Bunchers	959M	30%

Product Family	Model	List Price Discount
Skidders	640L II	30%
Skidders	648L II	30%
Skidders	748L II	29%
Skidders	768L II	29%

Public

Skidders	848L II	28%
Skidders	948L II	29%

Product Family	Model	List Price Discount
Knuckleboom Loaders	337E	31%
Knuckleboom Loaders	437E	34%

Product Family	Model	List Price Discount
Wheeled Harvesters	1070G	36%
Wheeled Harvesters	1170G	34%
Wheeled Harvesters	1270G	39%
Wheeled Harvesters	1470G	37%

Product Family	Model	List Price Discount
Tracked Harvesters	803MH	31%
Tracked Harvesters	853MH	32%
Tracked Harvesters	859MH	31%
Tracked Harvesters	953MH	30%
Tracked Harvesters	959MH	30%
Tracked Harvesters	959ML	30%

Product Family	Model	List Price Discount
Forwarders	1110G	36%
Forwarders	1210G	34%
Forwarders	1510G	39%
Forwarders	1910G	39%

Product Family	Model	List Price Discount
Base Coded Attachments	Various	14%

Public

Leon County
Board of County Commissioners

Notes for Agenda Item #15

Leon County Board of County Commissioners

Agenda Item #15

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: End-of-Year Status Report on the Fiscal Year 2026 Commissioner Discussion Items

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 Board acceptance of the end-of-year status report on the Fiscal Year 2026 Commissioner discussion items that have requested staff follow-up during the Comments/Discussion Items portion of the Board's regular meetings.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the End-of-Year Status Report on the Fiscal Year 2026 Commissioner Discussion Items (Attachment #1).

Report and Discussion

Background:

This item seeks Board acceptance of the end-of-year status report on the Fiscal Year (FY) 2026 Commissioner discussion items. At each regularly scheduled Board meeting under Commissioners' Discussion time, Commissioners can make requests and/or inquiries of staff. If staff action is requested, Board approval is required. The County Administrator, as well as the County Attorney, then make staff assignments of approved requests by the Board. The status of such items is then tracked by Administration and reported to the Board semiannually (mid-year and end-of-year). The County Administrator utilizes the status report year-round as a management tool to ensure the appropriate actions are taken in response to Board direction.

Analysis:

For FY 2026, other than Proclamations, a total of 67 items were generated as a result of Commissioner discussion. One (1) of the items was derived from discussion at the October 28, 2025 Legislative Workshop, one (1) was derived from the August 17, 2026 Public Hearing, and the remaining 65 items were the result of Board action during regular Board meetings (Attachment #1).

As reflected in Attachment #1, the discussion items are categorized by status with those recorded as "Done" having been completed in entirety; "In Progress" for items that are currently underway based on the Board's direction; and "Ongoing" for items that are anticipated to be completed and brought to the Board for direction at a later date. An example of an "Ongoing" discussion item would be the inflationary adjustment to establish the Commissioner office budgets each year which was included in the FY 2027 budget, and which requires an agenda item and Public Hearing to adopt an ordinance to codify the inflationary adjustment in the Leon County Code of Laws. Of the 67 items generated in FY 2026, 59 items are "Done", and eight (8) items are "Ongoing." Additionally, of the 14 items carried over from previous fiscal years, 12 are "Done", one (1) is "In Progress, and one (1) is "Ongoing."

Options:

1. Accept the End-of-Year Status Report on the Fiscal Year 2026 Commissioner Discussion Items (Attachment #1).
2. Do not accept the End-of-Year Status Report on the Fiscal Year 2026 Commissioner Discussion Items.
3. Board direction.

Recommendation:

Option #1

Attachment:

1. End-of-Year Status Report on the FY 2026 Commissioner Discussion Items

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
April 9, 2024	Welch	Requested an agenda item to consider an ordinance that allows for the use of golf carts on County roadways in retirement communities including Dempsey Mayo Road for residents of the Westminster Oaks retirement community.	Admin / Public Works / County Attorney Nawfal Ezzagaghi / Brent Pell / Chasity O'Steen	**Done** *At the request of Chris Wickberg (Westminster Management), the County delayed bringing the item forward to allow more time for internal discussions with residents. Mr. Wickberg emailed staff on September 26, 2025, advising that there is interest in an ordinance allowing golf carts on the road crossing Dempsey Mayo. Agenda Item #11 on February 10, 2026, provided detailed information confirming the requested golf cart crossing locations do not meet the minimum safety standards required for golf cart use on the roadways.*
January 28, 2025	Maddox	Requested an agenda item to consider renaming the North Florida Fairgrounds in honor of Commissioner Bill Proctor.	Admin / P.L.A.C.E. / County Attorney Nawfal Ezzagaghi / Artie White / Chasity O'Steen	*Ongoing* *The renaming option is contingent upon the conclusion of the ongoing Fairgrounds lease renegotiation process. At the April 14, 2026 meeting, the Board designated Chairman Caban and County Administrator Long to continue lease negotiations with the North Florida Fairgrounds Association and bring back options for consideration.*
April 8, 2025	Maddox	Requested a memorial marker honoring State Representative Gwen Cherry.	Community & Media Relations / Public Works Mathieu Cavell / Brent Pell	*In Progress* *On May 28, 2025, the County initiated the application process for a historical marker with the Florida Department of State (State). Due to the proposed location of the marker, owner approval from the Florida Department of Environmental Protection and Florida State University would be required. A multi-party location agreement was developed and submitted. Subsequently, the location was amended to S. Meridian Street requiring only an agreement between the County and the City. On March 17, 2026, the City provided a fully executed Sign Encroachment and Maintenance Agreement. On Tuesday, May 26, the Gwen S. Cherry Historical Marker was approved by the Florida Historical Marker Council. Following approval of the historical marker, the order for the marker was placed by the Florida Department of State with Sewah Studios on June 3, 2026. The County will be contacted upon completion, which is expected to take about 4 to 6 months.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
May 27, 2025 Special Meeting	Proctor	Requested a study on residential and commercial loitering with recommended solutions.	Admin / County Attorney / HSCP Shington Lamy / Chasity O'Steen / Abigail Thomas	**Done** *Agenda Item #13 on February 10, 2026.*
June 10, 2025	Caban	Requested an agenda item to determine the feasibility of potential public uses for the Woodville Aquaculture Facility and the owner's interest in the potential sale of the property.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Agenda Item #13 on January 27, 2026.*
July 8, 2025	O'Keefe	Requested a status report on corrective actions once the Audit Advisory Committee has an opportunity to provide recommendations based on the FY 2023 – 2024 Audit and Financial Statements.	Clerk of Courts Kim Wilder	**Done** *Agenda Item #15 on February 10, 2026.*
	Proctor	Requested the County Attorney prepare a report on discrimination practices relative to the provision of sewer services in the Urban Services Area, including properties that lack access to sewer or do not have a City of Tallahassee meter, and to advise the Board on options to close the service gap.	Admin / County Attorney Chasity O'Steen	**Done** *The County Attorney provided the requested information by email to the Board on January 13, 2026.*
September 15, 2025	Maddox	Provide an update on the minimum requirements for small businesses to contract with the County (i.e., bid process, insurance and bonding requirements, etc.) and outreach efforts for small businesses to learn how to successfully contract with the County.	Admin / MWSBE Nawfal Ezzagaghi / Darryl Jones	**Done** *Information included in Agenda Item #14 on December 9, 2025 (FY 2024 Annual Status Report on the MWSBE Expenditures for Leon County).*
	Caban	Assess the contracting allegation related to the Tallahassee Museum and one of its board members.	Admin / Tourism Mathieu Cavell / Kerri Post	**Done** *Agenda Item #17 on February 10, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
September 15, 2025 (cont.)	Caban	Work with the homeowners of Williams Landing Road to develop a traffic calming proposal to bring back to the Board for consideration.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Staff provided an update to the homeowners on current actions along the roadway including enhanced speed limit signage and assessment of nighttime visibility of signs. There are no approved plans to install speed humps on this roadway since the County has not received a petition with the required minimum number of signatures.*
	Proctor	Prepare an agenda item on the Leon County Fairgrounds Lease Agreement term negotiations and an overview of the Fair Association including its history, structure, authority, and options for the County to enhance its oversight of the property including any Legislative proposals.	Admin / PLACE Nawfal Ezzagaghi / Artie White	**Done** *Agenda Item #16 on February 10, 2026.*
	Maddox	Request for staff to look into excessive loitering reported by constituents at the Marathon Gas Station off Lake Bradford Road.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Staff coordinated with the HOST Deputies and City Code Enforcement to address the concerns. On November 7, 2025, Assistant County Administrator Shington Lamy provided an update via email to the Commissioner. Staff reached out to the citizen who contacted the Commissioner and provided information on how to submit a code complaint with the City through DigiTally as the location is within City limits. In addition, HOST Deputies continue to monitor this location.*
	Maddox	Issue an ITB for maintenance and landscaping services for sections of Capital Circle if the Interlocal Agreement with the City of Tallahassee is not executed.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Agenda Item #11 on January 27, 2026.*
September 23, 2025 (Special Meeting)	Caban	Directed staff to bring back Issue #7 (clean-up of outdated statutory references in the Charter) related to Charter Amendments as a potential Board-initiated charter amendment.	Admin / County Attorney Nicki Hatch / Chasity O'Steen	**Done** *Agenda Item #19 on March 10, 2026, provided the draft charter amendment and request to schedule a public hearing for May 12, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
October 14, 2025	Proctor	Directed staff to partner with the Tallahassee Urban League and the Leon County Sheriff's Office on a media campaign to reduce gun violence.	Admin / Community & Media Relations Mathieu Cavell / Kianna Gilley	**Done** *CMR partnered with the Tallahassee Urban League and Leon County Sheriff's Office to educate residents to never leave firearms in unlocked vehicles to prevent violent crimes. The integrated marketing campaign included promotion via print advertising through the Leon County Link (published in the Tallahassee Democrat, Capital Outlook, and Tallahassee Reports) and social media promotion on the County's social media channels (Facebook, X/Twitter, etc.). In addition, printed campaign materials were distributed at all County library branches and community centers.*
	Proctor	Requested a status report on recent changes to open carry gun laws including where open carry is allowed on Leon County properties, including leased properties such as Gene Cox Stadium, and options to increase security at those properties for the safety of employees and the public.	County Attorney / Admin / ORS Chasity O'Steen / Nawfal Ezzagaghi / Maggie Theriot	**Done** *On November 3, 2025, the County Administrator shared a memorandum with the Board and all County employees on this topic. On May 21, 2026, the County Administrator emailed information to the Board detailing the enhanced security measures implemented for Commission Meetings. As described in the June 9, 2026 Final Report on the 2026 Legislative Session, the Legislature did not take action on this issue. As a result, on September 22, 2026, the Board adopted a 2027 state legislative priority in support of clear and consistent firearm restrictions for sensitive government and community spaces – locations already identified in statute as warranting firearm restrictions. Gene Cox Stadium is operated and maintained by Leon County Schools, which determines the appropriate level of security needs for athletic events. Section 790.115, Florida Statutes, generally prohibits the possession of a firearm at a school-sponsored event except in certain limited circumstances.*
	O'Keefe	Directed staff to prepare an agenda item and analysis on the Tallahassee Memorial Healthcare Community Health Needs Assessment Report that was recently released to identify any potential actions the County can take to improve the health of County residents.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #12 on March 10, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
October 14, 2025 (cont.)	O'Keefe	Requested an agenda item with a draft ordinance to incentivize the construction of affordable housing through a County property tax exemption as provided in the Live Local Act.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #18 on January 27, 2026.*
	Cummings	Directed the County Attorney to provide an email to the Board with information on the regulation of cemeteries in Florida including the County's jurisdictional authority related to the gravesite at the Capital City Country Club, and information on the State's gravesite registry process.	County Attorney Chasity O'Steen	**Done** *The County Attorney provided the requested information by email to the Board on November 17, 2025.*
	Cummings	Requested information from the County Attorney via email regarding any wrongful death litigation notification the County may have received recently.	County Attorney Chasity O'Steen	**Done** *The County Attorney provided an update via email to the Board on February 18, 2026.*
October 28, 2025 Legislative Workshop	Caban	Requested a resolution in support of policies requiring convicted sex offenders to be held in custody until sentencing to prevent additional crimes being committed after conviction. Additionally, the resolution should support a legislative bill to be filed and named after a local child (Missy) who was tragically killed by a convicted sex offender who was awaiting sentencing. Finally, the request for an informational agenda item to be presented with coordination from the Public Defender, State Attorney, and County staff if/when the legislative bill is filed.	Admin / County Attorney Nicki Hatch / Chasity O'Steen	**Done** *The Resolution was provided and approved by the Board in agenda item #17 on November 18, 2025, and was included in the County's State Legislative Priorities.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
November 18, 2025	Minor	Directed staff to include a policy item for consideration of adoption at the next comp plan amendment cycle recommending proposed map amendments in unincorporated Leon County pertaining to 10 acres or more in the Lake Preservation, Residential Preservation, or Rural Land Use categories and proposed expansion to the USA shall be provided to the Board of County Commissioners as an agenda item or in a workshop format prior to the Board considering the amendment in a transmittal or adoption hearing.	Admin / Planning Nawfal Ezzagaghi / Artie White / Mike Alfano	**Done** *Agenda item #23 on March 10, 2026. The Board approved the transmittal of the 2026 Cycle Comprehensive Plan Amendments to the State with a second public hearing scheduled on May 12, 2026.*
	Proctor	Directed staff to complete an analysis of the pros and cons of a consolidated government, including Fire Services, with an option to include as a referendum November 2026 ballot.	Admin Ken Morris	**Done** *Agenda item #19 on December 9, 2025.*
December 9, 2025	Proctor	Requested a copy of the CHSP Procedures Manual to review information regarding the appeals process.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *The CHSP Procedures Manual was emailed to Commissioner Proctor on December 15, 2026.*
	Cummings	In March of 2026, bring back the MOU with the City of Tallahassee on the Community Human Services Partnership to establish minimum funding awards, eliminate funding caps, and perform administrative updates (Option #2 for agenda item #17), and include a status report on which organizations have been funded by CSC Leon.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #17 on March 10, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
December 9, 2025 (cont.)	Proctor	Directed the County Administrator to prepare ballot language for Board consideration to proceed with a non-binding referendum to gauge public interest in the possibility of consolidation for November 3, 2026.	Admin / County Attorney Ken Morris / Mathieu Cavell / Chasity O'Steen	**Done** *Agenda Item #18 on March 10, 2026.*
	Minor	Directed staff to meet with the individuals who spoke regarding protections for Carr Cemetery.	Admin / DSEM Nawfal Ezzagaghi / Scott Brockmeier	**Done** *DSEM staff met with Ms. Althemese Barnes, Reverend Dickey, and other friends and family interested in protections for Carr Cemetery on December 18, 2025. Information was provided regarding current protection of the cemetery included in Article IV, Chapter 10, Leon County Code of Laws. If an application for development is submitted in the future, DSEM will evaluate the site for compliance with the regulations that protect the cemetery along with legal access.*
	Proctor	Directed the County Administrator to prepare an agenda item identifying opportunities for service agencies to be co-located at the County Health Departments on Old Bainbridge Road and Orange Avenue.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #10 on February 10, 2026.*
January 27, 2026	Cummings	Requested an agenda item to identify the number of homeless women and children in Leon County and how the County can support their transition to permanent housing.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #16 on July 14, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
January 27, 2026 (cont.)	O'Keefe	Requested a status report regarding the size of the cemetery recently discovered at Tom Brown Park and to include the County's role, as the owner of the property, in preserving the site.	Admin / County Attorney / ORS Nawfal Ezzagaghi / Chasity O'Steen / Maggie Theriot / Amanda Heidecker	**Done** *On October 1, 2026, County Administrator Long provided an update to the Board via email following the completion of the State's assessment. Human remains were discovered at Tom Brown Park, and the Florida Department of State Division of Historical Resources has completed its assessment. The remains were confirmed to represent a single historic burial dating to 1900–1935, associated with the adjacent Kilpatrick family cemetery. Those remains have been reinterred on-site, and the trail section near the cemetery has been permanently rerouted. The State's report contained no site preservation recommendations, and the City of Tallahassee continues to coordinate with Kilpatrick family descendants. No action is required by the Board.*
	Proctor	Requested individual Commissioner tours of the septic to sewer project areas in Woodville.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Commissioner Proctor completed a tour on February 9, 2026. Vice Chairman O'Keefe completed a tour on February 20, 2026. No additional tours have been requested.*
February 10, 2026	Caban	Requested an update on the finality of lease negotiations with the North Florida Fair Association within 90 days.	Admin / PLACE Nawfal Ezzagaghi / Artie White	**Done** *Agenda Item #16 on April 14, 2026.*
	Cummings	Draft proposed revisions to the FY 26–27 County Tourism Grant Guidelines and work with COCA to implement comparable revisions to COCA's Grant Guidelines for Tourism funded programs to include language restricting grant awards to board members of the entity without a competitive solicitation process, provide clear guidelines and thresholds for circumstances that require a competitive solicitation process, and provide for limited exceptions including sole source vendors.	Admin / Tourism / Purchasing Ken Morris / Mathieu Cavell / Kerri Post / Melanie Hooley	**Done** *The required language was included in both the COCA Fiscal Year (FY) 2027 Grant Guidelines for their TDT-funded grant programs and the FY 2027 Tourism Event Grant Guidelines. Additionally, the required language is incorporated in both COCA and Tourism FY 2027 Grant Agreements for all TDT-funded grant programs.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
February 10, 2026 (cont.)	O'Keefe	Requested an email from the County Administrator or the County Attorney of what laws are in place to protect tenants in our community against retaliation from landlords.	County Attorney Chasity O'Steen	**Done** *An email with the requested information was sent to the Board by the County Attorney on February 17, 2026.*
	Proctor	Directed the County Attorney to prepare a letter from Leon County to the landlord of the properties impacted by the emergency situation demanding repayment of costs incurred by Leon County and requesting abatement of rent during the duration of the emergency event for those residents.	County Attorney Chasity O'Steen	**Done** *Letter sent to Florida Sun Estates II Management from the County Attorney on February 20, 2026. On March 9, 2026, Florida Sun Estates II Management provided a response letter and agreed to reimburse the County for expenses incurred and abate the rent of tenants.*
	Caban	Requested staff provide contact information for Legal Services of North Florida to the residents who were impacted by the emergency event.	Community & Media Relations Kianna Gilley	**Done** *Leon County Emergency Management team conducted multiple rounds of calls to the impacted residents at Sun Estates II and provided contact information for both 211 and Legal Services of North Florida. As of February 12, 2026, all residents reported no additional needs at that time.*
	Minor	Requested support of the Local Funding Request for Lake Jackson habitat restoration and addition to the County's Legislative priorities.	Admin Nicki Hatch	**Done** *Topic was added to the County's Legislative priorities list and a final report on the 2026 Legislative Session is anticipated to be provided to the Board at the May 12, 2026 meeting.*
	O'Keefe	Requested an agenda item proposing a complete streets ordinance and comparison of what currently exists in the Comprehensive Plan.	Admin / PLACE / Planning Nawfal Ezzagaghi / Artie White / Mike Alfano	**Done** *Agenda item #9 on May 12, 2026.*
	Proctor	Requested a status report on turnover of staff at the Leon County Health Department over the last three years.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #12 on April 14, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
February 10, 2026 (cont.)	Proctor	Requested a briefing from staff related to agenda materials from the December 9, 2025 meeting, to ensure he understands the road maps included as Attachment #1 of the Comprehensive Plan Update agenda item.	Admin / PLACE / Planning Nawfal Ezzagaghi / Artie White / Mike Alfano	**Done** *Briefing completed on February 23, 2026.*
	Caban	Requested an email update to the Board on the Airport Gateway Project.	Admin / PLACE / Blueprint Nawfal Ezzagaghi / Artie White / Autumn Calder	**Done** *Email update sent from the County Administrator to the Board on February 24, 2026.*
March 10, 2026	Proctor	Schedule a workshop with partners on the topic of the TMH 2025 Community Health Needs Assessment.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Agenda Item #10 on July 14, 2026.*
	Proctor	Develop an inflationary adjustment to establish the Commissioner Office budgets each year.	Admin / OMB Roshaunda Bradley	*Ongoing* *The inflationary adjustment was included in the FY 2027 budget. A Public Hearing will be scheduled for December to adopt an Ordinance to codify the inflationary adjustment in the Leon County Code of Laws.*
	Minor	Schedule a workshop on the topic of food insecurity once the FAMU Food Council completes its report.	Admin / HSCP Shington Lamy / Abigail Thomas	*Ongoing* *The Workshop on food insecurity and access will incorporate the FAMU Food Council Report which is anticipated to be completed at the end of 2026.*
	Minor	Requested an agenda item from the County Attorney on current whistleblower protections in place for Leon County employees, contractors, and non-profits that receive County funding.	County Attorney Chasity O'Steen	**Done** *Agenda Item #11 on April 14, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
March 10, 2026 (cont.)	O'Keefe	Requested an agenda item 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 Chasity O'Steen	**Done** *Agenda Item #15 on April 14, 2026.*
	Proctor	Prepare a Board-initiated Charter Amendment regarding County ordinances superseding City ordinances in instances of conflicts.	Admin / County Attorney Chasity O'Steen / Ken Morris	**Done** *Agenda Item #14 on April 14, 2026. Public Hearing Agenda Item #23 on June 9, 2026.*
	Proctor	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.	Admin / County Attorney / Public Works Nawfal Ezzagaghi / Chasity O'Steen / Brent Pell	**Done** *Public Hearing Agenda Item #24 on June 9, 2026.*
April 14, 2026	Cummings	Requested an estimate on the number of homeless veterans in Leon County.	Admin / HSCP Shington Lamy / Abigail Thomas	**Done** *Information provided to the Board via email from the County Administrator on April 16, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
April 14, 2026 (cont.)	Maddox	Requested an agenda item providing a new framework and directive to address harmful public policy decisions previously enacted by the County that can be forwarded to the CCRC for further development and consideration as a potential Charter Amendment. The new framework should: Be specific to public policy decisions enacted by the BOCC; Focus on geographic areas and not consider race, gender, or similar classifications; Be compliant with state and federal laws; and, Not jeopardize state/federal funding provided to the County.	Admin / County Attorney Shington Lamy / Nicki Hatch / Chasity O'Steen	**Done** *Agenda item #14 on May 12, 2026.*
	O'Keefe	Requested information on the possibility of extending bus service on Apalachee Parkway to allow access to the National Cemetery.	Admin / HSCP Shington Lamy / Abigail Thomas / Ben Bradwell	**Done** *Email from the County Administrator to Vice Chairman O'Keefe sent on April 22, 2026.*
	O'Keefe	Requested an informational agenda item at the May 12, 2026 meeting, providing an update on actions related to the Southwood DRI roadways.	Admin / DSEM / County Attorney Nawfal Ezzagaghi / Scott Brockmeier / Chasity O'Steen	**Done** *Agenda item #11 on May 12, 2026.*
	Proctor	Requested an agenda item on recent deaths in the Leon County Detention Facility including an overview of the investigative process and related reports.	Admin / LCSO Nicki Hatch / Cameron Williams / Ron Cave	**Done** *Agenda Item #15 on June 9, 2026.*
	Proctor	Requested an agenda item with options to rename Capital Park to Beasley-Nims Capital Park.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot / Amanda Heidecker	**Done** *Agenda item #10 on May 12, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
April 14, 2026 (cont.)	Caban	Requested an agenda item for the May 12, 2026 meeting, highlighting all government and contracted cameras used in public spaces in Leon County, including programs or partnerships with the private sector, any financial costs, and information on the use of artificial intelligence.	Admin / OIDA Shington Lamy / Teresa Broxton	**Done** *Agenda item #6 on May 12, 2026.*
	Caban	Requested an agenda item for the May 12, 2026 meeting, providing an update on water quality in Lake Munson.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Agenda Item #8 on May 12, 2026.*
May 12, 2026	Cummings	Requested a workshop to further discuss the topic of administration of cultural programming and possible amendments to the Leon County Tourist Development Plan.	Admin / Tourism / OMB Mathieu Cavell / Kerri Post / Roshaunda Bradley	**Done** *Budget Discussion Item #3 on June 16, 2026.*
	Maddox	Directed the County Attorney to bring back an agenda item which analyzes the Board's legal purview and oversight options regarding the use of video cameras in public spaces to protect privacy rights and limit the collection of data by third parties	Admin / CAO Chasity O'Steen	**Done** *Agenda Item #25 on September 15, 2026.*
	Maddox	Authorized the Chairman to send a letter to the North Florida Fair Association and the City of Tallahassee requesting the renaming of Capital Park.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot	**Done** *Chairman Caban emailed letters to the NFFA and the Mayor of Tallahassee on May 13, 2026. The NFFA provided a response letter to the Board on June 9, 2026. As a City park, renaming requires City action.*
	O'Keefe	Requested an agenda item for the Board to consider obtaining outside counsel to determine whether the County has standing and a good faith basis to legally challenge the constitutionality of SB 1134	Admin / CAO Chasity O'Steen	**Done** *Agenda Item #22 on July 14, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
May 12, 2026 (cont.)	Proctor	Requested staff review citizen concerns regarding speeding on Balkin Road.	Admin / Public Works Nawfal Ezzagaghi / Brent Pell	**Done** *Staff initiated a traffic study for Balkin Road and installed speed-feedback signs. Staff emailed Commissioner Proctor's office on June 3, 2026 with this information.*
	Caban	Requested the County Administrator review options to increase security on the 5th floor of the Courthouse.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot	**Done** *The County Administrator emailed information to the Board regarding enhanced security measures for Commission Meetings on May 21, 2026.*
June 9, 2026	Proctor	Requested additional information on events to celebrate the 250th Anniversary of the U.S.	Admin / Tourism Mathieu Cavell / Kerri Post	**Done** *Agenda item #16 on October 13, 2026.*
	O'Keefe	Requested additional information on Federal regulations of PFAS chemicals.	Admin Nicki Hatch	**Done** *The County Administrator emailed the Board with an update on State and Federal regulations regarding PFAS on June 15, 2026.*
	Proctor	Include in the Budget Workshop an analysis on the installation of shaded cover over the basketball court at J. Lewis Hall, Sr. (Woodville) Park.	Admin / OMB / ORS Nawfal Ezzagaghi / Roshaunda Bradley / Maggie Theriot	**Done** *Analysis provided in the June 16, 2026 Budget Workshop materials.*
	Caban	Requested a status report exploring ways to incentivize bringing a grocery store to the Woodville area.	Admin / PLAN / OEV Nawfal Ezzagaghi / Mike Alfano / Keith Bowers	*Ongoing* *Agenda item anticipated at the December 8, 2026 meeting.*
	Maddox	Requested a status report on the Lake Hall Schoolhouse Property.	Admin Shington Lamy / Cameron Williams	**Done** *The County Administrator emailed Commissioner Maddox with a status report on the Lake Hall Schoolhouse property on August 3, 2026.*
	Caban	Requested an agenda item for the July 14th meeting with details of a one-year moratorium on data centers in Leon County to include legal parameters and context from SB 484.	Admin / CAO / DSEM Chasity O'Steen / Scott Brockmeier	**Done** *Agenda Item #21 on July 14, 2026.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
July 14, 2026	Maddox	Requested an agenda item to add a legislative priority to specify the inclusion of specific holidays or celebrations into Florida law to allow Leon County and other local governments to continue to recognize.	Admin / CAO Chasity O'Steen / Nicki Hatch	**Done** *Information was presented during the September 22, 2026 Legislative Priorities Workshop and adopted as a state legislative priority.*
	Maddox	Authorize the County Attorney to initiate the termination with cause notification to the City regarding the Fire Service Fee Interlocal Agreement.	County Attorney Chasity O'Steen	**Done** *On August 18, 2026, the County Attorney hand delivered a termination for cause letter to the City.*
	Cummings	Requested an agenda item providing options for the placement of a historical marker on the Leon County Courthouse grounds recognizing Dr. Charles Evans.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot	**Done** *Agenda Item #28 on September 15, 2026 was tabled by the Board.*
	O'Keefe	Requested an agenda item with information on buildings and residences more than 1,000 feet from a fire hydrant and recommendations for addressing this throughout the County.	Admin / PW / EMS Nawfal Ezzagaghi / Shington Lamy / Brent Pell / Charles Wu / Chief Chad Abrams	*Ongoing* *Agenda item anticipated at the November 17, 2026 meeting.*
	O'Keefe	Requested additional information from CMR regarding funding spent on advertisements in local news outlets.	Admin / CMR Mathieu Cavell	**Done** *On July 22, Community and Media Relations staff responded to the Vice Chairman with an overview of the County's outreach efforts, including the County's spending in each publication alongside each outlet's circulation with Fiscal Year 2025 actuals.*
	Caban	Requested an agenda item to consider a tourism program that would partner with local colleges and universities to promote large events hosted at local collegiate facilities to bring additional tourism into Leon County.	Admin / Tourism Mathieu Cavell / Kerri Post	**Done** *Agenda Item #27 on September 15, 2026. The proposed County Policy for the IMPACT Program will be presented to the Board at the December 8, 2026 meeting.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
August 17, 2026 Public Hearing	Proctor	Requested a status report on Leon County policies related to dilapidated and/or damaged mobile homes.	Admin / DSEM / HSCP Nawfal Ezzagaghi / Shington Lamy / Scott Brockmeier / Abigail Thomas	**Done** *Agenda Item #19 on September 15, 2026.*
September 15, 2026	O'Keefe	Direct staff to proactively pursue new development partnerships on manufactured home applications for affordable housing tax credits and bring back an agenda item on relocation assistance options for residents facing displacement due to the sale of a mobile home park and associated rent increases.	Admin / HSCP Shington Lamy / Abigail Thomas	*Ongoing* *Agenda item anticipated at the December 8, 2026 meeting.*
	Proctor	Revise the Real Estate Policy (No. 16-5) to prohibit the use of automated license plate recognition systems on County property, including rights-of-way, and direct staff to initiate the termination and removal process for existing ALPR) systems on County property and rights-of-way.	County Attorney / Admin / Real Estate Chasity O'Steen / Ken Morris / Kim Vickery	*Ongoing* *Letters were mailed the week of September 21st directing ALPR system providers to remove their equipment from County property and rights-of-way within 30 days. An agenda item revising the Real Estate Policy is anticipated for the November 17, 2026 meeting.*
	Proctor	Direct the County Attorney to proceed with dispute resolution and pursue a breach of contract with the City of Tallahassee specific to the provisions of the Fire Services Agreement related to the disposition of assets	County Attorney Chasity O'Steen	**Done** *The County Attorney initiated the dispute resolution process by notifying the City of Tallahassee on September 18, 2026. The County Attorney will provide updates to the Board throughout the process.*
	Minor	Requested an agenda item to consider naming the Leon County Emergency Medical Services (EMS) building in honor of Tom Quillin, a former Leon County EMS Chief.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot	*Ongoing* *Agenda item anticipated at the November 17, 2026 meeting.*

FY 2025/2026
Commissioner Discussion Items Status Report
October 1, 2025 – September 30, 2026

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
September 15, 2026 (cont.)	Proctor	Requested an agenda item to consider allowing the greenspace at the B.L. Perry Branch Library to be used for commemoration of community leaders.	Admin / ORS Nawfal Ezzagaghi / Maggie Theriot	*Ongoing* *Agenda item anticipated at the November 17, 2026 meeting.*
	Caban	Requested a status report from the County Attorney to be presented at the October 13th meeting regarding the ability of Leon County to regulate the sale of Kratom.	County Attorney / DSEM Chasity O'Steen / Nawfal Ezzagaghi / Scott Brockmeier	**Done** *Agenda Item #22 on October 13, 2026.*

Leon County
Board of County Commissioners

Notes for Agenda Item #16

Leon County Board of County Commissioners

Agenda Item #16

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on County Programming and Events to Celebrate the 250th Anniversary of the United States

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Mathieu Cavell, Director, Community Relations, Resilience and Innovation
Lead Staff / Project Team:	Kerri L. Post, Director, Division of Tourism Jon LaBarre, Senior Operations Manager

Statement of Issue:

As requested by the Board, this item provides a status report on Leon County's programming and events to celebrate the 250th anniversary of the United States. This item also highlights the grand finale of the County's America250 observance, "Countdown at Cascades: America's Next 250", to be held on December 31, 2026, at the Adderley Amphitheater at Cascades Park.

Fiscal Impact:

This item has no fiscal impact. Funding has already been allocated through the annual budget process for America250 activities.

Staff Recommendation:

Option #1: Accept the Status Report on County Programming and Events to Celebrate the 250th Anniversary of the United States.

Report and Discussion

Background:

As requested by the Board at the July 14, 2026 meeting, this item provides a status report on Leon County programming and events to celebrate the 250th anniversary of the United States.

The County's America250 efforts advance the FY 2022–FY 2026 Strategic Initiative to support Florida's coordinated U.S. semiquincentennial campaign by aligning County communications, programming and event planning with national and state messaging while leveraging local history and assets to drive engagement and visitation. These efforts support the Board's strategic priorities related to relevant library and community offerings, lifelong learning, and the County's tourism economy.

This status report advances the following FY 2022 – FY 2026 Strategic Initiative and 5-Year Target:

- *Support Florida's coordinated U.S. semiquincentennial (250th) campaign by aligning County communications and event planning with national and state messaging, leveraging local history and assets to drive engagement and visitation. (2026-104)*
- *Support 900 community events, sporting competitions, festivals, performances, and cultural programing that will attract visitors and residents. (T-10)*

This Strategic Initiative and 5-Year Target align with the Board's Economy and Quality of Life Strategic Priorities:

- *(EC4) Grow our tourism economy, its diversity, competitiveness, and economic impact.*
- *(Q2) Provide relevant offerings through our libraries and community centers which promote literacy, life-long learning, and social equity.*

The County recently completed the year-long celebration of the Tallahassee-Leon County Bicentennial in 2024 which marked a significant milestone in the community's history featuring more than 200 events, programs, and activities throughout the year. In partnership with the Bicentennial Steering Committee, the County organized Bicentennial Day at the Capitol and the Bicentennial Weekend Spectacular, which included community history walks, the dedication of the First Florida Capitol replica in Cascades Park, and a sold-out concert at the Adderly Amphitheater.

Throughout 2026, Leon County is participating in the national and statewide America250 commemoration by leveraging County programs in Libraries, Human Services and Community Partnerships, and Tourism to provide opportunities for residents and visitors to learn, commemorate, and participate in this national historic milestone. The following Analysis provides a summary of the year-round America250 activities, as well as programs and events delivered and scheduled to showcase and reflect on the unique and influential role Tallahassee-Leon County played in the history of our country.

Analysis:

A wide range of America250 County programs are being implemented through the Libraries, Office of Human Services and Community Partnerships, and the Division of Tourism which are highlighted below. The County's Division of Community and Media Relations (CMR) is an integral partner in the America250 programming efforts utilizing their multi-media information distribution channels to educate and engage residents in the County's America250 programming throughout the year. The County's America250 programming and events will culminate in a "Countdown at Cascades: America's Next 250" New Year's Eve Concert Event on December 31, 2026, at the Adderley Amphitheater at Cascades Park.

Library System

In alignment with national and statewide efforts, the LeRoy Collins Leon County Public Library (Library) developed thematic programs, story times, lectures, and displays to highlight historical milestones, cultural reflections, and the evolution of American democracy. Select initiatives are funded through Florida Humanities, the Library Services and Technology Act (LSTA), and supported by the Friends of the Library. These activities support literacy, historical education, civic engagement, and community enrichment across all library locations.

The Library launched a dedicated special America250 website landing page and provided residents with multiple ways to utilize the site and participate in the America250 commemoration. Activities include educational programming, reading resources and the Read Across America Beanstack Challenge. A new limited-edition commemorative America250 library card is available at no cost to new and current library cardholders, with over 2,400 issued since July while supplies last.

The Board supported the County's America250 efforts through acceptance of grant funding for public programming and the Library's historical collections. On July 14, 2026, the Board ratified the County's acceptance of a Library Services and Technology Act America250 Grant, administered through the Florida Department of State, Division of Library and Information Services, and authorized acceptance of a Florida Humanities America250 Book Collection Grant. The Library continues to organize a series of public programs, events, and commemorative initiatives in celebration of America250, incorporating state grant funding in support of these events.

On March 3, 2026, the Library hosted "Celebrating 250 Years: Women and Civic Life in Early America" where Dr. Mercedes "Sadie" Haigler from Florida State University explored the vital roles women played in early American civic life and the political networks that helped shape the nation's foundations. From July through September 2026, the Library hosted a three-part Library Lunch Break lecture series at the Main Library, featuring experts from local colleges and universities addressing topics related to American music, literature, history, and culture. The series included:

- "The Story Behind the Declaration of Independence" on July 20th featuring Tallahassee State College American history professor Dr. Andrea Oliver;

- "Moby-Dick and the Endless Afterlives of the White Whale" on August 12th featuring Florida State University professor of American literature Dr. Aaron Jaffe; and
- "The Music of America, Then and Now" on September 14th featuring Florida State University professor and author David Kirby.

Coming on Saturday October 17, 2026, patrons will have the opportunity to travel back to 1776 and uncover the often-overlooked roles Florida and the American South played during the American Revolution with Dr. Roger Smith presents "Florida and the South in the American Revolution". Discover how events beyond the 13 colonies helped shape the struggle for American independence.

The Library is utilizing the Florida Humanities America250 Book Collection Grant to acquire more than 130 new titles for children, young adults, and adults. These materials will be distributed throughout the Library system and featured in America250-themed book displays, providing residents with opportunities to explore the nation's history and diverse literary perspectives. The Library also offers America250 reading lists and an America250 collection through Libby, a web-based application for ebooks and digital audiobooks. Additional programming included the virtual September 1st author talk, "The Democracy We Must Keep," featuring historian David O. Stewart. The program examined the founding documents and principles of American democracy and provides an opportunity for residents to consider the continuing responsibilities associated with self-government.

Human Services and Community Partnerships

The Office of Human Services and Community Partnerships incorporated the America250 commemoration into its broader community engagement and service activities. In recognition of both the 25th anniversary of September 11, 2001, and the 250th anniversary of the United States, the County's 2026 9/11 Day of Remembrance and Service included a service project at Second Harvest of the Big Bend. County leaders and staff packed and delivered 250 food boxes to local veterans and veterans service organizations. A remembrance ceremony was also incorporated into the event, connecting the commemoration of September 11th with the County's long-standing commitment to service and community unity.

Division of Tourism

In alignment with the VISIT FLORIDA America250 Florida Initiative, the Leon County Division of Tourism (Tourism) developed and deployed strategic digital and print marketing throughout the state and southeast showcasing Tallahassee-Leon County's numerous historic sites influential in the history of our country to stimulate visitation and visitor spending throughout the year. Tourism also developed interactive mobile app activities including a dedicated "America250: Tallahassee-Leon County" incentivized itinerary on the official Visit Tallahassee mobile application. This digital tool provides turn-by-turn navigation, historical overviews, and logistical details for the six (6) key historical sites featured in VISIT FLORIDA'S America250FL RoadTrip website and video series.

Tourism also incorporated dedicated America250 semiquincentennial editorial content into the Visit Tallahassee website and 2026 Tallahassee-Leon County Visitor Guide through a feature titled "America250: Exploring Tallahassee's Role in Shaping Our Nation", highlighting Leon County's foundational role in American history and local sites—such as Florida's Historic Capitol, Mission San Luis, the John G. Riley Center & Museum, and the First Florida Capitol Replica in Cascades Park. More than 70,000 physical copies are distributed annually through VISIT FLORIDA's official Florida Welcome Centers, hotel and lodging partners, and direct fulfillment of visitor inquiries, complemented by digital editions on VisitTallahassee.com and paid social media advertising to maximize out-of-market reach to draw visitors.

Over the summer, Tourism supported the commemoration through the "Explore Beyond Your Block: America250 Challenge" Program, which ran from June 1 – July 4, 2026 and encouraged residents and visitors to explore America 250 historic sites and other attractions in Leon County. Participants used the Visit Tallahassee mobile app to check in at participating locations, earn points, and compete for commemorative prizes. The challenge highlighted the County's historic, cultural, and natural assets while encouraging local exploration and supporting the County's tourism economy. The program also maintained steady community and visitor engagement, with the Instagram and Facebook promotional reel generating over 33,000 views, nearly 50,000 app page views during the promotional period (+300% over previous period), over 1000 location partner check-ins, and 429 new app downloads.

To cap off the County's year-long observance, on December 31, 2026, the Leon County Division of Tourism will host "Countdown at Cascades: America's Next 250" at the Adderley Amphitheater at Cascades Park. Serving as the official grand finale for Leon County's America250 activities, this signature free community event directly aligns event planning with the national milestone while driving economic activity and regional destination visibility and visitation. Building on the last two years of the County's successful annual New Year's Eve celebration at Cascades Park which included the close-out of the Bicentennial year in 2024 and last year's kick-off to hosting the World Athletics Cross Country Championships in 2025, the celebration this year "Countdown at Cascades: America's Next 250" will feature two scheduled live concert performances, on-site local food vendors, America250 activities and two coordinated fireworks displays (at 8:00 p.m. and 10:00 p.m.) designed to draw thousands of residents and visitors. The 2025 New Year's Eve event attracted more than 2,400 residents and visitor attendees of all ages throughout the evening.

Through the myriad of America250 programming, activities, and events, as well as the integration of targeted digital editorial and state campaign alignment, Leon County is utilizing the America250 celebration as an opportunity not only to commemorate a historic anniversary, but also to encourage lifelong learning, civic engagement, volunteerism, and broad appreciation for the people, places, and stories that have shaped the community and nation. The County will continue to promote America250 programming through its website, social media, newsletters, and other communications channels throughout the remainder of 2026.

Options:

1. Accept the Status Report on County Programming and Events to Celebrate the 250th Anniversary of the United States.
2. Do not accept the Status Report on County Programming and Events to Celebrate the 250th Anniversary of the United States.
3. Board direction.

Recommendation:

Option #1

Leon County
Board of County Commissioners

Notes for Agenda Item #17

Leon County Board of County Commissioners

Agenda Item #17

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Fiscal Year 2026 Tangible Personal Property Annual Report

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Melanie Hooley, Director, Purchasing Division
Lead Staff / Project Team:	Marina Hite, Purchasing Agent & Property Control Specialist

Statement of Issue:

As required by Florida Statutes and Leon County's Tangible Personal Property and Procedures Policy No. 02-5, this agenda item seeks Board acceptance of the Fiscal Year (FY) 2026 Tangible Personal Property Annual Report regarding the disposition of County tangible personal property.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the FY 2026 Tangible Personal Property Annual Report.

Report and Discussion

Background:

As required by Florida Statutes and Leon County's Tangible Personal Property and Procedures Policy No. 02-5 (Attachment #1), this agenda item seeks Board acceptance of the FY 2026 Tangible Personal Property Annual Report. The annual report provides information on the inventory and disposition of County tangible personal property.

Consistent with Florida Statutes and County Policy, the Purchasing Division conducts an annual physical inventory of all tangible personal property items and reports the findings to the Board. Updates to Policy No. 02-5 were adopted by the Board in June 2026 to strengthen the County's tangible personal property inventory and control procedures. The County is responsible for maintaining inventory control on all items under its authority, as well as items of the Property Appraiser, the Tax Collector, the Clerk of Courts, the Supervisor of Elections, and the Health Department. Florida Statutes charge County Sheriffs with maintaining their own inventory/property control system. All items were properly inventoried and accounted for during the last fiscal year.

Analysis:

The annual status report on tangible personal property is summarized in three categories: Surplus Auctions, Annual Inventory, and Inactivation of Property Items.

Surplus Auctions

The disposition of surplus tangible personal property of local governments is controlled by Section 274.05, Florida Statutes. The statute authorizes counties to dispose of surplus tangible personal property by public sale or donation, either to other governmental units in the county or to private nonprofit agencies. Several sales were held during FY 2026 via the PublicSurplus.com and Florida Auction Network internet auction sites. Net proceeds from the sale of vehicles and office equipment totaling $350,185.76 were added to the County's fund balance.

Annual Inventory

Property Control staff and department custodians recently conducted the FY 2026 annual inventory of 5,641 tangible personal property assets valued at $61,812,299.10. 938 items were inactivated in accordance with County policy, as described in the next section of the Analysis and provided in Attachment #2.

Inactivation of Property Items

Table #1 provides a summary of the inactivated inventory items for FY 2026 and the reasons for inactivation by category. There are several reasons an item may be recommended for inactivation in the property records. Common reasons include sale, donation, trade-in, dealer buy-back, return, disposal, cannibalization, loss, recycling, duplicate tagging, or tagging in error.

Table #1: FY 2025 Inactivated Inventory Items

Reason	Number of Items
Goodwill Donation	487
Recycled, Discarded, Cannibalized	88
Trade In / Dealer buy back	53
Double tagged/Tagged in Error	3
Sold	52
Lost/Stolen	4
Below Tangible Personal Property Threshold	251
Total	**938**

The total number of property items inactivated in FY 2026 is 938 (Attachment #2). All inactivations were processed in accordance with established property control procedures to validate and fully document the disposition of County property. Of the 5,641 assets inventoried, four assets, or approximately 0.07% of the total, were reported as stolen and are supported by police reports. Additionally, Supervisor of Elections staff conducted a review of their inventory records and identified 250 ballot boxes that fall below the County's $1,000 tangible personal property inventory threshold and are not required to be included in the inventory. Although these ballot boxes remain in use, they were removed from the County's inventory roll as part of the FY 2026 inactivation process. One Office of Information Technology item was also removed from the inventory roll for the same reason. These actions ensure compliance with the Tangible Personal Property Policy and maintain accurate County asset records.

Options:

1. Accept the FY 2026 Tangible Personal Property Annual Report.
2. Do not accept the FY 2026 Tangible Personal Property Annual Report.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Policy No. 02-5 "Tangible Personal Property Policy and Procedures"
2. FY 2026 List of Tangible Personal Property Items Inactivated from the Property Control Records

Board of County Commissioners
Leon County, Florida

Policy No. 02-5

Title:	Tangible Personal Property Policy and Procedures
Date Adopted:	June 9, 2026
Effective Date:	June 9, 2026
Reference:	Chapter 274, Florida Statutes
Policy Superseded:	Policy No. 98- adopted November 24, 1998; Policy No. 02-5 adopted April 16, 2002; revised December 13, 2005; September 24, 2019; June 8, 2021

It shall be the policy of Leon County, Florida, that Policy No. 02-5 "Tangible Personal Property Policy and Procedures" adopted by the Board of County Commissioners on June 8, 2021, is hereby amended, and a revised policy is hereby adopted in its place, to wit:

LEON COUNTY GOVERNMENT
TANGIBLE PERSONAL PROPERTY POLICY AND PROCEDURES

TABLE OF CONTENTS

SECTION I DEFINITIONS 3

SECTION II TANGIBLE PERSONAL PROPERTY RECORDS AND REPORTS 4

SECTION III ACQUISITION OF TANGIBLE PERSONAL PROPERTY 4

SECTION IV PROPERTY TRANSFERS AND SURPLUS PROPERTY 6

SECTION V PROPERTY DISPOSAL 7

SECTION VI PHYSICAL INVENTORY, TAGGING AND CONDITION CODING OF PROPERTY ITEMS 7

SECTION VII CUSTODIAN TRAINING AND ACKNOWLEDGMENT 9

SECTION VIII SPECIAL ACCOUNTING AND REPORTING PROCEDURES 9

SECTION I DEFINITIONS

1. County Tangible Personal Property is defined as property which:
   a. is not fixed in place and not an integral part of a structure or facility;
   b. is not an integral part or component of another piece of equipment;
   c. has an original acquisition cost of $1,000 or more;
   d. is not consumed in use; and
   e. has a useful life of one year or more after initial acquisition.

2. Property Custodian is defined as any department head, division head, or County employee under Leon County Government as designated by the County Administrator; any Constitutional Officer of the County, except for the Sheriff; the Court Administrator; and any other individual or entity having possession and control of County tangible personal property.

3. Back-up Property Custodian is an employee designated by a department to perform the duties of the Property Custodian in the custodian's absence to ensure continued accountability and management of department tangible personal property.

4. Custodian's Delegate means a person under the supervision of the Property Custodian, to which person the Custodian may delegate the use and immediate control of property, and from whom the Custodian may require custody receipts.

5. Property Control Activity Form (PCAF) is a form used to document and authorize changes to County tangible personal property, including acquisitions, transfers, updates, and disposals.

6. Gaining Custodian is a Property Custodian who is adding inventory.

7. Losing Custodian is a Property Custodian who is removing inventory.

8. Custodian Training is a training provided by Property Control to instruct Property Custodians and Back-up Property Custodians on their responsibilities for the management, accountability, and reporting of County tangible personal property.

9. Custodian Acknowledgement Form is a standardized form completed by Property Custodians and Back-up Property Custodians following Custodian Training to document their review of Policy No. 02-5 and acknowledgement of their responsibilities for County tangible personal property.

10. Property Control is the program within the Purchasing Division charged with the responsibility of maintaining the records for County tangible personal property, of conducting annual physical inventories of all tangible personal property owned by the County, of tagging or otherwise labeling property acquired by the County and of coordinating other matters related to County tangible personal property including its transfer, cannibalization, and disposal.

11. Fiscal Year means the County government's fiscal year (October 1 - September 30) as established by Section 129.04, Florida Statutes.

12. Surplus refers to items no longer needed or used by a custodian that are transferred to the Surplus Account, and which may be obtained by other custodians.

13. Salvage refers to items that are unserviceable or uneconomically repairable and transferred to the Salvage Account for disposition through sale, donation or discard.

14. Storage refers to those items being stored at a facility other than the work location of a property custodian for use at a later date but retained on the custodian's inventory.

15. Cannibalize refers to the removal of parts from one asset to repair another piece of property for use or for installation on other property to which parts are no longer available or are uneconomical to purchase.

16. Donation refers to surplus property, as defined by Section 274.05, Florida Statutes, transferred by the County, at no cost to the County, to private non-profit agencies in accordance with Chapter 274, Florida Statutes, and County procedures.

SECTION II TANGIBLE PERSONAL PROPERTY RECORDS AND REPORTS

1. Property Control shall record all tangible personal property acquired by the County in the Fixed Asset Accounting System. This system shall include all information required by Florida Statutes and the Chief Financial Officer.

2. Each Property Custodian will be provided, upon request, the Inventory Report of all property under their control. The Property Custodian shall review the Inventory Report for accuracy and notify Property Control of any corrections required.

3. Each Property Custodian shall notify Property Control of property acquisitions as soon as the property is received and shall request a property tag by submitting a Property Control Activity Form (PCAF).

SECTION III ACQUISITION OF TANGIBLE PERSONAL PROPERTY

1. Property is acquired by the County:
   a. By the direct purchase of property using County funds.
   b. By donation from private individuals, state or other governmental agencies.
   c. By the direct purchase of property using grant, state or federal funds.
   d. By lease-purchase agreement.

2. Purchase of Property with County Funds:
   a. Board Operations
      1) Each County Department, through the designated Department Head, is authorized to procure property through the County Purchasing Department if specifically budgeted in a "56400" object account and the individual item is over $1,000 in cost. Constitutional Officers have the authority to make procurements from their own budgets. The Sheriff's Department is specifically excluded from the provision of this manual.

2) Acquisition by County Departments, except for the Health Department: The necessary information to record these procurements in the Fixed Asset Accounting System will be obtained by Property Control from the Finance Department through the data contained in paid vouchers. At the time this information is acquired, a property number will be assigned, and the item will be tagged by Property Control in accordance with procedures described in Section VI of this policy.

b. Constitutional Officers (Tax Collector, Property Appraiser, Supervisor of Elections, Clerk of Courts).

1) The Departments under the Constitutional Officers acquire tangible personal property through procurement from their own budgets.

2) In order for Property Control to record such items, it will be necessary for the Property Custodian/Delegate of these Constitutional Offices to provide information to Property Control for evaluation, tagging and subsequent inclusion of the property in the tangible personal property record. The Property Control Form shall be used by the Property Custodian/Delegate to inform Property Control.

c. Health Department

1) The Health Department receives tangible personal property through procurement with State and/or County funds.

2) It will be necessary for the Property Custodian/Delegate to use the same Property Control Form as described above to inform Property Control of all acquired tangible personal property items.

3. Property Donated to the County:

Any tangible personal property donated to the County by governmental agencies, private enterprise or by individuals will be listed on the Property Control Form by the appropriate Property Custodian and forwarded to Property Control within 15 days of receipt of such items. The form should include all known information on the item donated. Property Control will, as soon as possible, inspect the property and evaluate it as to serviceability and value, and then determine whether or not it should be included on the Property Control Form. All such items approved for inclusion in the inventory will be tagged and entered in the Tangible Personal Property Record.

4. Purchase of Property using grant, state or federal funds:

Tangible personal property acquired by any County agency or department from other resources such as Federal or State Grants shall be accounted for in the same manner as property acquired with County Funds. The Finance Department will notify the Property Custodian of any exception to this standard procedure (OMB Circular No. A-87).

5. Lease-Purchase Agreements:

   a. In accordance with the criteria set forth in the Financial Accounting Standards Board's Statement No. 13, Accounting for Leases, all tangible personal property items acquired through lease-purchase agreement by any County department or agency will be included in the Tangible Personal Property Record at the beginning of the term of the agreement. Property Control will notify the department or agency receiving the item of any exception to this rule.

      It is the responsibility of the Property Custodian or Delegate to inform Property Control of all lease-purchase agreements pertaining to tangible personal property and to provide them with a copy of the agreement.

SECTION IV PROPERTY TRANSFERS AND SURPLUS PROPERTY

1. Transfers of tangible personal property between Property Custodians will be handled as follows:

   a. The Losing Custodian will, for each different Gaining Custodian, complete one Property Control Form. On the form, the Losing Custodian will include for each item the following: the Property Control Number and a brief description, including its serial number. The form will then be sent to Property Control to initiate the transfer. If an item(s) needs to be moved, Property Control shall forward a copy of the form to Facilities Management. Then the original form shall be forwarded to the gaining Property Custodian to sign and return to Property Control.

   b. Property Control will make the necessary adjustments to the property records.

2. Internal Transfer of Property Between Locations:

   a. Some Property Custodians have large accounts with tangible personal property located in several different locations. Examples are: Tax Collector, Supervisor of Elections, Clerk of the Circuit Court, Public Library, and Public Works. These separate locations are identified on the Tangible Personal Property Record. It is the responsibility of the Property Custodian to advise Property Control of any transfer of tangible personal property from one location to another in order to keep the Property Record up to date. Notification should be made on the Transfer of Tangible Personal Property Form. Temporary transfers need not be reported, but all permanent or indefinite transfers should be reported as soon as they occur.

   b. Property Control will make the necessary adjustments to the property records.

3. Surplus property will be held in place and reported to Property Control. If a redistribution of the property is not immediately possible, it will be moved to a designated storage site and deleted from the reporting Property Custodian's Inventory Record by Property Control.

SECTION V PROPERTY DISPOSAL

Disposal of property will be conducted in accordance with Chapter 274, Florida Statutes, and the below sections.

1. Cannibalization or Disposal of Unserviceable Property:

   a. Prior to actual disposal or cannibalization, a Property Control Activity Form (PCAF) outlining the action and the reason(s) for said action shall be completed by the Property Custodian and forwarded to Property Control. Property Control shall update the property control records. Prior to the end of the Fiscal Year, Property Control shall write an agenda item as a status report to the Board to include all deleted items from the Tangible Personal Property Record. The deleted items shall all be removed as of September 30 of the current Fiscal Year.

   b. The Leon County authorized recycling center(s) is the designated location for all junked property, including all hazardous waste.

2. Donation of Property

   a. Tangible personal property classified as surplus property may be transferred to other governmental units in the County or to private non-profit agencies as defined in s. 273.01(3), F.S. The cost of transferring the property shall be paid by the governmental unit or the private non-profit agency receiving the donation of the surplus property.

   b. All donations must be documented using a Property Control Activity Form (PCAF) and approved by Property Control prior to donation to ensure proper recordkeeping and accountability.

   c. Department making donations in accordance with Leon County Policy 02-5, shall obtain and retain documentation from the approved non-profit agency or other authorized recipient in the form of a donation receipt or other written acknowledgement, confirming the receipt of the property.

   d. Property Control shall update the Tangible Personal Property Record to reflect donated items and retain the PCAF and donation documentation in accordance with County record retention policies.

3. When a decision has been reached by the Property Custodian to dispose of Grant Funded Assets, the following procedure will apply:

   The Property Custodian will review all Terms and Conditions associated with assets acquired with grant funds in accordance with 2 CFR 200.311(c) prior to disposal. Property Control will ensure compliance with all Terms and Conditions associated with assets acquired with Federal or State Grants as described in Section III (4) prior to disposal.

SECTION VI PHYSICAL INVENTORY, TAGGING AND CONDITION CODING OF PROPERTY ITEMS

1. Each item of tangible personal property located in inventory shall be marked or tagged with its property number and the inscription, "Property of Leon County, Florida", in accordance with Chapter 274, Florida Statutes, Florida Administrative Code and the Rules of the Chief Financial Officer, Rule 69I-73.001.

   a. Tagging of property shall be conducted by the Property Control Specialist in coordination with the respective Property Custodian(s) to ensure consistency and proper identification.

2. Physical inventories will be conducted by Property Control. Such inventories will be in coordination with the appropriate Property Custodian or his designated delegate. The individual taking the inventory should not be the Property Custodian charged with the items to be inventoried.

3. The type of inventory conducted will fall into one of three categories as indicated below:

   a. New – The initial inventory for setting up the Tangible Personal Property Record of a new or reorganized department.

   b. Annual – An inventory of all tangible personal property shall be taken once each fiscal year in each department.

   c. Special – An inventory taken at the request of the Property Custodian when there is a change of a Property Custodian or by direction of the Leon County Government. An inventory shall be taken by Property Control of all tangible personal property within a department when there is a change in the Property Custodian or his designated Delegate.

4. The inventory will be an actual physical verification that a specific item exists at the site and in the condition indicated on the Tangible Personal Property Record. The most recent copy of the Tangible Personal Property Record will be used when conducting the inventory.

5. Every item located on the inventory will be classified as to its general condition and serviceability.

   a. Property other than vehicles:

      1) Condition "1", Good means the item is serviceable, new or in almost new condition showing little sign of wear and tear.

      2) Condition "2", Fair means the item is still serviceable for its primary use but shows definite signs of wear and tear.

      3) Condition "3", Poor means the item was found to be unserviceable at the time of inventory. Such items should be disposed of or declared surplus in accordance with applicable provisions in this manual

   b. Vehicle Condition Coding:

      1) Condition "1", Good, a serviceable vehicle with over 50% of its life expectancy, mileage and/or operating hours remaining.

      2) Condition "2", Fair, a serviceable vehicle with less than 50% of its life expectancy, mileage and/or operating hours remaining.

      3) Condition “3”, Poor, a vehicle which is determined to be unserviceable.

   c. Items previously marked or tagged, but for some reason the marking is not legible or is missing, will be retagged using the original Property Control Number.

6. During the Physical Inventory, if tangible personal property is found that is not on the property record, action will be taken by Property Control to evaluate it and place it on the Property Record in the department where it was found.

7. Upon completion of an inventory, the Property Custodian will acknowledge acceptance of all property as listed on the current inventory report. It shall be the responsibility of the Property Custodian to trace and reconcile to the satisfaction of Property Control all discrepancies existing between the inventory and the Tangible Personal Property Record. Any discrepancies remaining unreconciled 15 days after inventory, as authorized by the Board and the Rules of the Chief Financial Officer shall be placed in a holding category of items not found the first year. Each Property Custodian with items in this category is provided a list and instructions to make every effort to locate the missing items. Items not found during the following annual inventory shall be deleted from the Property Control records.

SECTION VII CUSTODIAN TRAINING AND ACKNOWLEDGMENT

1. Custodian Training Requirement. All designated Property Custodians and Back-Up Property Custodians must complete the County's annual Custodian Training program administered by Property Control. Training shall provide instruction on the responsibilities associated with custodianship, including asset accountability, tracking, tagging, reporting, inventory participation, and proper use of the Property Control Acquisition Form (PCAF). Completion of the training ensures that custodians are knowledgeable about their duties under Policy No. 02-5, *Tangible Personal Property Policy and Procedures*, and associated procedures.

2. Custodian Acknowledgement Form. Upon completion of the annual Custodian Training, each Property Custodian and Back-Up Custodian shall complete and sign the Custodian Acknowledgment Form. The form certifies that the custodian has:

   a. Reviewed Policy No. 02-5 and received Custodian Training;

   b. Acknowledged assignment as a Property Custodian or Back-Up Custodian; and

   c. Confirmed understanding of their responsibilities, including maintaining accurate records, reporting lost or stolen property, requesting property tags, and participating in annual and impromptu inventories.

3. Supervisor Verification. Each custodian's immediate supervisor must review and sign the Custodian Acknowledgment Form to confirm awareness of the custodian's role and responsibilities.

4. Submission and Retention. Completed Custodian Acknowledgment Forms shall be submitted to Property Control for retention. Property Control will maintain the forms as part of the official tangible personal property records and use them to verify compliance with annual training requirements.

5. Custodian Changes. Whenever a Property Custodian or Back-Up Custodian is reassigned or replaced, the new custodian must complete the Custodian Training and submit a Custodian Acknowledgment Form to Property Control prior to assuming responsibility for tangible personal property. Property Control will update the custodian registry accordingly to ensure all assignments are current.

SECTION VIII SPECIAL ACCOUNTING AND REPORTING PROCEDURES

This section covers special procedures not otherwise outlined in this manual.

1. Lost or Stolen Property:

   a. When it is evident that an item of tangible personal property has been lost or stolen, immediate action will be taken by the Property Custodian to locate it. If the item has been determined to be stolen, Property Control must supply the incident report that was received

from law enforcement. If the item cannot be located, Property Control will be notified by memorandum by the Property Custodian.

b. Property Control will use the memorandum and any additional information as is appropriate as a basis to remove the item from the Property Records.

2. Tangible Personal Property Installed on Vehicles or on Other Major Items of Equipment:

a. In the interest of economy, the County may, from time to time, purchase a vehicle or a major piece of equipment and subsequently purchase additional items for installation using County manpower and resources to complete the piece of equipment or to fill a special requirement.

b. Items of this nature will not be accounted for separately but will be considered a part of the basic major item. The Property Record will show the Base Cost as the cost of the basic item plus the cost of any additional item(s) installed thereon.

c. Items in this category include, but are not limited to, the following:

1) Vehicle bodies.

2) Installed hoists and winches.

3) Installed air compressors.

4) Storage tanks installed on vehicles or trailers.

5) Installed flashing lights, light assemblies and sirens.

6) Any other miscellaneous items like those above.

d. Excluded from this policy are radios and communication equipment which will be shown on the Tangible Personal Property Record separately.

e. The Property Custodian will notify Property Control of any changes to the basic major item.

f. When County warrants or other acquisition documents reflect procurement of items as are described above, Property Control will prepare the necessary documents to add the item(s) to the basic piece of equipment on the Property Record.

g. When a vehicle or other major piece of equipment is disposed of or traded, and the installed property item is recaptured for subsequent use, it will be the responsibility of the Property Custodian to advise Property Control of the action and of the anticipated use of the recovered item.

3. Review of Disposition of Tangible Personal Property Report:

Property Control will conduct a thorough review of the Tangible Personal Property Report to ensure complete and accurate information prior to its submission to the Board of County Commissioners. The review will be conducted by:

a. Property Control Specialist

b. Procurement Administrator

c. Purchasing Director

Notwithstanding anything to the contrary herein, nothing in this Policy shall be construed to conflict with Chapter 274, Florida Statutes (as amended).

Revised 6/9/2026

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70398	LATITUDE 3500	797	STOLEN	9/23/2026 10:45
70888	LATITUDE 9510	797	STOLEN	9/23/2026 10:45
70919	PRECISION 7750	797	STOLEN	9/23/2026 10:45
32990	EPSON PROJECTOR	797	STOLEN	9/23/2026 10:45
38702	F-450 AMBULANCE	798	TRADE IN / BUY BACK	9/23/2026 10:45
35789	NEWPORT VENTILATOR HT70+	798	TRADE IN / BUY BACK	9/23/2026 10:45
35790	NEWPORT VENTILATOR HT70+	798	TRADE IN / BUY BACK	9/23/2026 10:45
36010	DODGE RAM 1500	798	TRADE IN / BUY BACK	9/23/2026 10:45
37709	F-450 AMBULANCE	798	TRADE IN / BUY BACK	9/23/2026 10:45
37710	F-450 AMBULANCE	798	TRADE IN / BUY BACK	9/23/2026 10:45
37711	F-450 AMBULANCE	798	TRADE IN / BUY BACK	9/23/2026 10:45
31172	DUMP TRUCK, JOHN DEERE 300D	798	TRADE IN / BUY BACK	9/23/2026 10:45
35761	LUCAS 2 CHEST COMPRESSION	798	TRADE IN / BUY BACK	3/17/2026 6:27
35234	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:27
35233	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:26
35232	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:26
35231	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:25
35230	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:25
35225	LUCAS CHEST COMPRESSION SYSTEM	798	TRADE IN / BUY BACK	3/17/2026 6:24
34531	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:42
34562	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:42
34561	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:41
34560	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:41
34559	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:40
34563	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:40
34541	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:39
34533	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:39
34555	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:38
34539	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:37
35764	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:37
34540	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:36

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
34535	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:36
34545	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:35
34548	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:35
34556	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:34
35763	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:33
35107	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:33
34550	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:32
34546	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:32
34547	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:31
34554	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:31
34534	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:30
34542	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:29
34557	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:29
34532	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:28
34558	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:27
34536	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:26
34544	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:25
34543	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:23
34549	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:22
34538	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	3/9/2026 10:21
34552	LIFEPAK 15 MONITOR/DEFIB	798	TRADE IN / BUY BACK	2/26/2026 9:40
40506	SANDBAGGER MACHINE	798	TRADE IN / BUY BACK	11/13/2025 14:35
40507	SANDBAGGER MACHINE	798	TRADE IN / BUY BACK	11/13/2025 14:35
40508	SANDBAGGER MACHINE	798	TRADE IN / BUY BACK	11/13/2025 14:34
40505	SANDBAGGER MACHINE	798	TRADE IN / BUY BACK	11/13/2025 14:22
36793	F-450 AMBULANCE	798	TRADE IN / BUY BACK	11/18/2025 10:12
71170	LATITUDE 15 9520	799	DOUBLE TAGGED	9/23/2026 10:45
71171	LATITUDE 15 9520	799	DOUBLE TAGGED	9/23/2026 10:45
39262	MODULAR OFFICE WITH MEZZANINE	799	DOUBLE TAGGED	1/9/2026 12:18
B0100	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0101	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0102	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0103	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0104	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0105	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0106	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0107	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0108	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0109	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0110	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0111	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0112	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0113	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0114	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0115	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0116	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0117	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0118	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0119	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0120	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0121	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0122	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0123	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0124	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0125	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0126	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0127	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0128	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0129	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0130	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0131	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0132	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0133	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0134	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0135	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0136	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0137	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0138	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0139	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0140	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0141	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0142	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0143	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0144	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0145	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0146	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0147	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0148	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0149	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0150	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0151	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0152	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0153	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0154	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0155	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0156	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0157	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0158	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0159	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0160	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0161	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0162	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0163	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0164	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0165	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0166	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0167	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0168	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0169	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0170	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0171	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0172	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0173	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0174	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0175	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0176	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0177	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0178	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0179	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0180	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0181	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0182	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0183	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0184	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0185	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0186	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0187	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0188	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0189	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0190	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0191	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0192	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0193	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0194	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0195	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0196	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0197	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0198	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0199	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0200	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0201	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0202	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0203	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0204	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0205	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0206	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0207	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0208	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0209	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0210	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0211	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0212	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0213	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0214	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0215	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0216	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0217	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0218	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0219	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0220	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0221	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0222	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0223	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0224	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0225	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0226	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0227	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0228	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0229	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0230	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0231	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0232	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0233	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0234	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0235	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0236	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0237	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0238	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0239	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0240	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0241	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0242	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0243	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0244	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0245	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0246	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0247	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0248	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0249	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0250	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0251	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0252	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0253	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0254	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0255	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0256	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0257	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0258	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0259	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0260	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0261	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0262	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0263	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0264	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0265	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0266	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0267	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0268	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0269	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0270	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0271	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0272	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0273	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0274	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0275	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0276	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0277	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0278	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0279	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0280	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0281	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0282	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0283	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0284	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0285	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0286	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0287	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0288	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0289	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0290	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0291	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0292	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0293	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0294	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0295	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0296	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0297	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0298	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0299	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0300	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0301	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0302	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0303	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0304	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0305	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0306	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0307	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0308	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0309	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0310	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0311	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0312	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0313	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0314	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0315	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0316	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0317	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0318	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
B0319	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0320	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0321	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0322	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0323	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0324	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0325	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0326	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0327	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0328	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0329	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0330	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0331	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0332	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0333	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0334	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0335	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0336	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0337	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0338	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0339	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0340	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0341	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0342	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0343	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0344	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0345	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0346	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0347	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0348	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40
B0349	BALLOT BOX	850	BELOW THRESHOLD	1/9/2026 14:40

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
37755	MOTOROLA XTS2500 PORTABLE	850	BELOW THRESHOLD	1/23/2026 6:38
36240	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
70314	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:24
70313	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:24
70311	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:23
70310	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:23
70309	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:23
70308	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:22
70306	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:21
70305	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:21
70304	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:20
70303	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:20
70302	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:20
70301	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:19
70300	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:19
70299	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:19
70298	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:18
70297	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:18
70296	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:17
70295	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:17
70294	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:17
70293	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:14
70292	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:14
70291	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:14
70312	DELL PRECISION 3431	997	GOODWILL DONATION	9/25/2026 7:12
38121	DELL 3040 MICRO	997	GOODWILL DONATION	8/25/2026 13:09
70128	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70131	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70133	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70136	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70138	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70141	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70142	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70143	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70144	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70149	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70150	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70151	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70153	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70157	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70164	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70165	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70167	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70169	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70170	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70172	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70173	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70174	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70177	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70178	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70179	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70181	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70182	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70184	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70185	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70186	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70187	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70189	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70192	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70201	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70202	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70205	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70207	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70208	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70211	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70212	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70217	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70218	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70221	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70222	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70225	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70230	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70233	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70234	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70235	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70236	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70237	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70238	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38853	IPAD	997	GOODWILL DONATION	1/9/2026 14:15
70989	Optiplex 7080 MFF	997	GOODWILL DONATION	1/9/2026 14:15
71048	OPTIPLEX 3080 MFF	997	GOODWILL DONATION	1/9/2026 14:15
71049	OPTIPLEX 3080 MFF	997	GOODWILL DONATION	1/9/2026 14:15
38288	OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
38292	OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
38350	OPTIPLEX 7050 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38354	OPTIPLEX 7050 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38355	OPTIPLEX 7050 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38359	OPTIPLEX 7050 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38365	OPTIPLEX 7050 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38335	OPTIPLEX 3050 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
38338	OPTIPLEX 3050 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
38482	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38488	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
38489	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
38498	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70007	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70010	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70011	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70014	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70016	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70019	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70027	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70031	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70034	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70036	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70037	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70039	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70041	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70042	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70053	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70056	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70057	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70058	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70061	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70062	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70064	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70065	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70067	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70068	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70069	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70072	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70077	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70080	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70081	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70082	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70083	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70087	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70090	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70093	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70094	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70097	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70098	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70101	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70102	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70103	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70104	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70108	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70110	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70112	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70114	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70115	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70116	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70119	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70125	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70126	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
70127	OPTIPLEX 7060 SFF	997	GOODWILL DONATION	1/9/2026 14:15
36701	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36989	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
36994	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
36997	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
36999	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37002	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37005	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37006	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37009	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
37011	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37012	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37014	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37015	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37020	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37028	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37032	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37033	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37060	DELL OPTIPLEX 9020	997	GOODWILL DONATION	1/9/2026 14:15
37130	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37160	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37171	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
36952	DELL 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36954	DELL 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36957	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36958	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36959	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36961	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36962	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36963	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36964	DELL OPTIPLEX 3046 MICRO	997	GOODWILL DONATION	1/9/2026 14:15
37400	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37402	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37483	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37495	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37498	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37507	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37588	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37591	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37593	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15
37419	DELL OPTIPLEX 7040	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
37736	DELL LATITUDE 12 5285	997	GOODWILL DONATION	1/9/2026 14:15
37763	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37764	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37769	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37778	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37779	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37780	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37781	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37784	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37785	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37794	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37801	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37805	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37829	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37830	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37835	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37836	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37837	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37838	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37851	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37856	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
37864	DELL OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
38150	OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
38165	OPTIPLEX 7050	997	GOODWILL DONATION	1/9/2026 14:15
36369	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36370	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36371	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36373	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36380	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36381	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36383	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36385	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36387	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36390	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36391	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36392	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36393	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36394	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36395	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36396	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36397	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36398	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36399	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36400	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36401	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36402	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36403	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36404	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36405	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36406	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36407	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36409	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36410	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36413	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36416	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36418	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36419	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36421	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36422	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36423	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36426	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36427	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36428	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36429	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36431	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36437	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36438	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36439	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36440	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36441	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36442	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36445	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36491	9020MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36498	9020MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36501	9020MICRO	997	GOODWILL DONATION	1/9/2026 14:15
36679	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36680	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36681	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36683	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36689	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36690	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36691	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36692	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36693	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36694	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36695	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36698	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36700	AVAYA 1324GT SWITCH	997	GOODWILL DONATION	1/9/2026 14:15
36241	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36244	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36245	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36246	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36248	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36249	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36250	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36251	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36253	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36254	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36257	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36259	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36262	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36263	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36264	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36265	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36267	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36269	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36271	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36275	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36276	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36277	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36278	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36280	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36281	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36285	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36287	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36291	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36293	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36294	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36295	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36296	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36299	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36300	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36301	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36305	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36308	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36309	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36310	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36312	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36313	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36320	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36321	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36328	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36330	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36332	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36333	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36334	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36335	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36337	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36339	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36340	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36345	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36350	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36353	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36355	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36357	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36358	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36360	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36361	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36363	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36364	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36367	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36368	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
31654	PROJECTOR, DELL 1800MP DLP	997	GOODWILL DONATION	1/9/2026 14:15
33190	CPU, DELL 780	997	GOODWILL DONATION	1/9/2026 14:15
34631	HP TOUCHSMART ELITE	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
34652	CPU, DELL LAPTOP E5520	997	GOODWILL DONATION	1/9/2026 14:15
34653	CPU, DELL LAPTOP E5520	997	GOODWILL DONATION	1/9/2026 14:15
34736	DELL 790	997	GOODWILL DONATION	1/9/2026 14:15
35150	CPU, DELL 3010	997	GOODWILL DONATION	1/9/2026 14:15
35703	DELL 9020	997	GOODWILL DONATION	1/9/2026 14:15
36147	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36148	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36149	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36151	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36152	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36153	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36154	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36155	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36156	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36157	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36159	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36162	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36163	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36164	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36165	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36166	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36167	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36169	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36174	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36176	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36177	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36178	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36179	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36181	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36186	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36187	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36188	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36189	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36190	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36191	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36192	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36195	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36196	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36205	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36206	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36211	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36212	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36213	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36214	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36215	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36219	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36221	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36222	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36223	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36224	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36225	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36228	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36229	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36230	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36231	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36232	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36234	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36235	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36236	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
36239	DELL 3020 MICRO PC	997	GOODWILL DONATION	1/9/2026 14:15
70248	OPTIPLEX 7060	997	GOODWILL DONATION	9/23/2026 10:45
38824	IDRIVE DELL COMPUTER	997	GOODWILL DONATION	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70383	DELL LATITUDE 5300 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
70419	LATITUDE 3500	997	GOODWILL DONATION	9/23/2026 10:45
70495	LATITUDE 3510	997	GOODWILL DONATION	9/23/2026 10:45
70496	LATITUDE 3510	997	GOODWILL DONATION	9/23/2026 10:45
70498	LATITUDE 3510	997	GOODWILL DONATION	9/23/2026 10:45
70507	LATITUDE 3510	997	GOODWILL DONATION	9/23/2026 10:45
70511	LATITUDE 3510	997	GOODWILL DONATION	9/23/2026 10:45
70805	LATITUDE 9510	997	GOODWILL DONATION	9/23/2026 10:45
70812	LATITUDE 9510	997	GOODWILL DONATION	9/23/2026 10:45
70719	LATITUDE 9510	997	GOODWILL DONATION	9/23/2026 10:45
70730	LATITUDE 9510	997	GOODWILL DONATION	9/23/2026 10:45
70835	PRECISION 7750	997	GOODWILL DONATION	9/23/2026 10:45
70863	PRECISION 7750	997	GOODWILL DONATION	9/23/2026 10:45
39282	LATITUDE 7380	997	GOODWILL DONATION	9/23/2026 10:45
39309	DELL LATITUDE 5420 RUGGED LAPTOP	997	GOODWILL DONATION	9/23/2026 10:45
39319	DELL LATITUDE 5420 RUGGED LAPTOP	997	GOODWILL DONATION	9/23/2026 10:45
39428	HP LASERJET M611DN PRINTER	997	GOODWILL DONATION	9/23/2026 10:45
37724	DELL LATITUDE 12 RUGGED	997	GOODWILL DONATION	9/23/2026 10:45
37730	DELL 32 4K MONITOR	997	GOODWILL DONATION	9/23/2026 10:45
37974	PRECISION 3420	997	GOODWILL DONATION	9/23/2026 10:45
37975	PRECISION 3420	997	GOODWILL DONATION	9/23/2026 10:45
37979	PRECISION 3420	997	GOODWILL DONATION	9/23/2026 10:45
38026	PRECISION 3420	997	GOODWILL DONATION	9/23/2026 10:45
38322	LATITUDE 7480	997	GOODWILL DONATION	9/23/2026 10:45
38331	LATITUDE 12 5285 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
38468	DELL 32 ULTRA MONITOR	997	GOODWILL DONATION	9/23/2026 10:45
38469	DELL 32 ULTRA MONITOR	997	GOODWILL DONATION	9/23/2026 10:45
38529	LATITUDE 5290	997	GOODWILL DONATION	9/23/2026 10:45
38581	DELL ULTRA 32 MONITOR	997	GOODWILL DONATION	9/23/2026 10:45
70273	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45
70274	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70277	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45
70279	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45
70280	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45
70281	DELL PRECISION 5820T	997	GOODWILL DONATION	9/23/2026 10:45
70260	DELL LATITUDE 5290 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
70263	DELL LATITUDE 5290 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
70264	DELL LATITUDE 5290 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
70241	LATITUDE 5490	997	GOODWILL DONATION	9/23/2026 10:45
38731	DELL LATITUDE 5300 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
70348	LATITUDE 7214	997	GOODWILL DONATION	9/23/2026 10:45
70336	OPTIPLEX 7070	997	GOODWILL DONATION	9/23/2026 10:45
70338	OPTIPLEX 7070	997	GOODWILL DONATION	9/23/2026 10:45
70354	LATITUDE 5300 2 IN 1	997	GOODWILL DONATION	9/23/2026 10:45
34370	SERVER, DELL TOWER T610	997	GOODWILL DONATION	9/23/2026 10:45
34785	CPU, PANASONIC TOUGHBOOK 53	997	GOODWILL DONATION	9/23/2026 10:45
35390	CANON WIDE FORMAT PRINTER	997	GOODWILL DONATION	9/23/2026 10:45
35480	DELL PRECISION T3600	997	GOODWILL DONATION	9/23/2026 10:45
35576	CPU, DELL 9020	997	GOODWILL DONATION	9/23/2026 10:45
35732	DELL 9020	997	GOODWILL DONATION	9/23/2026 10:45
35680	DELL M4800 LAPTOP	997	GOODWILL DONATION	9/23/2026 10:45
36039	DELL 9020	997	GOODWILL DONATION	9/23/2026 10:45
36534	IBM X3650 SERVER	997	GOODWILL DONATION	9/23/2026 10:45
36738	DELL LATITUDE RUGGED 14	997	GOODWILL DONATION	9/23/2026 10:45
36740	DELL LATITUDE RUGGED 14	997	GOODWILL DONATION	9/23/2026 10:45
36742	DELL LATITUDE RUGGED 14	997	GOODWILL DONATION	9/23/2026 10:45
36743	DELL LATITUDE RUGGED 14	997	GOODWILL DONATION	9/23/2026 10:45
36744	DELL LATITUDE RUGGED 14	997	GOODWILL DONATION	9/23/2026 10:45
37107	APPLE IMAC 27	997	GOODWILL DONATION	9/23/2026 10:45
37110	IPAD	997	GOODWILL DONATION	9/23/2026 10:45
37100	DELL LATITUDE RUGGED EXTREME	997	GOODWILL DONATION	9/23/2026 10:45
37103	DELL LATITUDE RUGGED EXTREME	997	GOODWILL DONATION	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
36833	HP Z220 PC	997	GOODWILL DONATION	9/23/2026 10:45
37251	HP SPECTRE LAPTOP	997	GOODWILL DONATION	9/23/2026 10:45
37257	DELL PRECISION 7810	997	GOODWILL DONATION	9/23/2026 10:45
37306	DELL LATITUDE 7275	997	GOODWILL DONATION	9/23/2026 10:45
37309	DELL LATITUDE 7275	997	GOODWILL DONATION	9/23/2026 10:45
37481	DELL PRECISION T3620	997	GOODWILL DONATION	9/23/2026 10:45
37482	DELL PRECISION T3620	997	GOODWILL DONATION	9/23/2026 10:45
37605	QUANTUM BACKUP SERVER	997	GOODWILL DONATION	9/23/2026 10:45
37722	DELL LATITUDE 12 RUGGED	997	GOODWILL DONATION	9/23/2026 10:45
27937	CISCO SWITCH 10/100	997	GOODWILL DONATION	9/23/2026 10:45
29896	CATALYST, 2950-12	997	GOODWILL DONATION	9/23/2026 10:45
29903	CATALYST, 2950-12	997	GOODWILL DONATION	9/23/2026 10:45
29912	CATALYST, 2950-12	997	GOODWILL DONATION	9/23/2026 10:45
30985	KVM SWITCH	997	GOODWILL DONATION	9/23/2026 10:45
31132	SWITCH, KVM	997	GOODWILL DONATION	9/23/2026 10:45
31174	SWITCH, CISCO 6509	997	GOODWILL DONATION	9/23/2026 10:45
31696	CISCO 6509 SWITCH	997	GOODWILL DONATION	9/23/2026 10:45
32596	KVM SWITCH, DELL 2161DS/2	997	GOODWILL DONATION	9/23/2026 10:45
32992	CISCO 2960	997	GOODWILL DONATION	9/23/2026 10:45
33176	CISCO 2960	997	GOODWILL DONATION	9/23/2026 10:45
33480	CPU, DELL LAPTOP E6400 XFR	997	GOODWILL DONATION	9/23/2026 10:45
33483	CPU, DELL LAPTOP E6400 XFR	997	GOODWILL DONATION	9/23/2026 10:45
34182	PRINTER, HP 4015	997	GOODWILL DONATION	9/23/2026 10:45
34517	PROJECTOR, EPSON	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:46
36144	ALERA HDD COPY CRUISER	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:32
34367	EPSON DFX-9000 PRINTER	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:32
27030	NETWORK CONNECTIVITY TESTER	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:32
37074	DELL MONITOR 32	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:29
39283	LATITUDE 5300	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:28
39286	LATITUDE 5300	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:27
39138	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:27

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
70504	LATITUDE 3510	998	RECYCLE / DISCARD / CANNIBALIZE	9/25/2026 7:26
34456	LOUNGE CHAIR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:55
34459	PERIODICAL RACK, MOBILE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:54
38860	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38859	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38861	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38857	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38953	APC SMARTUPS 3000VA	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38958	APC SMARTUPS 3000VA	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38959	APC SMARTUPS 3000VA	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38964	APC SMARTUPS 3000VA	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38058	IPADS	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38059	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
39141	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
39139	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38259	LATITUDE 7389	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
71301	LATITUDE 15 9520	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
39443	NEC PROJECTOR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
39017	NETCLOCK 9483	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
39824	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40027	BOOKCASE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40109	3XLOGIC NVR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40110	3XLOGIC NVR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40112	3XLOGIC NVR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40126	PLATE TAMPER	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
40211	HOCKEY RINK	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
71655	LAPTOP	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37913	PITNEY BOWES MAIL MACHINE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37888	DELL LATITUDE 12 5285	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38388	AGILIS SORTING SYSTEM	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38393	APPLE MACBOOK PRO	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
38503	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38534	ICE O MATIC	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
70286	DELL LATITUDE 5420	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
70328	OPTIPLEX 7070	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38788	CISCO 9200	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
38793	IPAD	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34659	PLOTTER, CANON IPF-825 44	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
35034	PLATE COMPACTOR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
35404	KONICA MINOLTA BIZHUB	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34836	CISCO NEXUS 5596	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34839	CISCO NEXUS 5548	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34832	CISCO NEXUS 5548	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37122	DELL OPTIPLEX 7040	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37196	DELL 32 MONITOR	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37238	CISCO 2960 + 48	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37597	ICE O MATIC	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
37660	FUJITSU Q736 TABLET	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
21134	LISTENING DEVICE, INFRARED	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
21135	LISTENING DEVICE, INFRARED	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
26410	PROJECTOR, NOTEVISION C-30	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
28053	PAPER SHREDDER-HEAVY DUTY	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
30309	ROUTER, CISCO 2811	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
31825	CISCO 2960-24 CATALYST	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
31846	CISCO CATALYST 2811	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32503	CAMERA, CEILING, VADDIO	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32515	TOUCH PANEL 8 CRESTRON TPMC-8	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32517	A/V SWITCHER, EXTRON CROSSPOIN	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32518	PROJECTOR, LCD, NEC	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32504	CAMERA, WALL VADDIO	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32566	CISCO 2960 SWITCH	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32576	CISCO 2960 SWITCH	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
32795	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32801	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
32802	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33177	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33298	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33299	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33300	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33738	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33773	PROJECTOR, EPSON POWERLITE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
33774	PROJECTOR, EPSON POWERLITE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34099	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34100	CISCO 2960	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34198	BOOKCASE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34199	BOOKCASE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34424	PRINTER TABLE	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34457	COMPUTER WORKSTATION	998	RECYCLE / DISCARD / CANNIBALIZE	9/23/2026 10:45
34222	55" LCD, INSIGNIA TELEVISION	998	RECYCLE / DISCARD / CANNIBALIZE	8/14/2026 11:14
40210	85" UHD 4K SMART TV	998	RECYCLE / DISCARD / CANNIBALIZE	8/14/2026 11:12
38846	DECONTAMINATION UNIT-SUITCASE	1000	SOLD / AUCTION	9/23/2026 10:45
39105	F-550 AMBULANCE	1000	SOLD / AUCTION	9/23/2026 10:45
37965	F-550 AMBULANCE	1000	SOLD / AUCTION	9/23/2026 10:45
38612	F-550 AMBULANCE	1000	SOLD / AUCTION	9/23/2026 10:45
38785	F-550 AMBULANCE	1000	SOLD / AUCTION	9/23/2026 10:45
34469	F-350	1000	SOLD / AUCTION	9/23/2026 10:45
34386	F-350	1000	SOLD / AUCTION	9/23/2026 10:45
34530	BANDIT BRUSH CHIPPER	1000	SOLD / AUCTION	9/23/2026 10:45
34626	F-750	1000	SOLD / AUCTION	9/23/2026 10:45
34877	F-250	1000	SOLD / AUCTION	9/23/2026 10:45
35043	F-450 SIGN TRUCK	1000	SOLD / AUCTION	9/23/2026 10:45
35082	F-750	1000	SOLD / AUCTION	9/23/2026 10:45
35517	LOOK ENCLOSED TRAILER	1000	SOLD / AUCTION	9/23/2026 10:45

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
35528	SCAG TURF TIGER	1000	SOLD / AUCTION	9/23/2026 10:45
35529	SCAG TURF TIGER	1000	SOLD / AUCTION	9/23/2026 10:45
35531	SCAG TURF TIGER	1000	SOLD / AUCTION	9/23/2026 10:45
36599	F-350	1000	SOLD / AUCTION	9/23/2026 10:45
36617	F-350	1000	SOLD / AUCTION	9/23/2026 10:45
36925	FORD EXPLORER	1000	SOLD / AUCTION	9/23/2026 10:45
15652	A/C RECYCLING UNIT ROBINAIR	1000	SOLD / AUCTION	9/23/2026 10:45
23457	TRAILER (PACE AMERICAN HG824TA	1000	SOLD / AUCTION	9/23/2026 10:45
29197	F-250	1000	SOLD / AUCTION	9/23/2026 10:45
29882	FORD RANGER	1000	SOLD / AUCTION	9/23/2026 10:45
30527	F-150	1000	SOLD / AUCTION	9/23/2026 10:45
30737	CHEVROLET 3500HD	1000	SOLD / AUCTION	9/23/2026 10:45
31408	F-350	1000	SOLD / AUCTION	9/23/2026 10:45
31832	FORD ESCAPE	1000	SOLD / AUCTION	9/23/2026 10:45
31875	MOWER, EXMARK WALK BEHIND	1000	SOLD / AUCTION	9/23/2026 10:45
32557	FORD EXPLORER	1000	SOLD / AUCTION	9/23/2026 10:45
32672	MOWER, EXMARK TURF TRACER	1000	SOLD / AUCTION	9/23/2026 10:45
32705	FORD E-350 VAN	1000	SOLD / AUCTION	9/23/2026 10:45
32715	F-450 SIGN TRUCK	1000	SOLD / AUCTION	9/23/2026 10:45
32781	TOYOTA HIGHLANDER	1000	SOLD / AUCTION	9/23/2026 10:45
33122	SCAG TURF TIGER	1000	SOLD / AUCTION	9/23/2026 10:45
33943	CATERPILLAR SKIDSTEER	1000	SOLD / AUCTION	9/23/2026 10:45
34451	F-750	1000	SOLD / AUCTION	9/23/2026 10:45
32662	FORD FUSION CAR	1000	SOLD / AUCTION	6/23/2026 10:18
35494	F-150	1000	SOLD / AUCTION	4/27/2026 12:57
35072	F-250	1000	SOLD / AUCTION	4/27/2026 9:41
36968	CHEVY PASSENGER VAN	1000	SOLD / AUCTION	4/27/2026 9:38
34499	DODGE GRAND CARAVAN	1000	SOLD / AUCTION	4/20/2026 8:27
30503	F-750	1000	SOLD / AUCTION	3/25/2026 10:06
32741	GARAGE SWEEPER, TENNANT M20	1000	SOLD / AUCTION	3/25/2026 10:04
38416	F-550 AMBULANCE	1000	SOLD / AUCTION	3/25/2026 9:58

Asset Number	Asset Description	Custodian Number	Disposition Type	Date/Time
38265	F-550 AMBULANCE	1000	SOLD / AUCTION	3/3/2026 14:04
37966	F-550 AMBULANCE	1000	SOLD / AUCTION	3/3/2026 14:02
34352	FORD FOCUS	1000	SOLD / AUCTION	2/13/2026 14:48
32556	FORD EXPLORER	1000	SOLD / AUCTION	2/13/2026 9:35
37615	FORD ESCAPE	1000	SOLD / AUCTION	2/9/2026 8:06
37964	GMC SIERRA	1000	SOLD / AUCTION	2/9/2026 8:03
35042	CHEVY SILVERADO	1000	SOLD / AUCTION	2/9/2026 7:48
33233	FORD EXPLORER	1000	SOLD / AUCTION	2/3/2026 13:45

Leon County
Board of County Commissioners

Notes for Agenda Item #18

Leon County Board of County Commissioners

Agenda Item #18

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Proposed Public Notice 2027 Tentative Board Meeting Schedule, Proposed 2027 Travel Schedule, and Proposed Revisions to Board Policies No. 03-16 and 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 seeks Board approval of the proposed Leon County Board of County Commissioners' Public Notice of the 2027 Tentative Board Meeting Schedule (Attachment #1) and the proposed 2027 Travel Schedule, including the authorization of travel for the Commissioners, Commission Aides, County Administrator, and County Attorney to the scheduled events, which is impacted by recent legislation (SB 1134). Proposed revisions to Board Policy No. 03-16, "Holidays" (Attachment #2), the 2027 Leon County Government Holiday Schedule (Attachment #3), and proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy" (Attachment #4) are also presented for Board approval.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Adopt the proposed Leon County Board of County Commissioners' Public Notice of the 2027 Tentative Board Meeting Schedule (Attachment #1).

Option #2: Approve the proposed 2027 Travel Schedule, and authorize travel for the Commissioners, Commissioner Aides, County Administrator, and County Attorney to the scheduled events.

Option #3: Approve the proposed revisions to Board Policy No. 0316, "Holidays" (Attachment #2).

Option #4: Approve the proposed 2027 Leon County Government Holiday Schedule (Attachment #3).

Option #5: Approve the proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy" (Attachment #4), and authorize staff to amend the list of approved proclamations based on approved additions or deletions.

Report and Discussion

Background:

This item seeks Board approval of the proposed Leon County Board of County Commissioners' Public Notice of the 2027 Tentative Board Meeting Schedule (Attachment #1) and the proposed 2027 Travel Schedule, including the authorization of travel for the Commissioners, Commission Aides, County Administrator, and County Attorney to the scheduled events, which is impacted by recent legislation (SB 1134). Proposed revisions to Board Policy No. 03-16, "Holidays" (Attachment #2), the 2027 Leon County Government Holiday Schedule (Attachment #3), and proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy" (Attachment #4) are also presented for Board approval.

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

The County Travel Policy (Policy No. 09-1) requires Commissioners to have their travel approved in advance by the Board, whenever possible, via an agenda item at a regularly scheduled meeting. Each year, the Board approves an annual Travel Schedule to provide advance authorization for Commissioners to attend each of the listed events in Table #1. The purpose of this annual Travel Schedule is to expedite the approval of routine travel requests for events that are normally attended by Commissioners and Commission Aides each year, based on the Commissioner's available travel budget.

The current process for approving the Board's annual Travel Schedule was the result of a previous audit which culminated in a series of recommendations and revisions to the County's Travel Policy. Significantly, the audit report included a recommendation to:

> *"clarify the process for travel approval and reimbursement for those not under the County Administrator's direct span of control, including County Commissioners and their aides..."*

Next year's Travel Schedule, Board Policy No. 03-16, "Holidays" (Attachment #2), and the proposed 2027 Leon County Government Holiday Schedule (Attachment #3) have all been reviewed for compliance with the Legislature's recent adoption of SB 1134 (2026) related to diversity, equity, and inclusion (DEI) activities. Based on the new statutory requirements, several revisions are necessary to ensure compliance with section 125.595, Florida Statutes, related to SB 1134. Table #1 provides the proposed 2027 Travel Schedule followed by a listing of conferences which do not comply with the new statutory requirements. Similarly, the Emancipation Day holiday has been removed from both the Holidays Policy and proposed 2027 Leon County Government Holiday Schedule. This item recommends the addition of the Juneteenth holiday, which fully complies with Florida Statutes, to both Board Policy No. 03-16 and the 2027 Leon County Government Holiday Schedule. Further, during the Workshop on the 2027 State and

Federal Legislative Priorities, the Board directed staff to pursue revisions to section 125.595, F.S. to authorize local governments to observe certain holidays and events including Emancipation Day.

Proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy" (Attachment #4), are presented to make one revision related to SB 1134 and to clarify the process for requesting the presentation of a proclamation at a regularly scheduled Board meeting when the event is already preapproved to be executed by the Chairman and provided to the organization. On May 12, 2026, the Board revised its Proclamations and Resolutions Policy to authorize the Chairman to execute proclamations specified on a list of preapproved annual proclamations. Those preapproved annual proclamations are anticipated to be presented at off-site events or provided directly to organizations without the need to return to a Board meeting. The proposed revisions recognize that Commissioners may still wish to present some of these preapproved annual proclamations in the Commission Chambers during a Board Meeting and provide clarification on that process. In addition, Women's History Month was inadvertently included in the preapproved listing but does not comply with section 125.595, Florida Statutes, so it has been removed in the proposed Policy revision.

Analysis:

Board Policy No. 18-2, "Meeting Dates for Board of County Commissioners", states that the Board shall annually adopt a meeting calendar that will generally schedule regular commission meetings, excluding holidays or other conflicts as determined by the Board. If there is not sufficient or timely business to come before the Board for any previously scheduled meeting, the County Administrator may recommend for the Chairperson to cancel or reschedule a meeting. The Board's proposed meeting and public hearing schedule is as follows: regular meetings generally to be held the 2nd Tuesday of the month at 3:00 p.m., public hearings generally to be held the 2nd Tuesday of the month at 6:00 p.m., and workshops generally to be held the 4th Tuesday of the month at 3:00 p.m. Should voters approve Amendment 3 on the November 3, 2026, ballot, the tentative workshop dates provided in the 2027 Meeting Schedule will be utilized for budget workshops as necessary.

The proposed Public Notice of the 2027 Tentative Board Meeting Schedule is included as Attachment #1. In drafting the proposed Public Notice of the 2027 Tentative Board Meeting Schedule and calendar, staff reviewed and considered the following:

- 2027 calendar with generally observed holidays (Attachment #5);
- 2026-2027 Leon County Schools Calendar (Attachment #6);
- Florida Association of Counties (FAC) 2027 Conferences (Attachment #7);
- National Association of Counties (NACo) 2027 Conferences (Attachment #8);
- Florida City/County Management Association (FCCMA) 2027 Annual Conference (Attachment #9)
- International City/County Management Association (ICMA) 2027 Annual Conference (Attachment #10);

- Greater Tallahassee Chamber of Commerce Annual Conference (Attachment #11); and
- Blueprint Intergovernmental Agency 2027 proposed meeting schedule (Attachment #12).

Based on a review of the listed 2027 calendars/schedules, and consistent with previous year's schedules, the following is a proposed tentative 2027 Board meeting and workshop schedule:

- January 2027 – Board Retreat on January 25 and Regular Meeting on January 26.
- February 2027 – Regular Meeting on February 9 and Board Workshop (TENTATIVE) on February 23.
- March 2027 – Regular Meeting on March 9 and Board Workshop (TENTATIVE) on March 23.
- April 2027 – Regular Meeting on April 13.
- May 2027 – Regular Meeting on May 11 and Board Workshop on May 25.
- June 2027 – Regular Meeting on June 8 and Preliminary Budget Workshop on June 15.
- July 2027 – Regular Meeting and Budget Workshop, if necessary, on July 13.
- September 2027 – Regular Meeting and first Budget Adoption Public Hearing on September 7 and Board Workshop (TENTATIVE) along with the second Budget Adoption Public Hearing on September 21. Florida Statutes guide regular Board meeting dates for the County's budget adoption public hearings. The School Board's budget public hearings have not been set for September 2027. If the School Board's final budget adoption hearing dates conflict with the County's calendar, staff will bring back recommendations for rescheduling its regular and budget adoption hearings for alternate dates.
- October 2027 – Regular Meeting on October 12 and Board Workshop on October 26.
- November 2027 – Board Installation, Reorganization and Regular Meeting on November 9. No workshop is historically scheduled for the 4th Tuesday which is the week of Thanksgiving.
- December 2027 – Regular Meeting on December 14. No workshop is scheduled for the 4th Tuesday due to the holidays.

The proposed Public Notice for the 2027 Tentative Board Meeting Schedule includes a calendar outline, consistent with previous years, that lists conferences, education and training sessions, and events, as indicated in Table #1 and included as the Travel Schedule. In an effort to streamline and provide additional consistency in the travel approval process, it is recommended that Commissioner Aides, County Administrator, and County Attorney pre-approved travel be included in the 2027 Travel Schedule provided in Table #1.

The remainder of this page intentionally left blank.

Table #1: Leon County Board of County Commissioners' 2027 Travel Schedule

Date (2027)	Conference	Location
February 19 – 23 *Fri. – Tues.*	National Association of Counties (NACo) Legislative Conference	Washington D.C.
April 24 *Saturday*	Honor Flight Tallahassee	Washington D.C.
June 2 – 5 *Wed. – Sat.*	Florida City/County Management Association (FCCMA) Annual Conference	Orlando, FL
June 22 – 25 *Tues. – Fri*.	Florida Association of Counties (FAC) Annual Conference & Educational Exposition	Orlando, FL
July 23 – 26 *Fri. – Mon.*	NACo Annual Conference	Savannah, GA
August 19 – 22 *Thur. – Sun*.	Greater Tallahassee Chamber of Commerce Annual Conference	Fernandina Beach, FL
September TBD	FAC Innovation & Policy Conference	TBD
September 25 – 29 *Sat. – Wed.*	International City/County Management Association (ICMA) Annual Conference	Philadelphia, PA
November 17 – 19 *Wed. – Fri.*	FAC Legislative Conference	St. Petersburg, FL

All Florida Association of Counties (FAC) related events and National Association of Counties (NACo) related events not listed on the Schedule will be considered pre-approved for travel.

The following conferences have been removed from the travel schedule to ensure compliance with Section 125.595, Florida Statutes:

- National Association for the Advancement of Colored People (NAACP) National Convention;
- National Urban League Annual Conference;
- Congressional Black Caucus Annual Legislative Conference; and
- National Organization of Black County Officials (NOBCO) Annual Economic Development Conference.

This item seeks Board approval of the proposed 2027 Tentative Board Meeting Schedule and the proposed 2027 Travel Schedule for the Board, Commissioner Aides, County Administrator, and County Attorney, authorizing travel to the scheduled events subject to their respective travel budget. If adopted, the 2027 Tentative Board Meeting Schedule will be included in each Board meeting agenda and will also be posted on the Board's Calendar, which is available on the County's website.

This item also seeks Board approval of revisions to Board Policy No. 03-16, "Holidays", along with the 2027 Leon County Government Holiday Schedule, and revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy", as described in this agenda item.

Options:

1. Adopt the proposed Leon County Board of County Commissioners' Public Notice of the 2027 Tentative Board Meeting Schedule (Attachment #1).
2. Approve the proposed 2027 Travel Schedule, and authorize travel for the Commissioners, Commissioner Aides, County Administrator, and County Attorney to the scheduled events.
3. Approve the proposed revisions to Board Policy No. 03-16, "Holidays" (Attachment #2).
4. Approve the proposed 2027 Leon County Government Holiday Schedule (Attachment #3).
5. Approve proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy" (Attachment #4).
6. Do not adopt the proposed Leon County Board of County Commissioners' Public Notice of the 2027 Tentative Board Meeting Schedule.
7. Do not approve the proposed 2027 Travel Schedule, and do not authorize travel for the Commissioners, County Administrator, and County Attorney to the scheduled events.
8. Do not approve the proposed revisions to Board Policy No. 03-16, "Holidays".
9. Do not approve the proposed 2027 Leon County Government Holiday Schedule.
10. Do not approve proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy".
11. Board direction.

Recommendation:

Options #1 through #5

Attachments:

1. Proposed 2027 Board of County Commissioners Meeting Schedule
2. Proposed revisions to Board Policy No. 03-16, "Holidays"
3. Proposed 2027 Leon County Government Holiday Schedule
4. Proposed revisions to Board Policy No. 12-5, "Proclamations and Resolutions – Ceremonial Recognition Policy"
5. 2027 Calendar with U.S. observed holidays
6. 2026-2027 Leon County Schools Calendar, approved March 2026.
7. FAC 2027 Conferences
8. NACo 2027 Conferences
9. FCCMA 2027 Annual Conference
10. ICMA 2027 Annual Conference
11. 2027 Greater Tallahassee Chamber of Commerce Annual Conference
12. 2027 Blueprint Intergovernmental Agency proposed meeting schedule

PUBLIC NOTICE

Leon County Board of County Commissioners
2027 Tentative Meeting Schedule

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

Date	Day	Time	Meeting
January 25	Monday	9:00 a.m.	Board Retreat
January 26	Tuesday	3:00 p.m.	Regular Board Meeting
February 9	Tuesday	3:00 p.m.	Regular Board Meeting
February 23	Tuesday	3:00 p.m.	Workshop (TENTATIVE)
March 9	Tuesday	3:00 p.m.	Regular Board Meeting
March 23	Tuesday	3:00 p.m.	Workshop (TENTATIVE)
April 13	Tuesday	3:00 p.m.	Regular Board Meeting
May 11	Tuesday	3:00 p.m.	Regular Board Meeting
May 25	Tuesday	3:00 p.m.	Workshop (TENTATIVE)
June 8	Tuesday	3:00 p.m.	Regular Board Meeting
June 15	Tuesday	9:00 a.m.	Budget Workshop
July 13	Tuesday	9:00 a.m.	Budget Workshop (if necessary)
July 13	Tuesday	3:00 p.m.	Regular Board Meeting
September 7	Tuesday	3:00 p.m.	Regular Board Meeting
September 7	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rates and Budgets
September 21	Tuesday	3:00 p.m.	Workshop (TENTATIVE)
September 21	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rates and Final Budgets
October 12	Tuesday	3:00 p.m.	Regular Board Meeting
October 26	Tuesday	3:00 p.m.	Workshop (TENTATIVE)
November 9	Tuesday	3:00 p.m.	Installation, Reorganization & Regular Board Meeting
December 14	Tuesday	3:00 p.m.	Regular Board Meeting

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

2.03

Board of County Commissioners
Leon County, Florida
Policy No. 03-16

Title:	Holidays
Date Adopted:	~~September 15, 2025~~ October 13, 2026
Effective Date:	~~September 15, 2025~~ October 14, 2026
Reference:	N/A
Policy Superseded:	Policy No. 02-10, "Holidays," adopted October 8, 2002; Policy No. 03-16, "Holidays," adopted October 14, 2003; revised September 29, 2020; ~~revised~~ October 1, 2021; September 15, 2025

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy 03-16, "Holidays," adopted by the Board of County Commissioners on ~~October 1, 2021~~ September 15, 2025, is hereby amended, and a revised policy is adopted in its place, to wit:

This policy establishes a permanent Holiday Schedule for all Leon County employees. Beginning ~~September 15, 2025~~ October 14, 2026, and until such time as the Holiday Policy is amended, the County shall observe the following holidays:

New Year's Day*

Birthday of Martin Luther King, Jr. (third Monday in January)

Memorial Day (last Monday in May)

~~Emancipation Day (May 20th)~~

Juneteenth (June 19)

Independence Day

Labor Day, (first Monday in September)

Election Day (first Tuesday after the first Monday in November in even-numbered years)

Veteran's Day

Thanksgiving Day

Friday after Thanksgiving

Christmas Day*

If any of these holidays fall on Saturday, the preceding Friday shall be observed as a holiday. When these holidays fall on Sunday, the following Monday shall be observed as a holiday. (*If the New Years or Christmas Holiday falls on a Thursday, the following Friday shall be observed as a holiday. If the New Years or Christmas Holiday falls on a Tuesday, the preceding Monday shall be observed as a holiday).

2.03

On occasions when State of Florida government offices are closed by direction of the Governor, the County Administrator, in consultation with the Chair, may elect to close Leon County offices.

The holidays identified in the Holiday Schedule will remain constant each year unless a formal request for change is made by the Board, Constitutional Officers or County Administration.

In accordance with Leon County Human Resources Policies and Procedures, Section 7.06, Leon County employees, except for O.P.S. employees, will accrue twenty-four (24) hours of Personal Days annually.

The Holiday Schedule for each year will be distributed by the Office of Human Resources to all Board employees and Constitutional Officers by November 1st of the preceding year.

Proposed 2027 Leon County Government Holiday Schedule

Holiday	*Date Observed*
New Year's Day 2027	Friday, January 01, 2027
Martin Luther King Jr. Day	Monday, January 18, 2027
Memorial Day	Monday, May 31, 2027
Juneteenth Observed	Friday, June 18, 2027
Independence Day Observed	Monday, July 05, 2027
Labor Day	Monday, September 06, 2027
Veteran's Day	Thursday, November 11, 2027
Thanksgiving Day	Thursday, November 25, 2027
Friday after Thanksgiving	Friday, November 26, 2027
Christmas Day Observed	Friday, December 24, 2027
New Year's Day 2028 Observed	Friday, December 31, 2027

If a holiday falls on a Saturday, it is observed on the preceding Friday. If a holiday falls on a Sunday, it is observed on the following Monday.

1.07

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

Title:	Proclamations and Resolutions - Ceremonial Recognition Policy
Date Adopted:	~~May 12, 2026~~ October 13, 2026
Effective Date:	~~May 12, 2026~~ October 14, 2026
Reference:	N/A
Policy Superseded	Policy No. 78-4 "Proclamations" adopted September 26, 1978; Policy No. 98-01 "Model Resolutions" adopted April 14, 1998; Policy No. 12-5 "Proclamations and Resolutions- Ceremonial Recognition Policy" adopted December 11, 2012, revised September 10, 2013, revised May 12, 2026

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," revised ~~September 10, 2013~~ May 12, 2026, 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 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. 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 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 <u>for presentation at an external event or location. Requests for presentation of a pre-approved proclamation listed in Exhibit A at a regularly scheduled meeting requires advanced approval by the full Board at a regularly scheduled meeting.</u> Requests for additional Proclamations not included in Exhibit A will require 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.

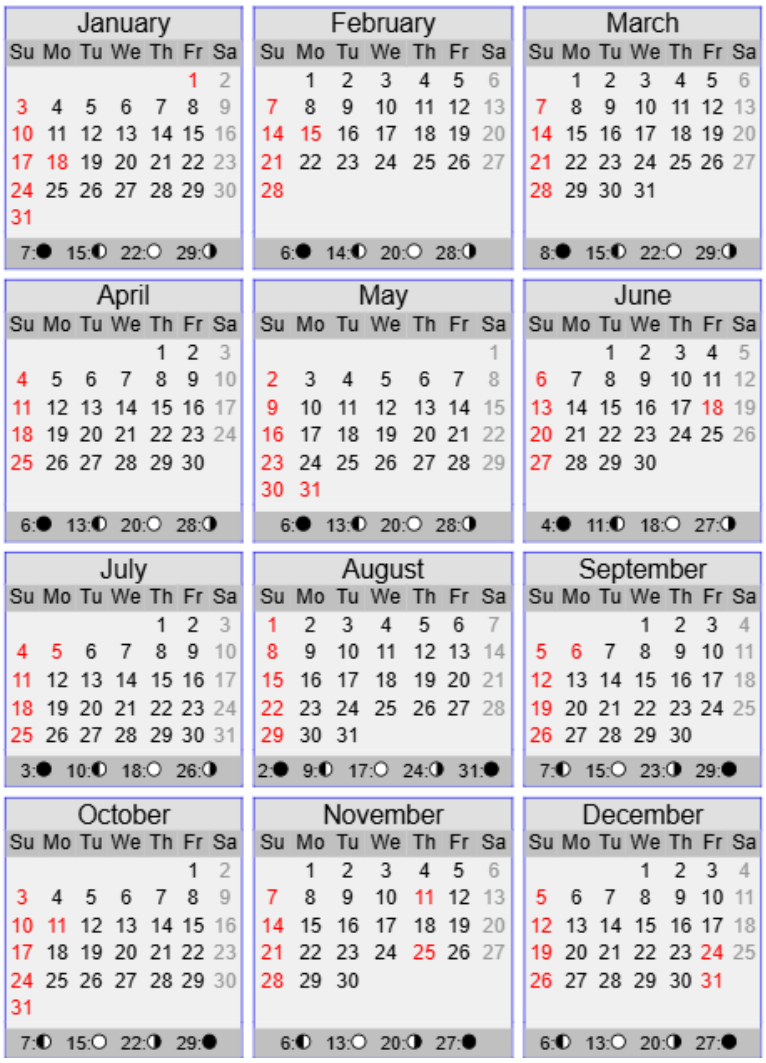
EXHIBIT A

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 Day 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

Rev. ~~5/12/2026~~ 10/13/2026

Calendar for Year 2027 (United States)



January						
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Holidays and Observances:

Jan 1	New Year's Day
Jan 18	Martin Luther King Jr. Day
Feb 14	Valentine's Day
Feb 15	President's Day
Mar 17	St. Patrick's Day
Mar 28	Easter Sunday
Mar 29	Easter Monday
Apr 15	Tax Day
May 5	Cinco de Mayo
May 9	Mother's Day
May 31	Memorial Day
Jun 14	Flag Day
Jun 18	'Juneteenth' day off
Jun 19	Juneteenth
Jun 20	Father's Day
Jul 4	Independence Day
Jul 5	'Independence Day' day off
Sep 6	Labor Day
Oct 11	Columbus Day
Oct 31	Halloween
Nov 2	Election Day
Nov 11	Veterans Day
Nov 25	Thanksgiving Day
Nov 26	Black Friday
Dec 24	'Christmas Day' day off
Dec 24	Christmas Eve
Dec 25	Christmas Day
Dec 31	'New Year's Day' day off
Dec 31	New Year's Eve

2026-2027 LCS Calendar

School Day | Teacher Planning | School Closed
Early Release | Summer Planning | Summer School

August

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September

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20 Student / 20 Teacher / 2 Holidays

October

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21 Student / 22 Teacher

November

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15 Student / 15 Teacher / 2 Holidays

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18 Student / 19 Teacher / 2 Holidays

February

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19 Student / 19 Teacher / 1 Holiday

March

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16 Student / 17 Teacher

April

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22 Student / 22 Teacher

May

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* Indicates last day for Seniors

June

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July

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Posted on October 5, 2026

Conferences



Florida Association of Counties provides many opportunities for county officials to gain valuable knowledge and compare experiences with other officials from across the state.

INNOVATION & POLICY CONFERENCE

September 16-17, 2026

Hilton Jacksonville at Mayo Clinic (Duval County)

The Innovation & Policy Conference will showcase county innovative programs and projects around the state; deliver new educational opportunities for county commissioners and staff; and launch fresh, research based leadership training for FAC members. In addition, this Summit is designed to facilitate discussion on the many policy issues facing counties, debate new and old issues and begin to narrow down the policies for a final vote before the end of the year.

LEGISLATIVE CONFERENCE

December 2-4, 2026

Sawgrass Marriott (St. Johns County)

The FAC Legislative Conference is the final opportunity for the membership and Legislative Policy Committees to meet and voice their opinion on the policies FAC lobbies during the legislative session. On the final day, commissioners vote and adopt the final FAC policies.

Future Legislative Conference Dates:

- November 17-19, 2027 (Hilton St. Petersburg Bayfront – Pinellas County)
- November 29 – December 1, 2028 (Sawgrass Marriott – St. Johns County)

LEGISLATIVE DAY

March 17, 2027

FSU Turnbull Conference Center (Leon County)

Each year during the height of the Legislative Session, FAC hosts our legislative day in Leon County. Commissioners and staff are encouraged to come to Tallahassee to assist in the lobbying efforts to protect home rule and prevent unfunded mandates. The day begins with a legislative briefing, and the afternoon is spent lobbying local delegations; a reception honoring the Legislature will be held that evening.

ANNUAL CONFERENCE & EDUCATIONAL EXHIBITION

June 22-25, 2027

Hilton Orlando (Orange County)

For more than 90 years, the Florida Association of Counties has held an annual conference. This is the largest FAC event each year and offers an opportunity for hundreds of commissioners and county staff from across the state to come together for continuing education and critical networking. In addition to the educational sessions, this event also includes a 100+ booth educational exhibition – with exhibitors from around the country sharing cost saving tools and products with counties.

Future Annual Conference Dates

- June 27-30, 2028 (Rosen Shingle Creek – Orange County)
- June 26-29, 2029 (Rosen Shingle Creek – Orange Couty)
- June 25-28, 2030 (Rosen Shingle Creek – Orange Couty)



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NACo Events

Upcoming Conferences

Conference	Location	Date
2026 Western Interstate Region (WIR) Conference	Maui County, Hawai'i	May 5-8
2026 NACo Annual Conference & Exposition	Orleans Parish/New Orleans, La.	Jul. 17-20
2027 Legislative Conference	Washington, D.C.	Feb. 19-23
2027 Annual Conference & Expo	Chatham County/Savannah, Ga.	Jul. 23 – 26
2028 Legislative Conference	Washington, D.C.	Feb. 11-15
2028 Annual Conference & Expo	Marion County/Indianapolis, Ind.	Jul. 21-24

Annual Conference

FCCMA 2027 Annual Conference

June 2 – June 5, 2027
Renaissance Orlando at SeaWorld, 6677 Sea Harbor Drive, Orlando
Government Attendee Conference Agenda and Registration Information Will Be Available March 2027

Since 1914, ICMA has sponsored an annual conference that enables local government managers and their staffs to network, discuss key management issues, review major local government developments, adopt policy statements, and conduct association business. Conference keynote addresses, educational sessions, workshops, and field demonstrations provide attendees with an unparalleled opportunity for acquiring new tools and techniques to address the problems facing communities and local government administrators today. Questions about the ICMA Annual Conference can be e-mailed to conferenceteam@icma.org.

Future ICMA Annual Conferences

Long Beach/Los Angeles County, California

October 17-21, 2026

Philadelphia, Pennsylvania

September 25-29, 2027

Atlanta/Fulton County, Georgia

October 21-25, 2028

San Antonio/Bexar County, Texas

October 20-24, 2029

St. Louis, Missouri

September 14-18, 2030

Seattle/King County, Washington

October 4-8, 2031

Lisa Davis

From: Beth Pupke <bpupke@talchamber.com>
Sent: Tuesday, May 19, 2026 8:07 AM
To: Lisa Davis
Subject: Re: Request for information - 2027 Greater Tallahassee Chamber of Commerce Annual Conference

EXTERNAL MESSAGE: Carefully consider before opening attachments or links.

Good morning Lisa,

The 2027 Conference will be held Thursday, August 19, 2027 to Sunday, August 22, 2027.

Please let me know if there is any further assistance or information I can provide.

Thank you,
Beth



Beth Pupke
DIRECTOR OF EVENTS
& ACCESS TALLAHASSEE
PHONE: O: (850) 224-8116 D: (850) 521-3107
EMAIL: BPUPKE@TALCHAMBER.COM
WEBSITE: WWW.TALCHAMBER.COM
ADDRESS: 300 E. PARK AVE.
THE CHAMBER

Blueprint Intergovernmental Agency

Proposed 2027 Meeting Dates

Thursday, March 11, 2027	Regular Meeting	3:00 p.m.
Thursday, June 10, 2027	Budget Workshop	1:00 p.m.
	Regular Meeting	3:00 p.m.
Thursday, September 23, 2027	Regular Meeting	3:00 p.m.
	Budget Public Hearing	5:00 p.m.
Thursday, November 4, 2027	Regular Meeting	3:00 p.m.

Leon County
Board of County Commissioners

Notes for Agenda Item #19

Leon County Board of County Commissioners

Agenda Item #19

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: September 2026 Quarterly Economic Dashboard Report

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)
Lead Staff / Project Team:	Keith Bowers, Director, Office of Economic Vitality (OEV) Dan Lucas, Business Intelligence Manager

Statement of Issue:

This item seeks Board acceptance of the September 2026 Quarterly Economic Dashboard Report, which quantifies Leon County's economic health and growth each quarter to assess local economic vitality. This report also outlines multifamily and student housing data for the Tallahassee metro area and provides an update on the 11th Annual Leon Work Expo and high-speed broadband expansion.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the September 2026 Quarterly Economic Dashboard Report (Attachment #1).

Report and Discussion

Background:

This item seeks Board acceptance of the September 2026 Quarterly Economic Dashboard Report, which quantifies Leon County's economic health and growth each quarter to assess local economic vitality. This item also outlines multifamily and student housing for the Tallahassee metro area.

The September 2026 Quarterly Economic Dashboard Report shows a local economy that remains resilient. Wages are rising, homebuilding is stable, layoffs remain low, commercial vacancy remains limited, and there is no clear sign of a broad recession. The Quarterly Focus section of this report profiles the metro area's multifamily and student housing. The analysis section below is divided into three parts:

- The Dashboard (Attachment #1), which emphasizes quarterly trends.
- The Quarterly Focus section (Attachment #2), which outlines multifamily and student housing.
- The OEV Spotlight, which provides information on the 11th Annual Leon Works Expo and the status of ongoing high-speed broadband efforts.

Since February 2017, the Tallahassee-Leon County Office of Economic Vitality (OEV) has produced the *Quarterly Economic Dashboard* to give a consistent, recurring snapshot of the local economy and to demonstrate the ongoing efforts to support economic vitality and deliver a return on investment. The *Quarterly Economic Dashboard* is designed to equip local decision-makers with timely, data-driven insights by presenting key economic indicators, trend analyses, and benchmark comparisons that support informed policy, budget, and strategic planning decisions. In addition to the *Quarterly Economic Dashboard*, OEV began producing a monthly data release, Data Driver, in 2019, which includes City and County employment, unemployment, and other statistics. Each summer since 2020, OEV has also produced the *Annual Economic Review*, a one-year and five-year retrospective of the indicators featured in the *Quarterly Economic Dashboard*. In 2020, the International City/County Management Association recognized the *Quarterly Economic Dashboard* with a Certificate of Achievement in Performance Management.

The "Since Prior Quarter" column gives context for seasonal or short-term changes. Additionally, The Quarterly Focus (Attachment #2) highlights a recent statistic that is outside the standard 13 indicators. This edition outlines multifamily and student housing for the Tallahassee metro area, from aggregated CoStar data, a commercial real estate data service. Finally, the OEV Spotlight provides information on current OEV efforts to strengthen the economy. This edition focuses on the 11th Annual Leon Works Expo and current High-Speed Broadband efforts.

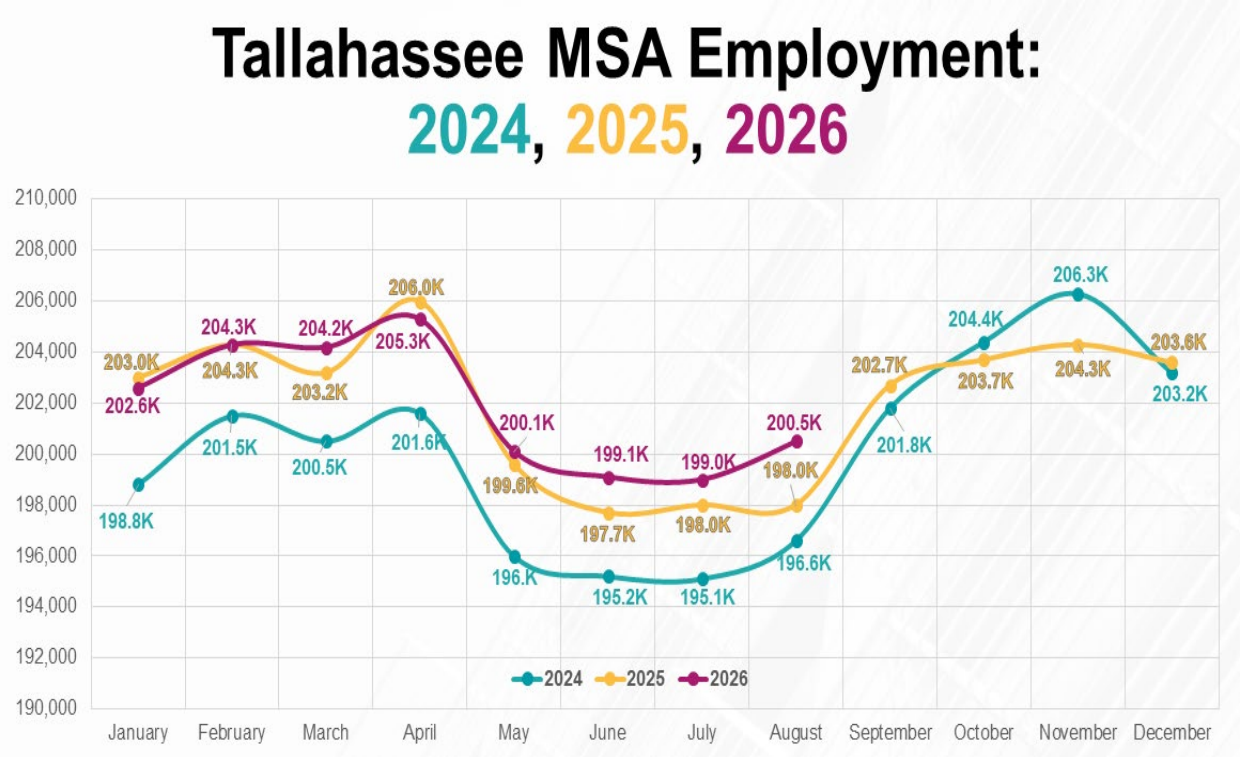
Analysis:

The Analysis section reviews the Dashboard indicators, the Quarterly Focus on multifamily and student housing, and the OEV Spotlight. OEV staff monitors key economic metrics and tracks current economic trends and conditions essential to the local economy. The Data Center, available on OEV's website, is the community's most comprehensive database and contains over 80 economic indicators, that are continuously updated to ensure visitors have access to the most accurate data. The Dashboard serves as a snapshot of the local economy, supplementing the Data Center by focusing on 13 key indicators in a consistent, easy-to-read format.

The September 2026 Dashboard reports data for the second quarter of 2026 (Q2, April-June), or the latest information available for the 13 indicators. The Dashboard metrics include:

Employment & Labor Market

- Employment in the Tallahassee metro area: In August 2026, the most recent month available, the metro area had 200,500 jobs, 2,500 (1.3%) more than in August 2025. Employment has exceeded the prior year's level in each month since May 2026. For the second quarter of 2026 (Q2), employment averaged 201,500 jobs, 400 more than in Q2 2025. Over the same period, private-sector employers added 1,300 jobs and public-sector employment decreased by 900. Q2 employment was 2,200 jobs (1.1%) below Q1 2026. That follows the seasonal pattern in the table below: second-quarter employment was lower than first-quarter employment in each year from 2024 through 2026. These figures count payroll jobs by place of work, which are published for the Tallahassee Metropolitan Statistical Area (MSA), made up of Gadsden, Jefferson, Leon, and Wakulla Counties, rather than for Leon County alone. The chart below shows monthly employment since 2024, with details in the table below:



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Tallahassee MSA Monthly Employment (1,000s) 2024-2026, with Year-over-Year Changes, 2025-2026

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	*Annual Average*
2024	198.8	201.5	200.5	201.6	196.0	195.2	195.1	196.6	201.8	204.4	206.3	203.2	*200.1*
2025	203.0	204.3	203.2	206.0	199.6	197.7	198.0	198.0	202.7	203.7	204.3	203.6	*202.0*
2026	202.6	204.3	204.2	205.3	200.1	199.1	199.0	200.5					*202.0**
2025-2026 Change	-0.2%	0.0%	+0.5%	-0.3%	+0.3%	+0.7%	+0.5%	+1.3%					*+0.3%**

**Partial year, January to August.*

Source: FloridaCommerce, Current Employment Statistics (not seasonally adjusted) as of September 18, 2026, data release.

- Unemployment claims: 523 initial claims for unemployment compensation in Q2 2026, up 4.6% (23 claims) from the prior quarter and down 17.4% (110 claims) from a year ago. Claims were also far below the long-run local norm, about 82% below the 10-year Q2 average of 2,887 (2016-2025).
- Unemployment rate: 4.9% average for Q2 2026, unchanged from Q1 2026 and up 1.2% percentage points from 3.7% a year earlier. Since Q3 2021, the quarterly average unemployment rate has been under 5% in 18 of 20 quarters.
- Labor force (people working or looking for work): 207,118 for Q2 2026, down 0.9% from the prior quarter (-1,829), and up 0.3% from a year earlier (+643). The Q2 labor force has contracted from the prior quarter in 10 of the past 20 years, and since Q3 2021 the labor force has increased year-over-year in 18 of the past 20 quarters.

Wages & Housing Market

- Average weekly wage: $1,301 in Q4 2025, up 11.0% quarter-to-quarter (+$129), and up 6.2% from a year earlier (+$76). The $129 quarterly gain was the largest since the $144 increase in Q4 2023, and the average weekly wage has increased quarter-to-quarter in 12 of the past 20 quarters.
- Single-family home prices: median sales price was $330,000 in Q1 2026, down 1.5% from the prior quarter and also down 1.5% from a year earlier. Sales volume rose 5.9%, from 726 single-family homes sold in Q1 2025 to 769 in Q1 2026.
- New single-family permits: 189 permits in Q2 2026 (City of Tallahassee 120, unincorporated Leon 69), up 53.7% from the prior quarter and up 19.6% from a year earlier; also 7% above the 10-year Q2 average (177).
- Mortgage foreclosures (Leon County): 79 in Q2 2026, 4 fewer (4.8%) than in the prior quarter and 11 more (16.2%) than a year earlier, and 8% below the 10-year Q2 average of 86 (2016-2025). The prior edition of the Dashboard reported 82 foreclosures in Q1 2026; however, that number was revised to 83 based on the Leon County Clerk of Courts' current data.

Commercial & Industrial Real Estate

- Office vacancy: 5.3% in Q2 2026, less than half the national office vacancy rate of slightly below 14% that CoStar reported for the same quarter. The vacancy rate is the share of office space that is available and unoccupied, so about 95% of the Tallahassee metro area's office space was occupied. Local office vacancy has remained below 6% every quarter since Q2 2022. The Q2 2026 rate was 0.2 percentage points higher than the prior quarter (5.1%) and 0.5 percentage points higher than a year earlier (4.8%).
- Industrial vacancy: 4.3% in Q2 2026, up 0.3 percentage points from 4.0% in the prior quarter, and up 1.0 percentage point from 3.3% a year earlier. The Q1 2026 industrial vacancy rate was previously reported as 4.2%; however, CoStar revised the quarterly data to reflect a Q1 2026 industrial vacancy rate of 4.0%. Q2 2026 was the first time since Q4 2017 that Industrial Vacancy exceeded 4.0%, reflecting three quarters of negative net absorption.

Consumer & Business Activity

- Taxable sales (a measure of for consumer spending): $1.61B in Q1 2026, up 2.2% from the prior quarter (a rise of $35.4M), and down 1.1% from a year earlier (-$17.3M). Consumer nondurables and tourism & recreation accounted for 53% of taxable sales.
- Tourist development tax (TDT) receipts (the tax collected on hotel stays and other short-term lodging, a measure of tourism): $2.41M in Q1 2026, down 7.7% from the prior quarter but up 7.6% from a year earlier. Receipts in Q1 are typically lower than in Q4. Historically, Q1 and Q2 experience greater year-over-year variance due to Legislative Session schedules. Odd-year sessions begin in March, while even-year sessions start earlier in January.
- TLH Airport passenger traffic: 220,773 passengers in Q2 2026, up 9.4% (18,957) from the prior quarter and down 6.9% (16,361) from a year earlier. Q2 2026 passenger traffic was 16% above the 10-year Q2 average of 189,665 (2016-2025).

Key Takeaways

- Employment is above the prior year’s level. The Tallahassee metro area had 201,500 jobs in the second quarter of 2026. That was about 400 more jobs than one year earlier, as private-sector growth of 1,300 jobs offset a public-sector decrease of 900 jobs. The labor force was 643 people larger than one year earlier.
- Layoffs remain low. Initial unemployment claims, a measure of new layoffs, were 17% lower than one year earlier and 82% below the 10-year Q2 average. The unemployment rate averaged 4.9%, compared with 3.7% one year earlier, and has been under 5% in 18 of the past 20 quarters.
- Wages are rising. The average weekly wage of $1,301 in Q4 2025 was $76 (6.2%) higher than one year earlier, and the $129 increase from the prior quarter was the largest quarterly gain since Q4 2023.
- Tourism development tax receipts in Q1 2026 were 44% higher than the 10-year Q1 average of $1.68M during 2016-2025, potentially reflecting the success of Leon County hosting a large, international sporting event with the World Cross Country Championships in January 2026 and the Savannah Bananas and Banana Bowl in February 2026.

- Homebuilding is a clear area of strength. The 189 permits issued for new single-family homes in the second quarter were nearly 20% more than one year earlier and above the 10-year average. More new single-family construction could increase the housing supply and support local building jobs.
- Commercial vacancy remains limited. Office vacancy was 5.3% and industrial vacancy was 4.3% in Q2 2026. Office vacancy has been under 6% every quarter since Q2 2022, and Q2 2026 was the first quarter since Q4 2017 in which industrial vacancy exceeded 4.0%.

The quarterly Focus (Attachment #2) compares the two parts of Leon County's commercial listed rental housing market: multifamily housing and student housing. Multifamily housing is spread throughout the urban area and is usually leased as a full apartment or unit. In contrast, student housing is concentrated near FSU, FAMU, and TSC and is commonly leased by the bedroom or bed. Multifamily housing remains the larger market by number of residences, with nearly 36,000 listed units in mid-2026, up 25% since 2010. Student housing included more than 16,000 units and 42,000 beds. Since 2010, student housing has grown faster: units increased by 32%, while beds increased by 64%. The data also suggests that newer student developments often house more students/beds within each property. Student housing also has a much higher rent per square foot. From 2000 through 2013, multifamily rent was about half the student housing rate. Rent growth varied over time: multifamily rents rose faster during the 2010s, while student housing rents rose faster from 2020 through 2023. Since 2024, both markets have become more stable. Multifamily rent increased slightly, while student housing rent decreased slightly. The combined average rent remained at $1.73 per square foot as of mid-2026, unchanged from 2024.

OEV Spotlight:

Leon Works Expo

In partnership with Leon County Government and regional education and workforce partners, OEV hosted the 11th Annual Leon Works Expo at the Donald L. Tucker Civic Center on April 17, 2026. The Expo connected approximately 650 high school students with more than 150 employers, educational institutions, and community organizations, providing students with direct exposure to skilled careers through interactive exhibits, equipment demonstrations, and conversations with industry professionals. Students from Leon County and throughout the Big Bend participated, with representation from Gadsden, Jefferson, Calhoun, Madison, Taylor, and Wakulla Counties, reinforcing the Expo's role as a regional workforce development initiative. The 2026 program continued Leon Works' emphasis on connecting students with career pathways in high-demand fields, including information technology and cybersecurity, engineering and utilities, transportation and logistics, public safety, hospitality, and business and finance. Through Leon Works and related talent development initiatives, the County continues to strengthen the local talent pipeline by helping students understand the range of well-paying career opportunities available locally and connecting employers with the region's emerging workforce. These efforts build upon the County's five-year strategic target to connect 7,000 students with skilled job opportunities, a target that has already been exceeded with more than 7,500 students connected since FY 2022.

High-Speed Broadband Efforts

OEV continues to support Leon County's efforts to expand access to reliable, high-speed broadband, particularly in rural and underserved areas. Significant progress is being made through a combination of federal, state, and private-sector investment. Through the federal Broadband Equity, Access, and Deployment (BEAD) Program, 1,114 locations in Leon County are included in Florida's approved Final Proposal, with service anticipated through a combination of fiber, cable, fixed wireless, and low-earth-orbit satellite technologies. In addition, Comcast is undertaking a major network expansion that will connect more than 3,200 homes and businesses in rural Leon County to high-speed internet, including locations in and around Blocker, Chaires, Concord, Felkel, Gardner, Lutterloh, Meridian, Miccosukee, Wadesboro, and Woodville. Supported through a public-private partnership with the State of Florida's Broadband Opportunity Program, the Comcast expansion must be completed by October 31, 2026. OEV has confirmed with the FloridaCommerce Office of Broadband that the projects are on track to meet that deadline. Additional broadband investment is occurring through the federal Rural Digital Opportunity Fund, under which Conexon received approximately $2.4 million to connect 1,341 unserved locations across Leon County, with work required to be completed by the end of December 2029. OEV continues to participate in the Local Technology Planning Team and coordinate with broadband providers, FloridaCommerce, and other partners to track deployment, identify remaining service gaps, address barriers to infrastructure expansion, and pursue opportunities to extend broadband access to additional Leon County residents and businesses.

This September 2026 Quarterly Economic Dashboard reflects a local economy that remains resilient: employment is 400 jobs above the prior year, initial unemployment claims are 17% below the prior year, the average weekly wage is 6.2% higher than one year earlier, single-family permits are 19.6% above the prior year, and commercial vacancy remains limited. The Quarterly Focus shows that Leon County's commercially listed rental housing has grown since 2010, led by student housing beds, and that the combined average rent of $1.73 per square foot in mid-2026 is unchanged from 2024. The OEV Spotlight reports that more than 7,500 students have been connected with skilled job opportunities since FY 2022 and that federal, state, and private investment is extending high-speed broadband to additional rural Leon County homes and businesses.

Options:

1. Accept the September 2026 Quarterly Economic Dashboard Report (Attachment #1).
2. Do not accept the September 2026 Quarterly Economic Dashboard Report.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. September 2026 Quarterly Economic Dashboard
2. Quarterly Focus: Multifamily and Student Housing

Quarterly Economic Dashboard (QED)

OFFICE OF ECONOMIC VITALITY

Indicator* – Most Recent Quarter		Since Prior Quarter	Year Ago Quarter	What Else?
EMPLOYMENT	201,500 Q2 2026	-1.1% Down 2,200 from Q1 2026	+0.2% Up 400 from Q2 2025	Private sector employment in Q2 2026 increased by 1,300 compared to Q2 2025, while public sector employment decreased by 900.
UNEMPLOYMENT CLAIMS	523 Q2 2026	+4.6% 23 more than in Q1 2026	-17.4% 110 fewer than in Q2 2025	Initial Claims for Unemployment Compensation were 82% less than the 10-year Q2 average of 2,887 during 2016-2025.
NEW SINGLE-FAMILY CONSTRUCTION PERMITS	189 Q2 2026	+53.7% 66 more than in Q1 2026	+19.6% 31 more than in Q2 2025	Permits totaled 189 in Leon County (City of Tallahassee, 120; Unincorporated Leon Co., 69), 7% higher than the 10-year Q2 average of 177 permits during 2016-2025.
MEDIAN SINGLE-FAMILY HOME SALES PRICE	$330,000 Q1 2026	-1.5% Down $5K from Q4 2025	-1.5% Down $5K from Q1 2025	Median Sales Price has decreased for two consecutive quarters. Sales volume rose 5.9% year-over-year, from 726 single-family homes in Q1 2025 to 769 in Q1 2026.
TOURIST TAX RECEIPTS	$2.41 M Q1 2026	-7.7% Down $201K from Q4 2025	+7.6% Up $170K from Q1 2025	Receipts for Q1 were down from the prior quarter in 18 of the past 20 years. Receipts in Q1 2026 were 44% higher than the 10-year Q1 average of $1.68M during 2016-2025.
TALLAHASSEE PASSENGERS	220,773 Q2 2026	+9.4% 18,957 more than in Q1 2026	-6.9% 16,361 fewer than in Q2 2025	Passenger totals in Q2 were up from the prior quarter in 19 of the past 20 years. Q2 2026 was 16% more than the 10-year Q2 average of 189,665 during 2016-2025.
UNEMPLOYMENT RATE	4.9% Q2 2026	SAME Unchanged from Q1 2026	+1.2 pts. Up from 3.7% in Q2 2025	Since 2021, the quarterly average Unemployment Rate has been under 5% 18 of 20 quarters.
AVERAGE WEEKLY WAGE	$1,301 Q4 2025	+11.0% $129 more than in Q3 2025	+6.2% $76 more than in Q4 2024	Average Weekly Wage had quarter-to-quarter increases in 12 of the past 20 quarters. The quarterly gain of $129 was the most since the $144 increase in Q4 2023.
MORTGAGE FORECLOSURES	79 Q2 2026	-4.8% 4 fewer than in Q1 2026	+16.2% 11 more than in Q2 2025	Foreclosures in Leon Co. in Q2 2026 were 8% lower than the 10-year Q2 average of 86 during 2016-2025.
OFFICE VACANCY RATE	5.3% Q2 2026	+0.2 pts. Up from 5.1% in Q1 2026	+0.5 pts. Up from 4.8% in Q2 2025	Office Vacancy has been under 6% every quarter since Q2 2022.
INDUSTRIAL VACANCY RATE	4.3% Q2 2026	+0.3 pts. Up from 4.0% in Q1 2026	+1.0 pts. Up from 3.3% in Q2 2025	Q2 2026 was the first time since Q4 2017 that Industrial Vacancy exceeded 4.0%.
LABOR FORCE	207,118 Q2 2026	-0.9% Down 1,829 from Q1 2026	+0.3% Up 643 from Q2 2025	The Labor Force in Q2 contracted from the prior quarter in 10 of the past 20 years. Since 2021, the Labor Force has increased year-over-year in 18 of the past 20 quarters.
TAXABLE SALES	$1.61 B Q1 2026	+2.2% Up $35.4M from Q4 2025	-1.1% Down $17.3M from Q1 2025	Consumer nondurables accounted for 30% of taxable sales in Q1; tourism and recreation, 23%; autos & accessories, 22%; business investment, 13%; and other items, 12%.

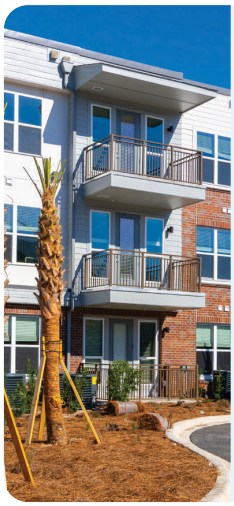
Note: Q1 = January-March; Q2 = April-June; Q3 = July-September; Q4 = October-December. Metrics are for the Tallahassee MSA unless otherwise stated, and subject to revision.
Sources: Florida Commerce, Current Employment Statistics (CES, not seasonally adjusted) and Local Area Unemployment Statistics (LAUS); Bureau of Labor Statistics, Quarterly Census of Employment and Wages (QCEW); Florida Commerce, Bureau of Workforce Statistics and Economic Research; Florida Legislature's Office of Economic and Demographic Research; Florida Department of Revenue, Office of Tax Research; City of Tallahassee Growth Management Department and Leon County Department of Development Support & Environmental Management; Leon County Clerk of Courts; Tallahassee Board of Realtors; Tallahassee International Airport; CoStar Property.

Posted on October 5, 2026

*Leading: May signal future changes; Lagging: May confirm pattern already in progress; Coincident: Occurs in real-time and clarifies condition of economy.

OEV Leon County Multifamily & Student Housing

Growth, Rents, & Market Trends | Mid-2026



MULTIFAMILY HOUSING

Dispersed throughout the urbanized area

Leased by the unit

35,900 commercially listed residences

↑ 25% increase since 2010



STUDENT HOUSING

Concentrated near FSU, FAMU, and TSC

Leased by the bed

16,000+ commercially listed units

↑ 32% increase since 2010

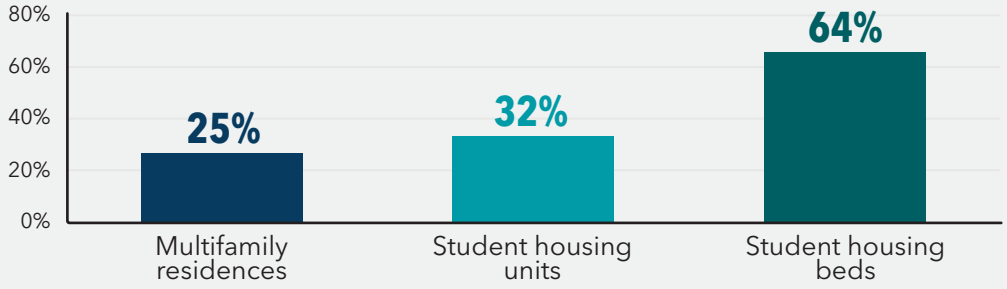
42,000+ beds

↑ 64% increase since 2010

MULTIFAMILY & STUDENT HOUSING HAS EXPANDED SINCE 2010

Commercially listed inventory in Leon County increased significantly, particularly student housing beds.

Growth in Commercially Listed Inventory Since 2010



RENT RATES AFTER 2020

Change in average rent (per square foot)

Period	Multifamily	Student Housing	Combined
2010s	+25%	+13%	+19%
2020 – 2023	+20%	+26%	+23%
Since 2024	+1.5%	-0.8%	Essentially flat

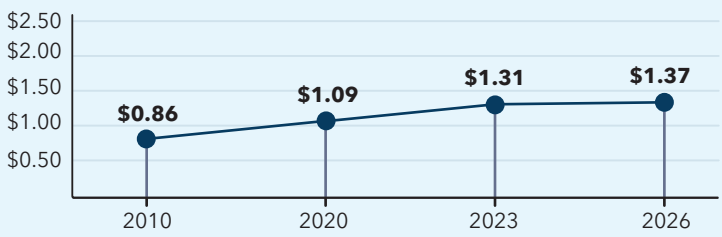
RENTS HAVE STABILIZED

$1.73 per sq. ft.

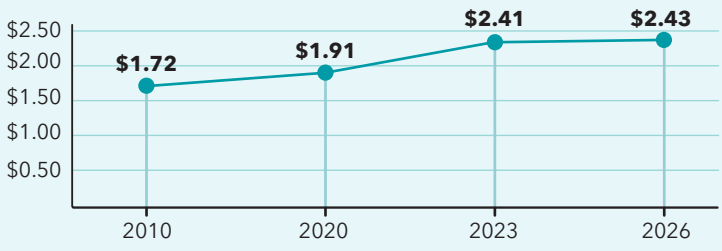
Combined average rent in 2026

same as 2024

AVERAGE RENT (per sq. ft.) Multifamily Housing



AVERAGE RENT (per sq. ft.) Student Housing



KEY TAKEAWAYS

1. Leon County's housing inventory has expanded since 2010, particularly student housing beds.
2. Rent growth accelerated during 2020–2023 for both multifamily and student housing before stabilizing in 2024.
3. Combined average rent in 2026 is $1.73 per sq. ft., the same as in 2024.

Posted on October 5, 2026

Leon County
Board of County Commissioners

Notes for Agenda Item #20

Leon County Board of County Commissioners

Agenda Item #20

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Authorization to Execute New Three-Month Agreement in Support of the Tallahassee-Leon County Commission on the Status of Women and Girls

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

Statement of Issue:

This item seeks Board authorization to execute a new three-month agreement with The Oasis Center for Women & Girls, Inc., to provide administrative and programming support to the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG) through December 31, 2026. As further detailed in this item, in response to recent action by the City of Tallahassee, the new agreement is necessary to implement the Board's direction to continue County funding of the CSWG through December 31, 2026, while a revised charge and service delivery approach is developed to comply with section 125.595, Florida Statutes (SB 1134).

Fiscal Impact:

This item has a fiscal impact. Funding for the three-month contract, totaling approximately $17,200, is available in the Fiscal Year 2027 budget.

Staff Recommendation:

Option #1: Authorize the County Administrator to execute a three-month contract with The Oasis Center for Women & Girls, Inc., for administrative support provided to the Tallahassee-Leon County Commission on the Status of Women and Girls through December 31, 2026, subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board authorization to execute a new three-month agreement with The Oasis Center for Women & Girls, Inc. (Oasis), to provide administrative and programming support to the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG) through December 31, 2026.

At its September 15, 2026 meeting, the Board authorized a three-month extension of the agreement among the County, City of Tallahassee (City), and Oasis through December 31, 2026 (Attachment #1). The extension was intended to provide additional time for the County, City, and CSWG to develop a revised charge and service delivery approach that complies with section 125.595, Florida Statutes, before the law takes effect on January 1, 2027.

Subsequently, at its September 23, 2026 meeting, the City Commission elected not to approve the proposed three-month amendment to the tri-party agreement and instead authorized a new agreement with Oasis for the entirety of the City's fiscal year. As a tri-party agreement between the County, City, and Oasis, the agreement could not be extended or otherwise amended without the approval of all three parties. Since the City declined to amend the tri-party agreement, the three-month extension of that agreement as authorized by the Board could not be executed as originally contemplated, and the agreement expired on September 30, 2026.

To implement the Board's direction to continue the County's funding support of the CSWG through December 31, 2026, this item recommends that the County instead enter into a new, separate three-month agreement with Oasis. The new agreement would include the scope of services provided under the now-expired tri-party agreement, maintain the proposed three-month term previously approved by the Board, and provide sufficient time for development and approval of a revised CSWG charge and service delivery approach that complies with section 125.595, Florida Statutes.

Analysis:

As set forth under the Enabling Resolution, the CSWG currently serves as an advisory committee to the County and the City with "the goal of promoting awareness on issues that affect women and girls in the community, including, but not limited to discrimination, disparate experiences of diverse women and girls, employment, education, services, health, economic security, access to justice, freedom from violence, and more." Upon review, the County Attorney's Office has determined that the CSWG's current charge and responsibilities, as established by the joint Enabling Resolution, will be in violation of section 125.595, Florida Statutes, as of the effective date of that new statute and, therefore, will be void on January 1, 2027. Specifically, the CSWG is established, authorized, and funded by the County and City to conduct activities focused on a population defined by sex—women and girls, which is one of the classifications expressly identified and that the County is prohibited from funding, promoting, or otherwise taking official action with regard to under section 125.595, Florida Statutes.

As previously reported to the Board, the County is actively working with the CSWG to explore alternative service delivery options and develop a revised charge which complies with the restrictions established by section 125.595, Florida Statutes, while preserving opportunities to address community needs in a manner authorized by law. To support this effort, the Board authorized a three-month extension of the tri-party agreement between the County, City, and Oasis to provide sufficient time for the CSWG to develop a revised charge and service delivery approach before the law takes effect on January 1, 2027.

Subsequently, at its September 23, 2026 meeting, the City Commission elected not to approve the proposed three-month amendment to the tri-party agreement and instead authorized a new agreement with Oasis for the entirety of the City's fiscal year. As a tri-party agreement between the County, City, and Oasis, the agreement could not be extended or otherwise amended without the approval of all three parties. Since the City declined to amend the tri-party agreement, the three-month extension of that agreement as authorized by the Board could not be executed as originally contemplated, and the agreement expired on September 30, 2026.

To implement the Board's direction to continue the County's funding support of the CSWG through December 31, 2026, this item recommends that the County instead enter into a new, separate three-month agreement with Oasis. The proposed agreement would maintain the proposed three-month contract term through December 31, 2026, to provide sufficient time for the CSWG to redevelop its charge and service delivery approach prior to January 1, 2027.

As previously reported to the Board, an update on these efforts will be brought back for consideration at the Board's December 8, 2026 meeting.

Options:

1. Authorize the County Administrator to execute a three-month contract with The Oasis Center for Women & Girls, Inc., for administrative and programming support provided to the Tallahassee-Leon County Commission on the Status of Women and Girls through December 31, 2026, subject to legal review and revision by the County Attorney.
2. Do not authorize the County Administrator to execute a three-month contract with The Oasis Center for Women & Girls, Inc., for administrative and programming support provided to the Tallahassee-Leon County Commission on the Status of Women and Girls through December 31, 2026.
3. Board direction.

Recommendation:

Option #1

Attachment:

1. September 15, 2026 Status Report on Coordination with the Tallahassee – Leon County Commission on the Status of Women and Girls to Ensure Compliance with Senate Bill 1134

Leon County Board of County Commissioners

Agenda Item #18

September 15, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on Coordination with the Tallahassee – Leon County Commission on the Status of Women and Girls to Ensure Compliance with Senate Bill 1134

Review and Approval:	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Nicki Hatch, Assistant to the County Administrator for Legislative and Strategic Initiatives Emily Norton, Deputy County Attorney

Statement of Issue:

This item seeks authorization to extend the County's contract with the Oasis Center for Women & Girls for administrative support of the Tallahassee – Leon County Commission on the Status of Women and Girls (CSWG) through December 31, 2026. The proposed three-month extension will provide additional time for the County, City of Tallahassee, and CSWG to develop and approve a revised charge and service delivery approach that complies with Senate Bill (SB) 1134 before the law takes effect on January 1, 2027. This item also recommends the extension of term end dates for seven CSWG members to coincide with the extension of the contract through December 31, 2026.

Fiscal Impact:

This item has a fiscal impact. Funding for the three-month contract extension, totaling approximately $17,188, is available in the Fiscal Year 2027 tentative budget. Should voters approve the proposed property tax amendment in November, funding for this program will be evaluated as part of the broader financial and organizational restructuring process anticipated during the FY 2028 budget development cycle.

Staff Recommendation:

Option #1: Authorize the County Administrator to execute a three-month extension of the County's contract for administrative support provided to the CSWG through December 31, 2026.

Option #2: Extend the term end date of seven CSWG members, Janel Robinson, Tiffany Martin, Micheala Denny, Amanda Leighty, Ashley Gilley, Melanie Andrade, and Kiosha Forston, to coincide with the extension of the contract through December 31, 2026.

Report and Discussion

Background:

This item seeks authorization to extend the County's contract with the Oasis Center for Women & Girls for administrative support of the Tallahassee – Leon County Commission on the Status of Women and Girls (CSWG) through December 31, 2026. The proposed three-month extension will provide additional time for the County, City of Tallahassee (City), and CSWG to develop and approve a revised charge and service delivery approach that complies with Senate Bill (SB) 1134 before the law takes effect on January 1, 2027. This item also recommends the extension of term end dates for seven CSWG members to coincide with the extension of the contract through December 31, 2026.

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

In 2010, the County adopted an Enabling Resolution establishing the Leon County Commission on the Status of Women and Girls to promote awareness of issues affecting women and girls in the community. Subsequently, in 2013, and again in 2015, the County and City Commissions adopted a joint Enabling Resolution establishing the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG). The Oasis Center for Women & Girls (Oasis), a local organization that provides programs and services addressing issues affecting women and girls, provides administrative support to the CSWG. The County and City each provide $68,750 annually for these services, for a combined annual funding amount of $137,500. Oasis also receives separate funding through the Community Human Services Partnership (CHSP) process for other specific programs and services.

Senate Bill 1134

On April 22, 2026, the Governor signed SB 1134, entitled Official Actions of Local Governments (Chapter 2026-43, Laws of Florida), which takes effect January 1, 2027. The legislation prohibits local governments from funding or promoting, directly or indirectly, or taking official action related to diversity, equity, and inclusion (DEI), as defined by the act. Local governments are also prohibited from adopting or enforcing ordinances, resolutions, rules, regulations, programs, or policies related to DEI.

SB 1134 defines "DEI" as any effort to: (1) manipulate or otherwise influence the composition of employees with reference to race, color, sex, ethnicity, gender identity, or sexual orientation, other than to ensure compliance with state and federal antidiscrimination laws; (2) promote or provide preferential treatment or special benefits to a person or group based on those characteristics; or (3) promote or adopt training, programming, or activities designed or implemented with reference to those categories. The definition does not include equal opportunity or equal employment opportunity materials designed to inform individuals about prohibitions against discrimination under state or federal law.

SB 1134 further provides that any existing local government ordinance, resolution, rule, regulation, program, or policy that conflicts with the act will be void as of January 1, 2027. Upon review by the County Attorney's Office, it has been determined that the current charge and

responsibility of the CSWG, as set forth under the joint Enabling Resolution, is in violation of SB 1134 and will be void January 1, 2027. Similarly, the County's current funding agreement with Oasis to provide administrative support for the CSWG in carrying out the charge established by the existing Enabling Resolution would be in violation of SB 1134.

In response, the County and the City are actively working with the CSWG to explore alternative service delivery options and develop a revised charge which complies with the restrictions established by SB 1134 while preserving opportunities to address community needs in a manner authorized by law. To support this effort, this item seeks authorization to extend the County's current contract with Oasis through December 31, 2026. The three-month extension of the contract, which is currently set to expire on September 30, 2026, will provide sufficient time for the CSWG to redevelop its charge and service delivery approach and receive the necessary approvals (County, City, and CSWG Board) prior to January 1, 2027. It is important to note that should voters approve the proposed property tax amendment in November, funding for this program will be evaluated as part of the broader financial and organizational restructuring process anticipated during the FY 2028 budget development cycle.

Proposed Term Extensions

This item also recommends the extension of term end dates for seven CSWG members to coincide with the extension of the contract through December 31, 2026. The terms of CSWG members Janel Robinson, Tiffany Martin, Micheala Denny, Amanda Leighty, Ashley Gilley, Melanie Andrade and Kiosha Forston are set to expire on September 30, 2026. These term extensions will provide CSWG the opportunity to focus on redeveloping its charge and service delivery approach prior to the January 1, 2027 deadline.

Analysis:

As detailed previously, SB 1134, which takes effect January 1st, prohibits local governments from funding or promoting, directly or indirectly, or taking official action related to diversity, equity, and inclusion (DEI). Local governments are also prohibited from adopting or enforcing ordinances, resolutions, rules, regulations, programs, or policies related to DEI. Any existing local government ordinance, resolution, rule, regulation, program, or policy that conflicts with the act will be void as of January 1, 2027. As defined under SB 1134, DEI, includes – in part – any effort to promote or provide preferential treatment or special benefits to a person or group based on that person's or group's sex or gender identity. Additionally, DEI is defined to include any effort to promote or adopt training, programing, or activities designed or implemented with reference to sex or gender identity.

As set forth under the Enabling Resolution, the CSWG currently serves as an advisory committee to the County and the City that has "as its goal the promotion of awareness on issues that affect women and girls in the community, including, but not limited to discrimination, disparate experiences of diverse women and girls, employment, education, services, health, economic security, access to justice, freedom from violence, and more" (Attachment #1). Upon review, the County Attorney's Office has determined that the CSWG's current charge and responsibilities, as established by the joint Enabling Resolution, is in violation of SB 1134 and will be void January

1, 2027. Specifically, the CSWG is established, authorized, and funded by the County and City to conduct activities focused on a population defined by sex—women and girls, which is one of the classifications expressly identified and prohibited under SB 1134. Accordingly, the CSWG cannot continue operating under its existing charge, to the extent it conflicts with SB 1134, upon the January 1st effective date of section 125.595, Florida Statutes.

As noted previously, the County is actively working with the CSWG to explore alternative service delivery options and develop a revised charge which complies with the restrictions established by SB 1134 while preserving opportunities to address community needs. To support this effort, this item seeks authorization to extend the County's current contract with Oasis through December 31, 2026. The three-month extension of the contract, which is currently set to expire on September 30, 2026, will provide sufficient time for the CSWG to redevelop its charge and service delivery approach, and receive the necessary approvals (County, City, and CSWG Board), prior to January 1, 2027. As of the publication of this agenda item, the proposed contract extension is anticipated to be considered by the City Commission at its September 23, 2026 meeting.

An update on these efforts will be brought back for consideration at the Board's December 8, 2026 meeting.

Options:

1. Authorize the County Administrator to execute a three-month extension of the County's contract for administrative and programming support provided to the CSWG through December 31, 2026.
2. Extend the term end dates of seven CSWG members, Janel Robinson, Tiffany Martin, Micheala Denny, Amanda Leighty, Ashley Gilley, Melanie Andrade and Kiosha Forston, to coincide with the extension of the contract through December 31, 2026.
3. Do not authorize the County Administrator to execute a three-month extension of the County's contract for administrative and programming support provided to the CSWG through December 31, 2026.
4. Board direction.

Recommendation:

Options #1 and #2

Attachment:

1. Joint Enabling Resolution Establishing the Tallahassee-Leon County Commission on the Status of Women and Girls

Leon County
Board of County Commissioners

Notes for Agenda Item #21

Leon County Board of County Commissioners

Agenda Item #21

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval to Submit an Application for a Community Development Block Grant - Disaster Recovery on behalf of Champions Ranch, Inc.

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Roshaunda Bradley, Director, Office of Management & Budget Mathieu Cavell, Director, Community Relations, Resilience and Innovation
Lead Staff / Project Team:	Georgette Daniels, Budget Manager Eryn Calabro, Principal Budget and Grants Coordinator

Statement of Issue:

This item seeks Board approval to submit a $21.8 million Community Development Block Grant - Disaster Recovery (CDBG-DR) application to FloridaCommerce, at no cost to the County, and to execute the agreements with Champions Ranch, Inc. (CRI), which would build and own a hardened, multi-use facility on its campus that would also serve as a dedicated special needs shelter. During emergencies, the Florida Department of Health in Leon County could operate the facility for residents who need medical support and as a regional shelter for surrounding Big Bend counties; between activations, Champions Ranch would provide youth and community recreation programs. The County would also enter into a Facilities Use Agreement with CRI to utilize the facilities at no cost for County-supported events.

Fiscal Impact:

This item has no fiscal impact but will require significant staff resources. CRI is requesting $21.8 million in CDBG-DR grant funds, with no local match required from the County or CRI. If approved, the County will serve as fiscal agent and submit an application for a CDBG-DR grant on behalf of CRI. Upon grant award, the County will be the Subrecipient of record responsible for all state and federal grant requirements, and CRI will serve as sub-subrecipient and maintain responsibility for project specific requirements.

Staff Recommendation:

Provided on the following page.

Staff Recommendation:

Option #1: Authorize the County Administrator to submit the CDBG-DR application to FloridaCommerce as applicant and Subrecipient of record for the special needs shelter project (Attachment #1).

Option #2: Authorize the County Administrator to execute the Pre-Application Agreement, and any modifications or amendments thereto, with Champions Ranch, Inc. (Attachment #2), subject to legal review and revision by the County Attorney and, if FloridaCommerce awards the grant, to negotiate and execute the Post-Award Sub-subrecipient Agreement, the Land Use Restriction Agreement, the Facility Use Agreement, and any related agreements, amendments, exhibits, and closing documents with Champions Ranch, Inc., consistent with the Key Terms in this item and the Pre-Application Agreement, subject to legal review and revision by the County Attorney. Any material deviation from the Key Terms will be brought back to the Board.

Option #3: Authorize the County Administrator to accept a CDBG-DR award for the project in an amount not to exceed $21.8 million and to execute the Subrecipient Agreement with FloridaCommerce, and any amendments, subject to legal review and revision by the County Attorney.

Report and Discussion

Background:

This item seeks Board approval to submit a $21.8 million CDBG-DR application to FloridaCommerce, at no cost to the County, and to execute the agreements with CRI, which would build and own a hardened, multi-use facility on its campus serving as a dedicated special needs shelter. During emergencies, the Florida Department of Health in Leon County could operate the facility for residents who need medical support and as a regional shelter for surrounding Big Bend counties; between activations, Champions Ranch would provide youth and community recreation programs. The County would also enter into a Facilities Use Agreement with CRI to utilize the facilities at no cost for County-supported events.

CRI is requesting that Leon County Government submit an application to FloridaCommerce for a CDBG-DR grant. FloridaCommerce requires that CRI partner with a Florida county or municipality to act as the grantee/subrecipient for the special needs shelter project. Leon County, as Subrecipient of record, will serve as fiscal agent, and CRI will serve as sub-subrecipient and maintain responsibility for project specific requirements. FloridaCommerce requires that Leon County and CRI execute both a pre-award and post-award agreement outlining responsibilities for application submission and project management.

Analysis:

Hurricane Idalia (August 2023), Hurricane Debby (August 2024), Hurricane Helene (September 2024), and Hurricane Milton (October 2024) devastated the state of Florida. Each of these storms made landfall on Florida's Gulf Coast, bringing strong winds, heavy rainfall, and severe flooding to many parts of the state; the North Florida Tornadoes (May 2024) brought severe weather, including at least four tornadoes, to the Big Bend area (collectively, all referred to as the 2023 and 2024 Storms).

The United States Department of Housing and Urban Development (HUD) announced that the state of Florida would receive CDBG-DR funding to support long-term resiliency and mitigation efforts following the 2023 and 2024 Storms. FloridaCommerce is the Governor-designated state agency responsible for administering these funds. Working with Florida's impacted communities, FloridaCommerce's Office of Long-Term Resiliency (OLTR) administers the grant funding. The Rebuild Florida Infrastructure Repair Program (IRP) is designed to fund infrastructure restoration and improvement projects in communities impacted by the 2023 and 2024 Storms. IRP has a dedicated total allocation of $400 million in CDBG-DR funding.

The state has identified a shortfall in the number of up-to-date and new emergency shelters throughout the state. FloridaCommerce has identified funding still available through the IRP that can be applied to support the building of a special needs shelter in Leon County. The proposed building project with CRI meets a specific need as identified by the state. With direction from FloridaCommerce, CRI was advised that a local government partner is required to serve as fiscal agent and Subrecipient of record for the receipt of any federal grant funds.

On July 17, 2026, the County met with members associated with CRI and FloridaCommerce to discuss the County serving as fiscal agent for a CDBG-DR grant application. The proposed project will include the construction of a building that will serve, when needed, as an additional special needs shelter which meets the State's need to expand the number of special needs shelters. CRI has proposed a 30,000 square foot building that will function as a large special needs shelter during an emergency activation.

Special Needs Shelter Requirements:

Special needs shelters serve residents who need medical support during an emergency, such as power for medical equipment or help with daily care. The Florida Department of Health in Leon County (DOH-Leon) operates these shelters; the County designates and activates them and provides logistical support. There is currently no dedicated special needs shelter in Leon County; DOH-Leon operates the existing shelter in borrowed school space that is available only until classes resume. A purpose-built, wind-hardened shelter with permanent emergency power would give DOH-Leon a dedicated facility to operate and the County a designated shelter to activate, and, because Leon County serves as the regional hub for surrounding counties during evacuations and State missions, it would expand special needs shelter capacity for the entire Big Bend region.

Project Description:

CRI is requesting a budget of $21.8 million through CDBG-DR grant funds with no local match. The project will include the design and construction of a special needs shelter located at 5601 Capital Circle Southeast, Tallahassee, Florida. The project includes engineering design and construction of a 30,000-square-foot-facility that, upon emergency activation, will serve as a wind-hardened special needs shelter, include a permanent emergency generator and central utility plant, and provide facility parking with dedicated pedestrian and vehicular ingress/egress.

Pre-Application Agreement between Leon County and Champions Ranch, Inc.:

Under the proposed Pre-Application Agreement, the County would serve as applicant, Subrecipient of record, and fiscal agent, performing the functions the program assigns to the subrecipient: certifying the application, conducting the federal environmental review as the Responsible Entity, reviewing solicitations before release and award, reimbursing CRI, submitting to FloridaCommerce, and reporting and audit. FloridaCommerce has confirmed in writing that no additional County functions are required.

CRI, as sub-subrecipient and owner of the facility, would conduct the procurement under the County's purchasing policy, hold the construction contract, pay its contractors, and prepare compliance documentation for County review and reimbursement within 30 days. CRI would be responsible for any cost overruns or unauthorized costs. CRI would record a 30-year land use restriction keeping the facility eligible as a special needs shelter. CRI facilities would also be available to the County at no rental charge for community use under a Facilities Use Agreement. These terms would be carried into a post-award agreement between the County and CRI and into the County's Subrecipient Agreement with FloridaCommerce.

Grant Application:

As a result of funding being identified through the CDBG-DR funds, this application is considered an out-of-cycle grant application and while there is no specific deadline, a CDBG-DR grant application must be submitted consistent with all CDBG-DR grant requirements. This requires a 14-day public comment period that is advertised through the Democrat and also on the County's and CRI's websites. A draft version of the application will be posted on both websites for feedback and comments. Once the public comment period is complete, the County and CRI will review and address any comments prior to submitting the final application to FloridaCommerce.

If awarded, an agenda item will be brought back to the Board seeking approval of a budget amendment to accept the federal pass-through reimbursement grant.

Options:

1. Authorize the County Administrator to submit the CDBG-DR application to FloridaCommerce as applicant and Subrecipient of record for the special needs shelter project (Attachment #1).
2. Authorize the County Administrator to execute the Pre-Application Agreement, and any modifications or amendments thereto, with Champions Ranch, Inc. (Attachment #2), subject to legal review and revision by the County Attorney and, if FloridaCommerce awards the grant, to negotiate and execute the Post-Award Sub-subrecipient Agreement, the Land Use Restriction Agreement, the Facility Use Agreement, and any related agreements, amendments, exhibits, and closing documents with Champions Ranch, Inc., consistent with the Key Terms in this item and the Pre-Application Agreement, subject to legal review and revision by the County Attorney. Any material deviation from the Key Terms will be brought back to the Board.
3. Authorize the County Administrator to accept a CDBG-DR award for the project in an amount not to exceed $21.8 million and to execute the Subrecipient Agreement with FloridaCommerce, and any amendments, subject to legal review and revision by the County Attorney.
4. Do not authorize the application or the agreements.
5. Board direction.

Recommendation:

Options #1, #2 and #3

Attachments:

1. CDBG-DR Draft Grant Application
2. DRAFT Pre-Application Agreement between Champions Ranch, Inc. and Leon County, Florida

FLORIDACOMMERCE

Division of Community Development

Office of Long-Term Resiliency (OLTR)

REBUILD FLORIDA
INFRASTRUCTURE REPAIR PROGRAM (IRP)
APPLICATION

GENERAL INFORMATION

Local Government Applicant Name:	Leon County, Florida
Official Project Title:	Champions Ranch – Special Needs Shelter
Unique Entity Identifier (UEI):	MMVSQVGLSK98
Federal Employer Identification Number (FEIN):	59-6000708

Application Preparer: (This is the city/town/county employee that FloridaCommerce will contact regarding any question within your submitted application.)

First and Last Name:	**Eryn Calabro**
Title:	**Principal Budget & Grants Coordinator**
Mailing street address:	**301 South Monroe Street, Suite 202**
City:	**Tallahassee**
State:	**Florida**
Zip:	**32301**
Phone Number:	**850-606-5112**
Email Address:	**CalabroE@leoncountyfl.gov**

Local project manager/lead contact: (This is the person who will lead the project locally.)

First and Last Name:	**Tonja Ward, Champions Ranch**
Title:	**Co-Founder & Board Member**
Mailing street address:	**3551 Blairstone Road #105-93**
City:	**Tallahassee**
State:	**Florida**
Zip:	**32301**
Phone Number:	**713-965-3955**
Email Address:	**tonjahward@gmail.com**

DRAFT

FLORIDACOMMERCE

Division of Community Development

Office of Long-Term Resiliency (OLTR)

Location of Proposed Project

Street Address:	**5601 Capital Circle SE**
City:	**Tallahassee**
State:	**Florida**
Zip:	**32311**

Please select which qualifying county this project is located in:

HUD MIDs

- ☐ Charlotte
- ☐ Citrus
- ☐ Collier
- ☐ Columbia
- ☐ DeSoto
- ☐ Dixie
- ☐ Duval
- ☐ Hamilton
- ☐ Hernando
- ☐ Highlands
- ☐ Indian River
- ☐ Lafayette
- ☐ Lake
- ☒ Leon
- ☐ Levy
- ☐ Madison
- ☐ Polk
- ☐ Seminole
- ☐ St. Lucie
- ☐ Sumter
- ☐ Suwannee
- ☐ Taylor

State MIDs

- ☐ Alachua
- ☐ Baker
- ☐ Bradford
- ☐ Brevard
- ☐ Clay
- ☐ Flagler
- ☐ Franklin
- ☐ Gadsden
- ☐ Gilchrist
- ☐ Glades
- ☐ Gulf
- ☐ Hardee
- ☐ Hendry
- ☐ Jefferson
- ☐ Liberty
- ☐ Marion
- ☐ Martin
- ☐ Nassau
- ☐ Okeechobee
- ☐ Osceola
- ☐ Palm Beach
- ☐ Putnam
- ☐ St. Johns
- ☐ Union
- ☐ Wakulla

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Division of Community Development

Office of Long-Term Resiliency (OLTR)

Does the proposed project exist within a fiscally constrained county (per S. 218.67(1) F.S.)?

☐Yes ☒No

If "Yes," please select which fiscally constrained county:

☐ Baker (State)	☐ Gulf (State)	☐ Madison (HUD)
☐ Bradford (State)	☐ Hamilton (HUD)	☐ Okeechobee (State)
☐Columbia (HUD)	☐ Hardee (State)	☐ Putnam (State)
☐ DeSoto (HUD)	☐ Hendry (State)	☐ Suwannee (HUD)
☐ Dixie (HUD)	☐ Highlands (HUD)	☐ Taylor (HUD)
☐ Franklin (State)	☐ Jefferson (State)	☐ Union (State)
☐ Gadsden (State)	☐ Lafayette (HUD)	☐ Wakulla (State)
☐ Gilchrist (State)	☐ Levy (HUD)	
☐ Glades (State)	☐ Liberty (State)	

Please select the number of FEMA IA Categories A-G (to include IA/PA) Declarations your community received for storms occurring within the applicable 2023-2024 allocation period:

☐ One (1) ☒ Two (2) ☐Three (3) ☐ Four (4) ☐ Five (5)

Please select the number of FEMA PA Declarations your community received for storms occurring within the applicable 2023-2024 allocation period:

☐ One (1) ☒ Two (2) ☐Three (3) ☐ Four (4) ☐ Five (5)

Does the project applicant qualify as a Rural Development Initiative (REDI) Eligible County and/or Community (per S. 288.0656(6)(b) F.S.)?

☐Yes ☒No

If "Yes," please select the applicable REDI designation(s):

☐ Northwest Rural Areas of Opportunity (NW RAO)

☐ South Central Rural Areas of Opportunity (SC RAO)

☐North Central Rural Areas of Opportunity (NC RAO)

☐ Economically Distressed Rural Counties (EDRC)

☐ Designated Rural Communities Located in an Urban County (DRCLUC)

DRAFT

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Division of Community Development

Office of Long-Term Resiliency (OLTR)

Does the project applicant qualify as an Area of State Critical Concern (ASCC) Eligible County and/or Community (per S. 380.05 F.S.)?

☐Yes ☒No

If "Yes," please select the applicable ASCC designation(s):

☐ Big Cypress Area (Collier)

☐ Green Swamp Area (Polk and Lake)

☐ Apalachicola Bay Area (Franklin)

☐ Brevard Barrier Island Area (Brevard and Indian River)

FUNDING REQUEST

Type of Funding Sought:

☐ Infrastructure Activities (Storm Tie-Back)

☒ Mitigation Activities (No Storm Tie-Back)

☐ Infrastructure Activities with Mitigation Measures (Storm Tie-Back with Hardening and Resiliency)

If the Infrastructure funding sought incorporates mitigation measures, can the infrastructure project be completed without additional funding for the mitigation measures?

☐ Yes ☐ No ☐ N/A

Total Infrastructure Funds Requested (Storm Tie-Back)	
Total Mitigation Funds Requested (No Storm Tie-Back)	$21,860,158
Other Funding/Local Leverage (Attributed to the project)	
Total Project Budget (100% - Requested and Leverage)	$21,860,158

If Other Funding has been secured, select the source of the leveraged funds (select all that apply).

☐FEMA (non-HMGP) ☐State Funds

☐Local Match ☐Private Funds

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Office of Long-Term Resiliency (OLTR)

☐Other: _____

[***Attach***] supporting documentation for source of leveraged funds.

Is the local government covered by the National Flood Insurance Program (NFIP)?

☒Yes ☐No

If you do not participate in the NFIP, will you participate in the program prior to the announcement of the Intent to Award?

☐Yes ☐No

NATIONAL OBJECTIVE

How was the LMI data obtained for this project?

☐Census Block Data (*preferred*) ☐Survey Data (*Responses and Worksheet* ***MUST BE PROVIDED***)

Total service area population served:	**See Text Box Below**
Total LMI population served:	**See Text Box Below**
Total Low- Income citizens served:	**See Text Box Below**
Total Moderate- Income citizens served:	**See Text Box Below**
Total LMI percentage (%):	**See Text Box Below**
Percentage of Total UGLG Population to be Served by this project:	**See Text Box Below**

If your project LMI is below 51% Low-Moderate Income Data (LMID) for the Area of Benefit (*based on 2016-2020 ACS*), please select the applicable criteria to qualify your project under the "Urgent Need" National Objective and provide a written justification on how this project qualifies to participate in the IRP.

☐ The existing conditions must pose a serious and immediate threat to the health or welfare of the community.

☐ The existing conditions are of recent origin or recently became urgent (generally, within the past 18 months).

☐ The grantee is unable to finance the activity on its own.

☐ Other sources of funding are ***not*** available.

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Office of Long-Term Resiliency (OLTR)

National Objective Qualification
The Champions Ranch Special Needs Shelter meets the Low- and Moderate-Income (LMI) Limited Clientele national objective. Because the facility is designed as a 100% special needs shelter — with no general population beds — the project exceeds HUD's 51% threshold for Limited Clientele by design.

Limited Clientele
HUD guidance establishes that a facility qualifies under the Limited Clientele objective when more than 51% of beneficiaries are members of a presumed LMI group — a category that includes elderly persons and severely disabled adults. The Champions Ranch Special Needs Shelter is purpose-built exclusively for this population. Per the current Program Diagram, the facility provides:

144 shelter spaces in the first Special Needs shelter wing (8,934 SF)
144 shelter spaces in the second Special Needs shelter wing (8,939 SF)
288 total shelter spaces, 100% dedicated to special needs evacuees

Program Consistency and National Objectives
The Champions Ranch Special Needs Shelter advances CDBG-DR and Housing and Community Development Act goals by directly benefiting a presumed-LMI population through a facility dedicated entirely to their sheltering needs, addressing the special needs shelter deficit documented in FDEM's 2025 Statewide Emergency Shelter Plan.

Total Sheltering Capacity**: **288
***Total of LMC Beneficiaries**: 288*
***LMC Percentage**: 100%*
***Non-LMC Beneficiaries**: 0*

ELIGIBLE ACTIVITIES

Please select which CDBG-DR eligible Infrastructure activity that best describes your proposed program or project:

☐ Restoration or improvements of Infrastructure damaged by a qualifying 2023 and/or 2024 storm (such as water and sewer facilities, streets, removal of debris, bridges, etc.).

☐ Demolition and rehabilitation of publicly- or privately-owned commercial or industrial buildings.

☐ Renourishment of protective coastal dunes systems and state beaches.

☐ Repairs to damaged buildings that are essential to the health, safety, and welfare of a community when repairs to these buildings constitute an urgent need (this may include police stations, fire stations,

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Office of Long-Term Resiliency (OLTR)

parks and recreational centers, community and senior centers, hospitals, clinics, schools and educational facilities and other public properties, including properties serving as emergency shelters).

☐ Repairs to water lines and systems, sewer lines and systems, drainage, and flood mitigation systems.

☐ Natural or green infrastructure.

☐ Communications infrastructure.

☐ Acquisition with or without relocation assistance.

☐ Other: _____

Please select which CDBG-DR eligible Mitigation activity that best describes your proposed program or project:

☐ Development of mitigation standards, regulations, policies, and programs.

☒ Adherence to FEMA code+, statewide building code, and floodplain management regulations.

☐ Dam safety programs, seawalls, and levee systems; enlarge a dam or levee beyond the original footprint of the structure that existed prior to the disaster event, after obtaining pre-approval from HUD and any federal agencies that HUD determines are necessary based on their involvement or potential involvement with the levee or dam.

☐ Acquisition of flood prone and environmentally sensitive lands.

☐ Retrofitting/hardening/elevating structures and critical facilities.

☐ Relocation of structures, infrastructure, and facilities out of vulnerable areas; permanent relocation of public facilities located in high-risk areas, appropriate relocation assistance and rebuilding in low-risk areas within the neighborhood or areas of opportunity.

☐ Public awareness/education campaigns.

☐ Improvement of warning and evacuation systems.

☐ Other: _____

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Office of Long-Term Resiliency (OLTR)

PROJECT DESCRIPTION

If you are seeking funding only through an eligible Infrastructure Activity (Storm Tie-Back), write an overview/summary of the infrastructure project being proposed.

Please include the following:

1. Project purpose.
2. How the work will be completed.
3. The team responsible for completing the work.
4. Method(s) used to determine funding requested.
5. Anticipated outcomes.
6. How the project will be maintained after it is completed.

*Please note if property acquisition is required and if the applicant possesses the necessary jurisdiction/site control to complete the project activities.

N/A

If you are seeking funding only through an eligible Mitigation Activity (No Storm Tie-Back), write an overview/summary of the mitigation project being proposed.

Please include the following:

1. Project purposed.
2. How the work will be completed.
3. The team responsible for completing the work.
4. Method(s) used to determine funding requested.
5. Anticipated outcomes.
6. How the project will be maintained after it is completed.

*Please note if property acquisition is required and if the applicant possesses the necessary jurisdiction/site control to complete the project activities.

Project Purpose

The Leon County Board of County Commissioners, in support of Champions Ranch, Inc, is applying for funding for the Champions Ranch – Special Needs Emergency Shelter. The proposed project will include a +/- 29,475 square foot emergency shelter, built in accordance with Least Risk Decision Making (LRDM) Prescriptive Measures, in addition to American Red Cross – Hurricane Evacuation Shelter Selection Standards (ARC-HESSS). By incorporating such construction standards, it is the intent of the applicant to receive official shelter designation/certification from the Florida Division of Emergency Management (FDEM).

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Office of Long-Term Resiliency (OLTR)

How the Work Will Be Completed

The Champions Ranch – Special Needs Shelter will be constructed on a 112 acres site, owned by Champions Ranch, Inc., located off Capital Circle Southeast near Woodville Highway, Tallahassee, FL. Activities to be conducted include:

1) *Engineering design and construction of a 29,475 sq. ft. hardened special needs shelter, providing 288 total special needs shelter spaces across two dedicated shelter wings (144 spaces each), along with administrative, cafeteria, control desk, laundry, and restroom support space;*
2) *Construction of a Generator/Central Utility Plant (CUP), providing permanent backup power to the facility;*
3) *Purchase and installation of a permanent emergency generator;*
4) *Construction of facility parking, including 143 new parking spaces (4 accessible) in addition to 95 existing spaces (4 accessible) already on-site, for a combined 238 spaces to support both routine and emergency staging and food distribution use; and*
5) *Dedicated pedestrian and vehicular ingress/egress from Capital Circle SE, supporting rapid evacuation and shelter access.*

Team Responsible for the Work

The project will be facilitated by the Leon County Board of County Commissioners, in support of Champions Ranch, Inc. The Champions Ranch, Inc. owns and maintains the property where this critical facility is to be located and will retain ownership of the facility upon completion of the projects. A Memorandum of Understanding (MOU) is in place between The Champions Ranch Inc., and the Leon County Board of County Commissioners which specifies that the Champions Ranch – Special Needs Emergency Shelter will be made available to the Leon County Board of County Commissioners and the Leon County Division of Emergency Management whenever a pending disaster warrants official activation.

Funding Methodology

As part of conceptual phase planning, Champions Ranch, Inc., at its own expense, worked with architects and engineers to provide structural renderings, preliminary specifications, and completion of an initial project cost estimate. While conceptual/preliminary design work has been completed, additional funding (CDBG-DR) will be required to complete the comprehensive technical designs and specifications, which will incorporate the required design elements for LRDM and ARC-HESSS compliance.

Preliminary cost estimate for the design and construction of the 29,475 SF hardened facility is ***$21,860,158****.*

Engineering Design and Construction Engineering and Inspection (CEI) Fees	*$ 2,673,470*
NEPA Review Preparation	*$ 25,000*
Construction (incl. insurance, bonds, and contingency)	*$ 19,161,688*

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Office of Long-Term Resiliency (OLTR)

TOTAL	***$ 21,860,158***

Anticipated Outcomes

1) *Provide a safe and accommodating sheltering option for persons with special needs, to also include their caregivers.*
2) *Address a multi-county special needs sheltering deficit (Gadsden, Jefferson, Leon, Taylor, and Wakulla Counties).*
3) *Reduce reliance on local schools as temporary shelters, allowing a more timely return to normalcy in a post-disaster environment*

Project Maintenance After Completion

Champions Ranch, Inc. will own and operate the Champions Ranch – Special Needs Emergency Shelter and bear full responsibility, fiscally and functionally, for the maintenance and upkeep of the facility. Furthermore, it will be the responsibility of Champions Ranch, Inc. to maintain official shelter designation/certification with the Florida Division of Emergency Management (FDEM).

If you are seeking funding only through an eligible Infrastructure project with Mitigation Measures (Storm Tie-Back and Hardening and Resiliency), write an overview/summary of the mitigation project being proposed.

Please include the following:

1. Project purpose.
2. How the work will be completed.
3. The team responsible for completing the work.
4. Method(s) used to determine funding requested.
5. Anticipated outcomes.
6. How the project will be maintained after it is completed.

***Please note if property acquisition is required and if the applicant possesses the necessary jurisdiction/site control to complete the project activities.**

N/A

DAMAGE SUMMARY

Write an overview/summary of infrastructure damaged by a qualifying 2023 and/or 2024 storm, specific to this project.

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Office of Long-Term Resiliency (OLTR)

N/A

UNMET NEED

Describe how the proposed activity will address an Unmet Need tied to the impact of damage from the disaster (Note: All CDBG-DR activities must clearly address an impact of the disaster).

The storms of 2023 and 2024 — Hurricanes Idalia, Debby, Helene, Milton, and 2024 North Florida Tornadoes — repeatedly exposed a severe and unresolved special needs sheltering deficit across the Big Bend region, including Gadsden, Jefferson, Leon, Taylor, and Wakulla Counties. Leon County's shelter system, built entirely on repurposed public schools, has absorbed this regional burden without a facility designed for the task.

Storm Impacts on Shelter Infrastructure

- ***Generator failure during activation:*** *During Hurricane Idalia (August 30, 2023), the shelter at Lincoln High School lost power when its generator failed — a direct, documented failure of the region's reliance on non-purpose-built facilities.*
- ***Regional displacement:*** *With Taylor, Franklin, and Wakulla Counties lacking shelter capacity of their own, Idalia sent evacuees traveling hours to Tallahassee, filling seven shelters and pushing roughly 500 residents into county facilities never designed for sustained sheltering.*
- ***Repeated activations, cumulative strain:*** *Hurricane Debby (August 2024) downed 102 trees and 51 power lines, cut power to more than 55,000 customers, and forced the County to open six additional evacuation centers. Hurricane Helene (September 2024) made landfall in neighboring Taylor County as a Category 4 storm, knocked out power to roughly 80% of Tallahassee, and drove 1,652 evacuees and staff into Leon County's school shelters, including the special needs shelter operating out of Leon High School. Hurricane Milton (October 2024) followed weeks later, capping four major activations in roughly fourteen months.*
- ***Special-needs shortfalls:*** *Across each event, medically and electrically dependent residents were sheltered in classrooms and hallways of facilities with no dedicated medical bay, no backup power beyond a single generator, and no design accommodation for special needs populations.*

Documented Unmet Need

The Florida Division of Emergency Management's 2025 Statewide Emergency Shelter Plan confirms a continuing statewide Special Needs Shelter (SpNS) deficit — 7,487 spaces short of demand in 2025 — with the number of counties facing an SpNS deficit having increased since 2024. This gap is borne out locally: the Statewide Special Needs Registry currently lists 941 Leon County residents who depend on electricity for medical devices or require nursing-level care, more than double the 430 registrants recorded in 2011. These storm impacts were not resolved by FEMA programs or temporary repairs,

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Office of Long-Term Resiliency (OLTR)

which restored only short-term functionality; the underlying shelter deficit remains unaddressed with each new storm season.

How the Proposed Project Addresses This Need
The Champions Ranch Special Needs Emergency Shelter will directly close this gap by providing a hardened, purpose-built facility with:

- ***288 total special needs shelter spaces** (144 in each of two shelter wings), 100% dedicated to special needs sheltering.*
- *A built-in medical support component — Sick Bay, Medical Bay, and Red Cross station — with the final allocation of dedicated space and medical special needs beds versus non-medical special needs beds to be determined in coordination with Leon County and the Florida Department of Health following award.*
- *A permanent Generator/Central Utility Plant (1,573 SF) providing the standby power the region's current school-based shelters lack — directly addressing the point-of-failure that caused Lincoln High School's generator to fail during Hurricane Idalia.*
- *Dedicated electrical and fire riser rooms, a control desk, cafeteria, laundry, and administrative space supporting sustained, self-sufficient shelter operations.*
- *Construction to Least Risk Decision Making (LRDM) and American Red Cross ARC-HESSS standards, on a 112-acre site confirmed outside both a storm surge zone and a FEMA floodplain.*

Protection of Vulnerable Populations
By replacing the region's current reliance on repurposed schools and a single point-of-failure generator with a hardened, purpose-built facility, Champions Ranch directly addresses the unmet life-safety need repeatedly exposed by the 2023–2024 storm sequence — ensuring that the Big Bend Region's most medically vulnerable residents are not again left without safe, powered shelter during the next major storm.

BUDGET, ACTIVITY WORK PLAN, DUPLICATION OF BENEFITS

Budget, AWP, and DOB Template

[***Attach - Fillable Form***] Budget, Activity Work Plan, and Duplication of Benefits Worksheet.

[***Attach***] Quotes/Estimates used to determine funding request.

SUPPORTING DOCUMENTS

[***Attach***] Map clearly showing Project Location and/or Service Area.

[***Attach***] Most Recent Flood Plain Map.

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Office of Long-Term Resiliency (OLTR)

PRE-EXISTING DESIGN(S)

Does the applicant possess a 100% architectural/engineering design(s) for this projects that are signed and stamped by a licensed architect/engineer?

☐ Yes ☒ No

If "Yes," please [*Attach*].

PICTURES

Attach either up to ten (10) photos of the service area or any other relevant photos for the scoring team to review regarding the program or project.

Picture(s) [***Leon County Storm Impacts***]

CITIZEN PARTICIPATION/PUBLIC NOTICE

All applicants must conduct a public hearing or public comment period, notifying their citizens of their intent to seek CDBG-DR funding. In order to satisfy this requirement, please provide documentation for one of the two methods below.

Public Hearing

Date of Hearing Notice:	
Date of 1st Public Hearing:	

Documentation of Public Hearing Notice [*Upload*]

Documentation of 1st Public Hearing

- ☐ Public Hearing Meeting Minutes [***Upload***]
- ☐ Public Hearing Certification [***Upload***]
- ☐ Citizen Participation Plan [***Upload***]
- ☐ Citizen Complaint Policy [***Upload***]
- ☐ Citizen Complaints from Public Hearing [***Upload***]

Public Comment Period

Date of Public Notice:	**10/14/26**
Public Comment Start Date:	**10/14/26**
Public Comment End Date:	**10/28/26**

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Office of Long-Term Resiliency (OLTR)

Documentation of Public Notice [*Upload*]

- ☐ Public Notice Certification [*Upload*]
- ☒ Citizen Participation Plan [*Upload*]
- ☒ Citizen Complaint Policy [*Upload*]
- ☐ Citizen Complaints from Public Comments [*Upload*]

CERTIFICATION AND SIGNATURE

As authorized Executive Officer, I certify that staff, contractors, vendors, and community partners of the CDBG-DR initiative:

A. **Will comply with all HUD and Florida requirements in the administration of the proposed CDBG-DR funded activities;**
B. **Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG-DR program(s) and/or project(s) and;**
C. **Certify that all information submitted in this Application is true and accurate.**

X *SIGN HERE*

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PRE-APPLICATION AGREEMENT

THIS PRE-APPLICATION AGREEMENT ("Agreement"), by and between **LEON COUNTY, FLORIDA,** a charter county and a political subdivision of the State of Florida, herein ("County"), and **CHAMPIONS RANCH, INC.,** a Florida not-for-profit corporation, herein ("Sub-subrecipient"), (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:

RECITALS

WHEREAS, Pursuant to Public Law 118-158 (the Disaster Relief Supplemental Appropriations Act, 2025) and the Federal Register Notice dated January 8, 2025, at Federal Register Volume 90, No. 5, ("the Universal Notice"), the U.S. Department of Housing and Urban Development ("HUD") has allocated Community Development Block Grant – Disaster Recovery ("CDBG-DR") funds to the State of Florida for disasters occurring in 2023 and 2024, administered by the Florida Department of Commerce ("FloridaCommerce"); the CDBG-DR-funded program administered by FloridaCommerce under which the Application (defined below) is submitted — presently anticipated to be the Rebuild Florida Infrastructure Repair Program ("Program"); and

WHEREAS, Sub-subrecipient owns approximately 112-acres located at 5601 Capital Circle Southeast, Tallahassee, Florida (Leon County Parcel ID 3129200040000) within the municipal limits of the City of Tallahassee ("Premises"), on which Sub-subrecipient intends to develop a sporting complex campus ("Champions Ranch");

WHEREAS, Sub-subrecipient intends to develop Champions Ranch in multiple phases, and specifically, Sub-subrecipient will construct a _____ for _____ using CDBG-DR Funds (defined below);

WHEREAS, the County is responsible for emergency management and shelter coordination within Leon County pursuant to Chapter 252, Florida Statutes, and special needs shelters are staffed and medically managed by the Florida Department of Health pursuant to Section 381.0303, Florida Statutes; and

WHEREAS, Leon County and the surrounding counties of Florida Division of Emergency Management Region 2 (Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Liberty and Wakulla) have a need for additional special needs shelter capacity; and

WHEREAS, Sub-subrecipient and FloridaCommerce have engaged in preliminary discussions regarding potential CDBG-DR and specifically Program funding to support construction of _____ which will be utilized as a special needs emergency shelter facility (the "Project") at Sub-subrecipient's Champions Ranch on the Premises, and FloridaCommerce requires that an eligible unit of local government serve as Program applicant and sole signatory, as FloridaCommerce has confirmed in writing;

WHEREAS, upon receiving CDBG-DR Funds for construction of the Project, Sub-subrecipient intends and agrees to utilize the insert (Facility, as defined below) as a special needs emergency shelter for residents of Leon County and surrounding counties pursuant to Section 381.0303, Florida Statutes; and

WHEREAS, on October 13, 2026, the Board of County Commissioners for Leon County, Florida (the "Board") approved the County's assistance to the Project by serving as applicant for Program funds, and authorized entering into this Agreement subject to the conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants herein, and intending to define the Parties' roles for the application phase only, the Parties agree as follows.

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AGREEMENT BETWEEN LEON COUNTY, FLORIDA AND CHAMPIONS RANCH, INC.

1. RECITALS

The Recitals to this Agreement are incorporated herein and made a part hereof as if fully set forth below.

2. PURPOSE; NATURE OF AGREEMENT

2.1 Purpose. This Agreement defines the Parties' respective roles, responsibilities and conditions for pursuing an application to FloridaCommerce for Program funds for the Project (the "Application").

2.2 Nature. This Agreement is not a grant agreement, subrecipient agreement, development agreement, lease, or commitment of County funds. No provision of this Agreement shall be construed to commit the County to submit the Application, accept an award, or expend County funds, and no debt or obligation of the County is created herein. However, if the County submits the Application and accepts an award, the Parties will negotiate and execute the agreements listed in Section 28 consistent with this Agreement.

2.3 Funding. "CDBG-DR Funds" means the CDBG-DR funds for which the County applies to FloridaCommerce under the Program and, if awarded, subawards to Sub-subrecipient for the Project. The performance of the 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 Agreement.

2.4 Definitions. Capitalized terms have the meanings given where first defined in this Agreement, and:

a. "Special Needs Shelter" means a special needs shelter under Section 381.0303, Florida Statutes;

b. "DOH-Leon" means the Florida Department of Health in Leon County;

c. "Designation" and "Activation" have the meanings given in Section 11.1 of this Agreement;

d. "Shelter Standards" has the meaning given in Section 11.5 of this Agreement;

e. "Authority to Use Grant Funds" means FloridaCommerce's written authorization to use CDBG-DR Funds upon completion of the environmental review under 24 CFR Part 58;

f. "Reimbursement Request" means Sub-subrecipient's request for payment of CDBG-DR Funds accompanied by the contractor's pay application, the architect/engineer's certification, the construction engineering and inspection ("CEI") firm's verification, lien releases, certified payrolls, Sub-subrecipient's proof of payment, the certification required by Section 35.5, and any other documentation FloridaCommerce or the Post-Award Sub-subrecipient Agreement requires; and

g. "Post-Award Sub-subrecipient Agreement" has the meaning given in Section 4.3(b).

3. SUBJECT PREMISES

3.1 Sub-subrecipient owns approximately 112-acres located at 5601 Capital Circle Southeast, Tallahassee, Florida (Leon County Parcel ID 3129200040000) within the municipal limits of the City of Tallahassee ("Premises"), on which Sub-subrecipient intends to develop a sporting complex campus ("Champions Ranch").

3.2 The specific location of the facility, which includes the structure that is intended to be constructed using the CDBG-DR Funds, parking lots surrounding the structure and adjacent thereto, is further described as set forth in Exhibit A ("Facility"). The Parties shall attach and agree to Exhibit A before the Application is submitted.

4. ROLES AND RESPONSIBILITIES

4.1 The Parties agree to carry out the respective obligations as outlined below and as will be identified throughout this Agreement.

4.2 The Sub-subrecipient Responsibilities. The Sub-subrecipient agrees to the following responsibilities:

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a. Prepare, for County review and submission, the Application for CDBG-DR Funds under the Program, as further described in Section 7.
b. Upon CDBG-DR Funds awarded to the County, enter into a Post-Award Sub-subrecipient Agreement with the County which:
    1. Complies with all federal and state regulations and requirements relating to such an award, including but not limited to the following:
        A. 24 C.F.R. § 570, et seq.;
        B. 2 C.F.R. § 200, et seq.;
        C. Universal Notice;
        D. Rebuild Florida Infrastructure Repair Program Guidelines;
        E. State of Florida Action Plan for the 2023 and 2024 Storms;
        F. Program income requirements, if applicable; and
        G. The terms of the CDBG-DR award agreement between FloridaCommerce and the County.
        H. The above list is not exhaustive. The County reserves the right to amend and/or supplement the list of applicable regulations that must be complied with and included in the Post-Award Sub-subrecipient Agreement.
    2. Includes a continuing Eligible Use and repayment provision as set forth in Section 27, below.
c. Provide proof of clear title and ownership of the Premises, including copies of all title work and title policy for County review and approval.
d. Upon CDBG-DR Funds awarded to the County, the Sub-subrecipient will utilize the CDBG-DR Funds to construct the Facility that will serve as a special needs emergency shelter (utilize for the Eligible Use as defined below), and retain ownership of the Facility.
e. Provide a Land Use Restriction Agreement ("LURA") encumbering the Facility only, for thirty (30) years, requiring the Eligible Use (defined in Section 5, of this Agreement) that runs with the land and will be effective against any and all subsequent owners and purchasers.
f. Provide a non-exclusive ingress and egress easement in favor of the County, for use by the County, DOH-Leon and the State, and the public for access to the Facility for readiness activities and Activation, with no County maintenance obligation.
g. Upon completion of construction of the Facility and a Certificate of Occupancy is issued, the Sub-subrecipient will enter into an agreement with DOH-Leon, facilitated by the County, governing the use and operation of the Facility as a Special Needs Shelter ("Operations Agreement"), for use as the Eligible Use, as defined below and in the Post-Award Sub-subrecipient Agreement.

4.3 <u>The County agrees to the following:</u>

a. Subject to Section 2.2, review the Application, require revisions acceptable to the County, conduct citizen participation as required by the Program, and, if the County so elects, submit the Application to FloridaCommerce, as further discussed in "Application Roles," Section 7, below.
b. If the County accepts an award of CDBG-DR Funds, enter into an agreement with the Sub-subrecipient with terms as outlined herein ("Post-Award Sub-subrecipient Agreement"). Under the Post-Award Sub-subrecipient Agreement, the County will serve as the Fiscal Agent (as described in Section 30) and as the SAM.gov-registered Subrecipient of record, and will otherwise serve as a pass-through entity under 2 C.F.R. 200.332.

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c. During the application phase, the County will engage DOH-Leon and the Florida Division of Emergency Management regarding operation of the Facility as a Special Needs Shelter, and will facilitate the Operations Agreement between DOH-Leon and Sub-subrecipient.

5. ELIGIBLE USE

The Sub-subrecipient will use the CDBG-DR Funds, once awarded from the State to the County, to construct the Facility on the Premises for use as a Special Needs Shelter and such other use as FloridaCommerce determines is eligible pursuant to and consistent with all Federal Rules and Regulations, and specifically authorized under 24 C.F.R. Part 570, and Section III.D.6.a (90 FR 1754, at 1784), which waives the Housing and Community Development Act of 1974 (HCDA) requirements for shelter funding to be limited to publicly owned facilities (the "Eligible Use"). Failure by the Sub-subrecipient to utilize the Facility as an Eligible Use will result in a material breach of this Agreement and the Post-Award Sub-subrecipient Agreement, and the LURA.

6. TERM

The Agreement shall commence on the date it is fully executed by the Parties ("Effective Date"). The Agreement shall continue until the earliest of (a) execution of the Post-Award Sub-subrecipient Agreement; (b) ninety (90) days after FloridaCommerce's written denial of the Application or the County's written election not to submit the Application or not to accept an award; or (c) termination under Section 25. Sections 8.3, 9 and 10 survive until FloridaCommerce issues the Authority to Use Grant Funds or the Post-Award Sub-subrecipient Agreement addresses them, whichever is first.

7. APPLICATION ROLES

7.1 Sub-subrecipient. The Sub-subrecipient will prepare the Application for the Facility and submit the Application to the County for review, revisions and submission. Sub-subrecipient shall provide all site documentation, Project information required for the Application, including title and ownership documentation, legal descriptions and surveys of the Premises, and architectural and engineering plans, cost-estimates, and environmental information necessary for the submittal of the Application in compliance with all applicable Federal and State regulations and guidelines. Sub-subrecipient represents that all information it furnishes for the Application is true, complete and accurate, will promptly correct any that becomes inaccurate, and acknowledges the County will rely on it in certifying the Application.

7.2 County. Subject to Section 2.2, the County will review, revise and, if it so elects, submit the Application to FloridaCommerce as the applicant of record, conduct citizen participation as required by the Program, and, if it accepts an award, serve as Subrecipient of record for the CDBG-DR Funds. The County's Office of Management and Budget will review the Application budget and, following award, Reimbursement Requests before submission to FloridaCommerce.

7.3 Communications. Sub-subrecipient shall not publicly announce the County's participation, Application filing, or funding status without the County's prior written approval of the statement. The County will coordinate Project communications with Sub-subrecipient in good faith but retains sole discretion over its own public communications. County communications are coordinated through the County's Community Relations office.

7.4 Costs. Each Party bears its own application-phase costs. The County's contribution in this phase under this Agreement is staff time only.

7.5 Consultants. Sub-subrecipient may retain grant-development support from a consultant (such as OVID Solutions), and the Parties anticipate that qualified consultants will perform primary grant-management functions post-award for Sub-subrecipient, consistent with all federal and state guidelines. Sub-subrecipient shall engage and compensate any such consultant, for application-phase and any post-award administration services, from non-CDBG-DR, non-County sources funds. However, Sub-subrecipient acknowledges and agrees that no CDBG-DR Funds shall be used to compensate OVID Solutions or any

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other grant-development support for work performed or associated with the Project or under this Agreement.

7.6 Administration Model. Except for the Environmental Review (Section 8, of this Agreement) and citizen participation (Section 7.2, of this Agreement), federally required activities shall be coordinated through the County as applicant and Subrecipient of record — with County review, sign-off, and issuance of required notices in the County's name — and prepared and performed day to day by Sub-subrecipient through its qualified grant-administration consultant, subject to County review. County departments provide review functions (including review of construction payment applications by the County's engineering staff) and are not intended to serve as day-to-day grant administrators.

7.7 Public Comment. A 14-day public comment period will be held. The Application will be posted on the County's and the Sub-subrecipient's websites for feedback and comment. Once the public comment period is complete, the County and the Sub-subrecipient will review and revise the Application before submitting the Application to FloridaCommerce. The public comment function will be posted on the County's website.

8. ENVIRONMENTAL REVIEW

8.1 After FloridaCommerce makes determination to award the CDBG-DR Funds to the County and ultimately the Sub-subrecipient for the Project, the County will conduct the Environmental Review. The County may use the CDBG-DR Funds for the Environmental Review. The County agrees to comply with all procurement requirements as set forth by FloridaCommerce for the Environmental Review.

8.2 Prior to the obligation or disbursement of any CDBG-DR Funds, except for engineer expenses to conduct the Environmental Review, the County agrees it shall:

a. Submit for FloridaCommerce's review of the documentation required for any professional services contract related to the Environmental Review.

b. Comply with 24 CFR Part 58, and other federal environmental compliance requirements as necessary and/or required by FloridaCommerce and will seek Commerce to issue the "Authority to Use Grant Funds."

8.3 No Choice-Limiting Action. Sub-subrecipient shall not undertake any choice-limiting action with respect to the Project, including any activity on the Premises the County determines under Section 10 is within its scope, or commit CDBG-DR Funds or non-CDBG-DR Funds to the Project, before FloridaCommerce has issued the Authority to Use Grant Funds.

9. SCOPE SEPARATION

CDBG-DR Funds for the Facility shall be maintained as distinct and separate from the Sub-subrecipient's other funds for the Project. There shall be no commingling of the CDBG-DR Funds with funds from any other source. The Sub-subrecipient will not request fund reimbursement from the County for the Facility's construction for work or activities performed prior to the issuance of the "Authority to Use Grant Funds" by FloridaCommerce, except as permitted under Section 8.2.

10. NOTICE OF CAMPUS CONSTRUCTION

Until FloridaCommerce has issued the "Authority to Use Grant Funds," Sub-subrecipient shall provide the County at least ten (10) days' advance written notice of the commencement of any construction activity anywhere on the Premises, so that the County, as Responsible Entity under 24 CFR Part 58, may determine whether the activity is within the scope of the Project. County silence is not a determination and does not waive Section 8.3.

11. SPECIAL NEEDS SHELTER ACTIVATION AND OPERATIONS — STATEMENT OF INTENT

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11.1 Intent to Designate and Activate. Upon completion of the funded improvements and satisfaction of the conditions stated herein and in the Post-Award Sub-subrecipient Agreement, the County and Sub-subrecipient intend to designate the Facility as a Special Needs Shelter within the County's shelter inventory under the County's Comprehensive Emergency Management Plan ("Designation") and to activate it ("Activation"): (1) upon a declared local state of emergency (County declaration under Chapter 252, Florida Statutes); or (2) upon request of the State of Florida through the Florida Division of Emergency Management, including State Emergency Operations Center mission assignments supporting Leon and surrounding counties. Activation and demobilization are directed by Leon County Emergency Management.

11.2 Operator. The Parties intend that the Facility, upon Activation, be operated by the DOH-Leon consistent with its current special needs shelter operations under Section 381.0303, Florida Statutes, with regard to medical staffing, client care, and clinical management, with Leon County Emergency Management providing coordination, logistics and support consistent with the County's Comprehensive Emergency Management Plan, and the Sub-subrecipient providing access to the Facility and a point of contact. DOH-Leon is not a party to this Agreement. The roles, duties and requirements of DOH-Leon and Sub-subrecipient will be memorialized in the Operations Agreement, which the County will facilitate.

11.3 Sub-subrecipient Shelter Activation Obligations. Upon Designation and Activation notice from Leon County Emergency Management (the Director or designee) to Sub-subrecipient, and as to be provided in the Operations Agreement, Sub-subrecipient will make the designated shelter areas of the Facility and Premises as designated in the Operations Agreement available at no cost to the County and the State for shelter operations, as set forth in the Operations Agreement, including reasonable pre-event setup and post-event demobilization periods; will provide access, utilities, and a continuously available Facility point of contact; and will refrain from any use of the designated areas that would impede shelter operations during Activation.

11.4 Governmental Responsibilities. As will be further delineated in the Operations Agreement, shelter operating costs (other than the access, utilities and Facility point of contact Sub-subrecipient provides under Section 11.3), staffing, supplies, and client transport are governmental responsibilities, allocated among the County, DOH-Leon and the State as provided by law and the Operations Agreement, subject to applicable disaster cost-recovery programs, and are not obligations of Sub-subrecipient.

11.5 Readiness; Condition of Facility.

a. Readiness. Between Activations, Sub-subrecipient will maintain the Facility so that it can be opened as a Special Needs Shelter immediately upon notice from County Emergency Management — including keeping the designated shelter areas unobstructed and available, the backup power system operable and tested, accessibility features maintained, and the Facility in compliance with the Shelter Standards. "Shelter Standards" means Section 381.0303, Florida Statutes, and the Department of Health's special needs shelter requirements; the wind-load provisions of the Florida Building Code applicable to the Facility as designed; International Code Council 500(ICC/NSSA Standard for the Design and Construction of Storm Shelters); and American Red Cross Standard 4496 — each as in effect when the Facility is designed, and as further specified in the Operations Agreement.

b. Designation and Activation are conditioned on County Emergency Management verification that the Facility meets the Shelter Standards.

c. Inspection Notice: Upon reasonable notice of no less than 72 hours for scheduled walk-throughs and 24 hours before an Activation , the County and Sub-subrecipient, with DOH-Leon as the Operations Agreement provides, will conduct joint walk-throughs and an annual pre-season shelter exercise, at a minimum annually before June 1, to confirm the Facility is maintained in accordance with the Shelter Standards.

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11.6 Relationship to Recorded Instrument. The Parties agree to enter into a Land Use Restriction Agreement (LURA) and other appropriate documents to ensure the operational purpose and eligible use as a special needs emergency shelter is the dedicated use of the Facility that is constructed with CDBG-DR Funds, and the LURA and other appropriate documents, if necessary, will reference shelter availability as a required continuing and eligible use for a period of thirty (30) years, that runs with the land and will be effective against any and all subsequent owners and purchasers. The LURA and other appropriate documents, if necessary, will be recorded in the Official Records of Leon County, Florida.

11.7 Community Use of the Facility and Campus. The Facility is designed, constructed and maintained first as a Special Needs Shelter, and Designation, readiness and Activation take priority over every other use of the Facility. In furtherance of the public purpose served by the Facility and the public investment in it, Sub-subrecipient intends to make the Facility, and other facilities on the Premises as the Parties may agree, available to the County, at no rental charge, for County-sponsored or County-supported community and recreational programs and activities on a number of days each year to be agreed, consistent, as to the Facility, with the Eligible Use, and any determination by FloridaCommerce regarding permissible uses of the Facility between Activations. The County will bear its direct costs of such use. The terms will be set forth in a Facility Use Agreement between the County and Sub-subrecipient under Section 28.1(e), executed before issuance of the Certificate of Occupancy.

11.8 Recognition. Sub-subrecipient will acknowledge the County's participation as applicant and Fiscal Agent, together with FloridaCommerce and the U.S. Department of Housing and Urban Development as funding sources, on construction signage during the Project and on a permanent recognition marker at the Facility's principal public entrance, in a form approved by the County and consistent with FloridaCommerce's signage requirements. During County use under Section 11.7, the County may display temporary County identification within the Facility at its own cost, as the Facility Use Agreement provides.

12. RELIGIOUS USE

Pursuant to 24 C.F.R. § 570.200(j) and 24 C.F.R. § 5.109(j), the CDBG-DR Funds may be used by Sub-subrecipient for the acquisition, construction, or rehabilitation of the Facility only to the extent that the Facility is used for conducting eligible activities under a HUD program or activity. Where the Facility is used for both eligible and explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization), direct Federal financial assistance, such as the CDBG-DR Award, may not exceed the cost of the share of acquisition, construction, or rehabilitation attributable to eligible activities in accordance with the cost accounting requirements applicable to the HUD program or activity. Disposition of real property by a faith-based organization after its use for an authorized purpose, or any change in use of the property from an authorized purpose, is subject to Government-wide regulations governing real property disposition (2 CFR part 200, subpart D) and the HUD program regulations, as directed by HUD.

13. STATUS

Sub-subrecipient is a grant sub-subrecipient of the County and not a contractor, agent, partner or joint venturer of the County; in no event shall Sub-subrecipient or its employees or contractors be considered employees or agents of the County.

14. INSURANCE

Sub-subrecipient 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 Sub-subrecipient, its agents, representatives, employees or subcontractors.

14.1 Minimum Limits of Insurance. Sub-subrecipient shall maintain limits no less than:

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a. General Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage per occurrence with a $3,000,000 annual aggregate. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Project/location or the general aggregate limit shall be twice the required occurrence limit.

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

c. 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.

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

14.3 Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions:

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

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

2. The Sub-subrecipient'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 Sub-subrecipient's insurance and shall not contribute with it.

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

4. The Sub-subrecipient'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.

b. All Coverages

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

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

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

1. The County, its officers, officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Sub-subrecipient, including the insured's general supervision of the Sub-subrecipient; products and completed operations of the Sub-subrecipient; premises owned, occupied or used by the Sub-subrecipient; or automobiles owned, leased, hired or borrowed by the Sub-subrecipient. The coverage shall

DRAFT

contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

2. The Sub-subrecipient'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 Sub-subrecipient's insurance and shall not contribute with it.

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

4. The Sub-subrecipient'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.

b. All Coverages

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

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

14.6 Verification of Coverage. Sub-subrecipient 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.

14.7 Subcontractors. Sub-subrecipient 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.

15. PERMITS

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

16. ASSIGNMENTS

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

17. INDEMNIFICATION

Sub-subrecipient 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

DRAFT

breach of this Agreement by Sub-subrecipient, or any intentional, reckless, or negligent act or omission of Sub-subrecipient, its officers, employees, or agents, or any inaccuracy or omission in information Sub-subrecipient furnishes for the Application, arising from, relating to, or in connection with this Agreement or the Project (collectively, a "Claim"). If any Claim is brought against an Indemnified Party, Sub-subrecipient 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 Sub-subrecipient acknowledges that the promises and covenants herein, constitute sufficient consideration for the Sub-subrecipient's indemnification of the County, its officials, officers, and employees.

18. PUBLIC RECORDS.

By entering into this Agreement Sub-subrecipient 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. Sub-subrecipient agrees specifically to:

18.1 Keep and maintain public records required by County to perform the services under this Agreement;

18.2 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;

18.3 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 the records are not transferred County; and

18.4 Upon completion or termination of this Agreement, transfer to County, at no cost, all public records in Sub-subrecipient's possession or keep and maintain public records required by County to perform the services. If Sub-subrecipient transfers the records to County, Sub-subrecipient shall destroy any duplicate public records that are exempt or confidential and exempt. If Sub-subrecipient keeps and maintains the public records, Sub-subrecipient shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to County upon request in a format that is compatible with the information technology systems of County.

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

18.6 Any material submitted to the County that Sub-subrecipient 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 and should only exclude those exact portions which are claimed confidential, proprietary, or trade secret. Sub-subrecipient shall be responsible for defending its determination that the redacted portions of its documents are confidential, trade secret or otherwise not subject to disclosure. Further, Sub-subrecipient 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 Sub-subrecipient's determination that the redacted portions of documents are confidential, proprietary, trade secret or otherwise not subject to disclosure. If Sub-subrecipient fails to submit a Redacted Copy, the County is authorized to produce the entire documents, data or records submitted by Sub-subrecipient in answer to a public records request for these records.

DRAFT

18.7 If a third party submits a request to the County for records designated as Trade Secret Materials by a Sub-subrecipient, 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 Sub-subrecipient. By entering this Agreement, Sub-subrecipient 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.

18.8 Sub-subrecipient 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. Sub-subrecipient 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. Sub-subrecipient shall indemnify, defend, and hold the County harmless for and against any and all claims, damage awards, and causes of action arising from Sub-subrecipient's failure to comply with the public records disclosure requirements of Section 119.07(1), Florida Statutes, or by Sub-subrecipient'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. Sub-subrecipient authorizes County to seek declaratory, injunctive, or other appropriate relief against Sub-subrecipient from a Circuit Court in Leon County on an expedited basis to enforce the requirements of this section, and agrees to pay for the County's attorneys' fees and costs incurred for such action.

IF THE SUB-SUBRECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SUB-SUBRECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

LEON COUNTY ADMINISTRATION
ATTN: MATHIEU CAVELL, DIRECTOR OF COMMUNITY RELATIONS, RESILIENCE, AND INNOVATION
301 S. MONROE ST., FIFTH FLOOR
TALLAHASSEE, FLORIDA 32301
PHONE: 850-606-5334
EMAIL: CAVELLM@LEONCOUNTYFL.GOV

19. AUDITS, RECORDS, AND RECORDS RETENTION

Sub-subrecipient agrees:

19.1 To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of CDBG-DR Funds.

19.2 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 the later of termination of this Agreement or closeout of the County's CDBG-DR award for the Project, 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.

DRAFT

19.3 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.

19.4 As applicable to associated Federal and State grant requirements, that persons duly authorized by the County and Federal auditors, pursuant to 2 CFR § 200.337 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.

19.5 Will cooperate and comply fully with and provide all documentation and records to the County to ensure compliance with all Federal and State audit requirements including but not limited to the provisions of 2 CFR Part 200, and Section 215.97, Florida Statutes.

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

20. REPORTS.

After the CDBG-DR Fund award is made to the County, and the County and the Sub-subrecipient enter into the Post-Award Sub-subrecipient Agreement, the Sub-subrecipient will have requirements to report to the County, the terms of such reporting requirements will be further delineated in the Post-Award Sub-subrecipient Agreement.

21. INSPECTIONS AND MONITORING

21.1 The Agreement will require the Sub-subrecipient to permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and Work of the Sub-subrecipient 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.

21.2 Following such inspection and evaluation, the County will deliver to the Sub-subrecipient a written report of its findings and will include written recommendations with regard to the Sub-subrecipient's performance of the terms and conditions of this Agreement. The Sub-subrecipient will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The Sub-subrecipient'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 Sub-subrecipient being deemed in breach or default of this Agreement; (2) the withholding of payments to the Sub-subrecipient by the County; and (3) the termination of this Agreement for cause.

21.3 Sub-subrecipient shall cooperate and comply with Florida Commerce, HUD, and auditors with any inspections and will immediately provide access to records and financial statements as deemed necessary by Commerce, HUD, and their respective auditors at least in accordance with requirements of 2 CFR part 200 and 24 CFR 570.489.

21.4 Sub-subrecipient shall also cooperate and comply with monitoring of its activities as deemed necessary by FloridaCommerce to the County to ensure that the subaward is used for authorized purposes in compliance with federal statutes, regulations, and this Agreement.

21.5 Without limiting the actions FloridaCommerce, HUD, or their respective investigators may take, monitoring procedures will include at a minimum: (1) reviewing financial and performance reports required by FloridaCommerce from the County, (2) following-up and ensuring that Sub-subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to Sub-subrecipient from as detected through audits, on-site reviews and other means, and (3) issuing a management decision for audit findings pertaining to this Federal award provided to Sub-subrecipient as required by 2 CFR §200.521.

21.6 Corrective Actions: FloridaCommerce may issue management decisions and may consider taking enforcement actions if noncompliance is detected during audits. FloridaCommerce may require the County and by extension also the Sub-subrecipient to take timely and appropriate action on all deficiencies

DRAFT

pertaining to the Federal award/CDBG-DR Funds provided to Sub-subrecipient from the County as detected through audits, on-site reviews and other means. In response to audit deficiencies or other findings of noncompliance with this agreement, FloridaCommerce may in its sole discretion and without advance notice, impose additional conditions on the use of the CDBG-DR Funds to ensure future compliance or provide training and technical assistance as needed to correct noncompliance, with which Sub-subrecipient agrees to comply.

22. COMPLIANCE WITH APPLICABLE LAW

22.1 The Sub-subrecipient acknowledges that, if CDBG-DR Funds are awarded, the Project will be subject to federal and state requirements, and the Sub-subrecipient covenants and promises that it will fully comply with the applicable requirements, including but not limited to 2 CFR 200 et seq., Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the "Uniform Guidance"); the Davis-Bacon Act of 1931; federal procurement standards (2 C.F.R. Part 200); environmental review; national objective documentation; records access, monitoring, and audit rights of the County, FloridaCommerce, HUD, and state and federal auditors; and continuing-use and change-of-use repayment provisions.

22.2 Sub-subrecipient shall register and maintain an updated and active profile on SAM.gov. The County will maintain its SAM.gov registration as Subrecipient of record.

22.3 Sub-subrecipient agrees to comply with the CDBG-DR Program and all regulations and rules pertaining thereto. The anticipated subaward shall be subject to all of the terms and conditions of the CDBG-DR Program, as may be amended from time to time.

22.4 Sub-subrecipient acknowledges the County's obligation to repay CDBG-DR Funds upon violation of applicable regulations, as Subrecipient of record. Sub-subrecipient agrees that the Post-Award Sub-subrecipient Agreement shall include indemnification and repayment-recourse provisions in the County's favor, should the Sub-subrecipient fail to comply with applicable regulations and requirements related to the CDBG-DR Funds, or if any costs and requests for reimbursement are disallowed by FloridaCommerce.

23. DUPLICATION OF BENEFITS.

Sub-subrecipient shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1974 (42 U.S.C. 5155 et seq.) and described in Appropriations Acts. Sub-subrecipient must comply with HUD's requirements for duplication of benefits, as described in the Federal Register and HUD guidance (including HUD training materials). Sub-subrecipient shall carry out the activities under this Agreement in compliance with FloridaCommerce's procedures to prevent duplication of benefits. Sub-subrecipient shall sign a Subrogation Agreement in the Post-Award Sub-subrecipient Agreement. Before the Application is submitted, and promptly upon any change, Sub-subrecipient shall disclose in writing all other funding sought or received for the Facility.

24. PROHIBITED TELECOMMUNICATIONS EQUIPMENT.

Sub-subrecipient represents and certifies that Sub-subrecipient and all contractors do not use any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, as such terms are used in 48 CFR §§ 52.204-24 through 52.204-26. Sub-subrecipient represents and certifies that Sub-subrecipient and all contractors shall not provide or use such covered telecommunications equipment, system, or services during the term of the Agreement.

25. TERMINATION

25.1 The County may terminate this Agreement without cause by giving the Sub-subrecipient thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other

DRAFT

party hereto thirty (30) days written notice of termination. The County shall not be required to give Sub-subrecipient such thirty (30) day written notice if, in the opinion of the County, the Sub-subrecipient is unable to perform its obligations hereunder or, in the County's opinion, the Project is not satisfactory. In such case, the County may immediately terminate the Agreement effective upon notice of termination to the Sub-subrecipient.

25.2 Sub-subrecipient 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, Sub-subrecipient 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 Sub-subrecipient, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Sub-subrecipient, its affiliates, or its subcontractors are placed on any applicable scrutinized companies list or engaged in prohibited contracting activity during performance under this Agreement.

25.3 The agreement may be terminated by the County if the Sub-subrecipient is found to have submitted a false certification as required under Section 287.135(5)(a), Florida Statutes, been placed on the Scrutinized Companies or Other Entities that Boycott Israel List or is engaged in a boycott of Israel.

25.4 Termination or expiration of this Agreement does not affect any agreement listed in Section 28 that has been executed.

26. NOTICE

26.1 All notices required hereunder shall be in writing sent by United States certified mail, postage prepaid, return receipt requested, overnight courier, or by hand delivery, with a copy via email. All notices required under this Agreement shall be given to the Parties at the addresses below or at such other place as the Parties may designate in writing.

Notice to Sub-subrecipient:
Tonja Ward
Champions Ranch, Inc.
3551 Blairstone Road, Suite 128-217
Tallahassee, FL 32301
tonja@championsranch.org

Notice to County:
Mathieu Cavell, Director
Community Relations, Resilience, and Innovation
301 S. Monroe St., Suite 500
Tallahassee, FL 32301
cavellm@leoncountyfl.gov

27. REVERSION OF ASSETS/FACILITY

27.1 As contemplated by 24 C.F.R § 570.503(b)(7), the Facility is considered any real property under Sub-subrecipient's control that was acquired or improved in whole or in part with CDBG-DR Funds in excess of $25,000, and accordingly must:

a. Be used to meet a national objective in 24 C.F.R § 570.208, or its Eligible Use, until the later of five (5) years after closeout of the County's CDBG-DR award for the Project or expiration of the LURA; or

b. If not used to meet a national objective in 24 C.F.R § 570.208, or fails to be used for its Eligible Use, Sub-subrecipient shall pay to the County to reimburse FloridaCommerce an amount equal to the current market value of the property less any portion of the value attributable to expenditures of non-CDBG-DR funds for the acquisition or improvement of the property during that period.

DRAFT

28. SUBSEQUENT AGREEMENTS

28.1 If an award of CDBG-DR Funds is made to the County for the Project, the Parties agree to enter into (or, as to items (c) and (d), the County to facilitate or pursue) the following agreements:

a. Post-Award Sub-subrecipient Agreement between the County and Sub-subrecipient.

b. Land Use Restriction Agreement (LURA) for the Facility.

c. Operations Agreement between DOH-Leon and Sub-subrecipient for the operation of the Facility as a Special Needs Shelter, facilitated by the County.

d. Interlocal agreements between the County and other public agencies, if and as the County in its sole discretion determines necessary, for permitting, utilities or transit support; nothing herein obligates the County to provide funding.

e. Facility Use Agreement between the County and Sub-subrecipient for County community use of the Facility and other facilities on the Premises and recognition at the Facility as described in Sections 11.7 and 11.8.

28.2 The Post-Award Sub-subrecipient Agreement will carry forward the obligations of this Section 28.

29. PROCUREMENT

29.1 Sub-subrecipient shall adopt and follow County purchasing policies, Board Policy No. 96-1, incorporated herein by reference, and all applicable requirements of Federal and State regulations, for every procurement to be paid in whole or in part with CDBG-DR Funds, including engineering, CEI and construction, whether conducted before or after award. Additionally, Sub-subrecipient shall draft the solicitation, establish a team and facilitate bid evaluations, lead development of bid scoring criteria, advertise bid opportunities, prepare and execute contracts. Solicitations will also be provided by Sub-subrecipient to the County for submission to FloridaCommerce for review as its procedures require, and no person or firm that prepares specifications or solicitation documents for a contract may compete for that contract. Functions that Policy No. 96-1 assigns to County officers or the Board shall be performed by Sub-subrecipient; no local or geographic vendor preference shall apply; Sub-subrecipient alone shall resolve protests, disputes and claims arising from its solicitations and contracts; and County review under Section 29.2 is for grant compliance only and is not an approval. Sub-subrecipient shall publicly advertise each solicitation in a newspaper of general circulation serving the Tallahassee metropolitan service area and on its website, and shall provide the County the solicitation documents for posting on the County's procurement website, which posting shall identify Sub-subrecipient as the issuing entity and the recipient of bids, questions and protests. Publication under Section 50.0311, Florida Statutes, is not required of Sub-subrecipient.

29.2 The County will review each solicitation before release and each award recommendation before contract execution; review the scoring criteria; post each solicitation on the County's procurement website as provided in Section 29.1; and provide two non-voting technical advisors who participate in all scoring and evaluation sessions: (i) an engineer, who will furnish the evaluation team a written technical review of each bid's conformance with the plans and specifications, and (ii) a grants compliance representative from the County's Office of Management and Budget, who will advise on federal and state grant requirements. County advisors do not score or vote, and Sub-subrecipient's evaluation team makes all responsiveness, responsibility and award determinations.

30. FUNDING

30.1 As Fiscal Agent, the County reviews Reimbursement Requests, pays Sub-subrecipient, and submits proof of payment to FloridaCommerce. The County will not be a party to the contract with Sub-subrecipient or its contractor for the construction of the Facility.

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30.2 Sub-subrecipient shall pay its contractors directly. An independent CEI will inspect and check payroll. Sub-subrecipient shall review and approve change orders from its contractor. Sub-subrecipient shall follow all Davis Bacon Act requirements. The Sub-subrecipient shall submit Reimbursement Requests to the County. Change orders to be reimbursed with CDBG-DR Funds shall be submitted to the County for review before execution, and to FloridaCommerce as its procedures require.

30.3 Upon receipt of a complete Reimbursement Request from the Sub-subrecipient, the County will review it and issue payment of CDBG-DR Funds within thirty (30) days.

30.4 The County will submit the proof of funding and payment to FloridaCommerce and request reimbursement. If any amount paid to Sub-subrecipient is disallowed, declined or required to be repaid by FloridaCommerce, HUD or any auditor, for any reason, the Sub-subrecipient shall refund the money to the County within thirty (30) days of the County's written demand. In the event the County must take legal action to recoup disallowed funds from Sub-subrecipient, the Sub-subrecipient shall pay for the County's attorneys' fees and costs associated with the action. In addition or in the alternative, at the County's discretion, the County may set off any disallowed reimbursement amounts against later reimbursement requests by Sub-subrecipient.

30.5 If costs for the Project to construct the Facility exceed the amount of the CDBG-DR Funds awarded by FloridaCommerce, all overruns shall be borne by the Sub-subrecipient.

31. PUBLIC ENTITY CRIMES STATEMENT

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

32. UNAUTHORIZED ALIEN(S)

The Sub-subrecipient 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.

33. EMPLOYMENT ELIGIBILITY VERIFICATION

Sub-subrecipient shall comply with Section 448.095, Florida Statutes, "Employment Eligibility," as applicable to it and to contractors and subcontractors it engages for the Project. 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 Sub-subrecipient 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.

34. ANTI-HUMAN TRAFFICKING AFFIDAVIT

In Accordance with Section 787.06(14), Florida Statutes (2026), the Sub-subrecipient has provided to the County an affidavit signed by an officer or representative of the Sub-subrecipient under penalty of perjury attesting that the Sub-subrecipient does not use coercion for labor or services as defined in Section 787.06, Florida Statutes. (attached hereto as "Exhibit B"). The Agreement may be terminated by the County if the Affidavit is false.

35. PROHIBITION RELATING TO DIVERSITY, EQUITY AND INCLUSION UNDER FLORIDA STATUTES

35.1 Section 125.595, Florida Statutes (2026), prohibits the County from taking any official action relating to diversity, equity, and inclusion, as the applicable terms are defined and the prohibited conduct is described in the statute. The Parties to this Agreement acknowledge and agree that no obligation or responsibility of either Party under this Agreement constitutes or shall result in any violation of Section 125.595, Florida

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Statutes, by the County. The Parties acknowledge and agree that the County may terminate this Agreement immediately upon the County's determination that a violation of Section 125.595, Florida Statutes, has occurred or may occur, notice of which termination shall be provided in accordance with Sections 25 and 26 of this Agreement.

35.2 Sub-subrecipient agrees it does not and shall not use County Funds or CDBG-DR Funds directly or indirectly to fund or promote diversity, equity, and inclusion initiatives as prohibited by Section 125.595, Florida Statutes.

35.3 Sub-subrecipient agrees it does not and shall not use County Funds or CDBG-DR Funds directly or indirectly to fund or promote any program, policy or event relating to diversity, equity, or inclusion as defined by Section 125.595, Florida Statutes.

35.4 Pursuant to Section 287.139, Florida Statutes (2026), Sub-subrecipient certifies it does not and shall not use County Funds or CDBG-DR Funds, directly or indirectly, to require its employees, contractors, subcontractors, volunteers, vendors, agents, or representatives to ascribe to, study, or be instructed using materials relating to diversity, equity, and inclusion as defined by Section 125.595, Florida Statutes.

35.5 Sub-subrecipient shall include with each Reimbursement Request a certification of compliance with this Section 35, and Exhibit C is attached as what will be required for such submission, as revised by the County, from time to time.

36. 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.

37. 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 Sub-subrecipient shall not be entitled to an increase in any amount payable 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 Sub-subrecipient for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County or its agents. Otherwise, the Sub-subrecipient shall be entitled only to extensions of this Agreement as the sole and exclusive remedy for such resulting delay, as the Parties approve in writing under Section 45.

38. FORCE MAJEURE

If either of the Parties is prevented from or delayed from performing any obligations under this Agreement (except payment or financial obligations; obligations under Sections 8.3, 9 and 10; and Sub-subrecipient's obligations under Section 11 arising from the emergency for which the Facility is activated) 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 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.

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39. RESERVATION OF SOVEREIGN IMMUNITY

The County expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes (2026), as amended. Notwithstanding anything set forth in any section of this Agreement to the contrary, nothing in this Agreement may be deemed a waiver of the County's immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been or may be adopted by the Florida Legislature, and the cap on the amount and liability of the County for damages, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount set by the legislature for tort. Nothing in this Agreement may inure to the benefit of any third party for the purpose of allowing any claim against the County, which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

40. THIRD PARTY BENEFICIARIES

Neither the County nor the Sub-subrecipient 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.

41. 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 Sub-subrecipient hereby expressly waive any rights either Party may have to a trial by jury of any civil litigation related to this Agreement.

42. CONSTRUCTION

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

43. 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.

44. SURVIVABILITY

The expiration or termination of this Agreement for any reason will not relieve either party of any right or obligation accruing prior to such expiration or termination.

45. 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 Sub-subrecipient.

46. CONFLICTING TERMS AND CONDITIONS

If any other agreement exists concerning the matters herein, this Agreement prevails; provided that, upon execution, each agreement listed in Section 28 controls over this Agreement as to the matters it addresses, and the FloridaCommerce Subrecipient Agreement and applicable federal and state requirements control over both.

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47. INTERPRETATION

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

48. 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.

49. 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.

50. ENTIRE AGREEMENT

This Agreement, including the terms and conditions shown above, Exhibits A, B and C, contains the complete and final agreement between the County and Sub-subrecipient 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. Sub-subrecipient 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 Sub-subrecipient's invoice or other documents forwarded by Sub-subrecipient for payment. The County's acceptance of product or processing of documentation on forms furnished by Sub-subrecipient for approval or payment shall not constitute acceptance of any proposed modification to terms and conditions and any additional or conflicting terms proposed by Sub-subrecipient. 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. This Section does not limit the agreements contemplated by Section 28 or amendments under Section 45.

ORDER OF PRECEDENCE

1. Agreement
2. Exhibit A
3. Exhibit B
4. Exhibit C

ATTACHMENTS

Exhibit A – Site Plan and Description of the Facility (Funded Scope)

Exhibit B – Anti-Human Trafficking Affidavit

Exhibit C – Certification of Compliance with Anti-Diversity, Equity, and Inclusion Laws

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AGREEMENT BETWEEN LEON COUNTY, FLORIDA AND CHAMPIONS RANCH, INC.

IN WITNESS WHEREOF, 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: _____

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

BY: _____

DATE: _____

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

By: _____

Sarah May Swartz
Assistant County Attorney

Date: _____

CHAMPIONS RANCH, INC.

By: _____

Printed
Name _____

Title: _____

Date: _____

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Leon County
Board of County Commissioners

Notes for Agenda Item #22

Leon County Board of County Commissioners

Agenda Item #22

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Chasity H. O'Steen, County Attorney

Title: Status Report on Leon County's Authority to Regulate Kratom

Review and Approval:	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Chasity H. O'Steen, County Attorney Joe Meyer, Assistant County Attorney

Statement of Issue:

As requested at the September 15, 2026, meeting, this item provides information on the Board's legal purview and oversight options for regulating the sale of Kratom.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the Board's legal purview and oversight options regarding the regulation of the sale of Kratom.

Report and Discussion

Background:

As requested at the September 15, 2026, meeting, this item provides information on the Board's legal purview and oversight options for regulating the sale of Kratom.

Analysis:

Kratom (Mitragyna speciosa) is a tropical tree in the coffee family native to Southeast Asia. Traditionally, people have chewed its leaves or made them into a tea for social, religious, and medicinal uses. At low doses, Kratom produces stimulant effects with users reporting increased alertness, physical energy, and talkativeness. At high doses, users experience sedative effects similar to opioids. While Kratom products have not been approved by the U.S. Food and Drug Administration (FDA) for any medical purposes, common contemporary uses for Kratom products include the treatment of pain, and management of opioid withdrawal symptoms.

Kratom contains over 50 alkaloids, but active effects are primarily related to two alkaloids: Mitragynine and 7-hyrooxymitragynine (7-OH). While 7-OH occurs naturally in small amounts (less than 2%) in Kratom leaves, manufacturers increasingly concentrate or synthesize 7-OH to produce highly potent products in a variety of forms, including tablets, gummies, and liquid extract shots, with opioid-like effects that can be significantly more potent than the effects of morphine.

The FDA has warned consumers not to use Kratom products because of the risk of serious adverse events, including liver toxicity, seizures, and substance use disorder. In rare cases, deaths have been associated with Kratom use, but those instances typically involve the use of Kratom products in combination with other substances. Research cited by the FDA indicates that 7-OH has been found to be 13 times more potent than morphine.

The FDA's Commissioner of Food and Drugs has issued direct warnings regarding concentrated 7-OH products, noting that these "concentrated 7-OH opioid products are far more dangerous than traditional kratom leaf products." (Makary, M.A., (2025, July 29), Letter to Colleagues regarding 7-OH.) Florida's Department of Health has also raised alarms about the increased danger of concentrated products marketed as "7-OH," 7-OHMZ," "7-Hydroxy," "MGM-15," "MGM-16," or similar names.

Concentrated Kratom products are widely sold in gas stations, smoke shops, and by online retailers and marketed as dietary supplements or wellness products. These products are often not clearly labeled, and consumers frequently cannot determine the potency or dosage of the active ingredients.

Public health officials are witnessing a nationwide surge in medical emergencies linked to concentrated Kratom products, including addiction, withdrawal symptoms, insomnia and anxiety, seizures, and fatal respiratory depression. (Makary, Letter to Colleagues, supra.).

Federal Regulatory Framework

On July 6, 2026, the Drug Enforcement Administration (DEA) published two Notices of Intent (NOIs) proposing that multiple Kratom derived alkaloids and synthetic compounds be temporarily moved into Schedule I of the Controlled Substances Act (CSA). *See* Docket Nos. DEA-1644 and DEA-1570. This Schedule I classification means the substances are considered to have high potential for abuse, no currently accepted medical use in the United States, and lack accepted safety under medical supervision. The Department of Health and Human Services has confirmed that synthetic 7-OH and the three related substances discussed below have no accepted medical use and a high potential for abuse.

The first NOI (Docket number DEA-1644) proposed the temporary placement of mitragynine pseudoindoxyl, MGM-15, and MGM-16 in Schedule I of the CSA. Mitragynine pseudoindoxyl is a chemical rearrangement of 7-OH, a potent kratom-derived alkaloid. MGM-15 is a derivative of 7-OH, while MGM-16 (also known as 9-fluoro-dihydro-7-hydroxymitragynine) is a highly potent opioid analog with similar pharmacological effects. All three substances act as mu-opioid receptor (MOR) agonists, producing opioid-like effects including analgesia, euphoria, and risk of dependence and overdose. After the thirty-day notice window closed, the DEA issued a temporary order to schedule these three substances in Schedule I for two years. The order may be extended for one additional year, pending completion of the permanent scheduling process. The temporary scheduling imposes criminal, civil, and administrative sanctions on the manufacture, distribution, import/export, research, or possession of the Schedule 1 substances.

The second NOI (Docket number DEA-1570) proposed the temporary placement of "7-OH above a specified threshold" in Schedule I of the CSA. Also on July 6, 2026, the Office of Assistant Secretary for Health published a Request for Information (RFI) seeking comments on a proposed allowable threshold for a 7-OH scheduling order. *See* Docket No. HHS-OASH-2026-0232. On August 26, 2026, the comment period for the RFI was extended to September 10, 2026, and the comment period has since closed. Over the course of the comment period, the RFI received 35,946 comment submissions. As of the date this item has been published, the DEA has published approximately 30,000 of the received comment submissions to the rule docket. However, no final DEA order has been issued as of this publication.

State of Florida Regulatory Framework

Since 2023, section 500.92, Florida Statutes (F.S.), known as the "Florida Kratom Consumer Protection Act" (Act) has made it "unlawful to sell, deliver, barter, furnish, or give, directly or indirectly, any kratom product to a person who is under 21 years of age." (Attachment #1). Under the Act, a Kratom product is defined as "a food product, food ingredient, dietary ingredient, dietary supplement, or beverage intended for human consumption which contains any part of the leaf of the plant *Mitragyna speciosa* or an extract, synthetic alkaloid, or synthetically derived compound of such plant and is manufactured as a powder, capsule, pill, beverage, or other edible form."

A violation of the Act is punishable as a second-degree misdemeanor.

The Act also requires that the Florida Department of Agriculture and Consumer Services (FDACS) adopt rules to administer the Act, and two rules have been adopted as summarized below.

Rule 5K-4.030 of the *Florida Administrative Code* (F.A.C.), entitled "Kratom Products" (Attachment #2):

- Requires that each establishment distributing products consisting of or containing Kratom Products be permitted as a Food Establishment;
- Regulates and imposes certain requirements related to the labeling and packaging of Kratom Products;
- Requires any retailer that sells Kratom to post a clear and conspicuous sign directly adjacent to the display of the product which states the following: THE SALE OF KRATOM TO PERSONS UNDER THE AGE OF 21 IS PROHIBITED. PROOF OF AGE IS REQUIRED FOR PURCHASE;
- Prohibits Kratom from being mailed, shipped, or otherwise delivered to a purchaser unless, before the delivery to the purchaser, the Food Establishment obtains confirmation that the purchaser is 21 years of age or older;
- States that Food Establishments shall require proof of age from a purchaser of any Kratom product before selling the product to that person, and imposes an obligation on Food Establishments to exercise diligence in the management and supervision of their premises and in the supervision and training of their employees to prevent the underage sale of Kratom Products;
- Prohibits the sale of Kratom by means of self-service merchandising unless proof of age has been verified before allowing access to the self-service merchandising;
- Prohibits a Food Establishment from giving or sampling of Kratom products to any person under the age of 21; and
- Prohibits Kratom products from being offered for sale by means of vending machines.

Penalties for violating Rule 5K-4.030, F.A.C., include the imposition of stop-sale/stop-use orders, an administrative fine of up to $5,000 per violation, permit suspension, permit revocation, or any combination thereof. The rule also reiterates that selling Kratom to someone under 21 years of age constitutes a second degree misdemeanor under the Act.

The FDACS has also adopted Rule 5KER26-11, F.A.C., entitled "Requirement to Label Kratom Products" (Attachment #3), to regulate and impose requirements specific to labeling the concentration of 7-Hydroxymitragynine, sometimes referred to as 7-OH, on Kratom Products.

Additionally, in August 2025, Florida's Attorney General filed an emergency rule (Rule 2ER25-2, F.A.C.) to classify concentrated 7-OH as a Schedule I controlled substance in Florida. The Legislature has delegated authority to the Attorney General under section 893.035(7)(b), F.S., to use emergency rulemaking provisions in scheduling substances. Rule 2ER25-2 applied specifically to products where 7-OH was concentrated at a level above four hundred parts per million on a dry weight basis but expired on June 30, 2026, pursuant to the timeframe established in section 893.035(9), F.S.

In the 2026 Florida Legislative Session, lawmakers introduced House Bill 1205, and companion legislation SB 994, seeking to expand the Act by introducing a comprehensive regulatory structure and new standards for manufacturing, mixing, labelling, and retail sales. The bill failed to make it out of committees in both the House and the Senate.

In June 2026, Florida's Attorney General signed a new emergency rule (Rule 2ER26-2) to control highly concentrated 7-OH and several other alkaloids or semi-synthetic chemicals derived from Kratom (Attachment #4). Specifically, the chemicals added to Florida's Schedule I controlled substance list were: 7-OH, mitragynine pseudoindoxyl, 7-acetoxymitragynine, 9-hydroxycorynantheidine, 10-hydroxycorynantheidine, MGM-15, and MGM-16. The rule requires that Kratom products may not contain more than 1 milligram per gram for solids/pills, or 1 milligram per milliliter for liquids. Additionally, any product containing one of these chemicals must also contain at least one hundred times more mitragynine by mass to prevent highly concentrated products.

Moving the listed chemicals to Florida's Schedule I controlled substance list allows for felony-level arrests and prosecutions, product seizures, and shutdowns of illegal manufacturers and sellers.

Other Florida Counties' Regulatory Framework

Sarasota County:

In 2014, prior to any Florida regulations on Kratom products, Sarasota County passed an ordinance creating Chapter 62, Article XIII (Attachment #5), that regulates "designer drugs and misbranded consumer commodities." The ordinance provides a complete prohibition on creating, manufacturing, packaging, transporting, possessing, or displaying Kratom products. The Sarasota Code provides for enforcement by county code enforcement, and violators may be subject to civil fines, a misdemeanor criminal offense, a revocation of a business's certificate of occupancy, or any other equitable relief as determined by a court of competent jurisdiction.

Liberty County:

In March of 2026, Liberty County adopted an ordinance, 2026-01 (Attachment #6), prohibiting the sale, purchase, possession, manufacture, distribution, delivery, or display of Kratom or Kratom derived products. Seemingly loosely modeled after the Sarasota ordinance, the Liberty County ordinance makes violations punishable by a first-degree misdemeanor as well as civil penalties. All Kratom products possessed or displayed are declared contraband subject to seizure and destruction.

City of Ocala/Marion County:

On July 21, 2026, the Ocala City Council advanced a proposal to ban the sale of Kratom in the city in collaboration with Marion County. The main impetus for the ordinance was what the Council saw as a growing public health crisis. On August 18, 2026, Marion County Commissioners decided not to proceed with creating an ordinance regulating Kratom in the county, citing enforcement challenges and pending federal regulatory actions. Similarly, it does not appear that the Ocala City Council has taken any additional action.

Manatee County:

Manatee County is considering a Kratom ban modeled after Sarasota's ordinance. On September 2, 2026, Manatee County Commissioners voted 4-3 to direct staff to research Kratom and other designer drugs and return at a future meeting with a draft ordinance banning such substances.

Leon County's Authority and Enforcement Issues

Federal and state law does not prohibit Leon County from banning the sale of Kratom within its jurisdictional boundaries, provided that no regulation imposed by the County is preempted by or otherwise in conflict with federal or state law.

The focus at the federal level has been to regulate, not completely ban, Kratom. The most recent emergency rule adopted by the Attorney General also regulates certain types of Kratom under the Attorney General's authority in Chapter 893, F.S., which is sometimes referred to as the "Florida Comprehensive Drug Abuse Prevention and Control Act." The Act does not expressly preempt the County from banning or otherwise regulating Kratom, and at least one Florida court has determined that Chapter 893, F.S., does not contain an express statement of intent to occupy the field in the area of drug abuse control. *See, e.g., Edwards v. State*, 422 So. 2d 84, 85 (Fla. 2d DCA 1982). In contrast, Section 500.92, F.S., the "Florida Kratom Consumer Protection Act", does ban the sale, delivery, barter, furnishing, or giving, directly or indirectly, of any kratom product to a person who is under 21 years of age, but this statute does not ban the sale of Kratom entirely.

Beyond preemption, courts have recognized that state legislation may override local action if that action expressly conflicts with federal or state law. To avoid a conflict, any action taken by the Board to regulate Kratom must be able to coexist, and not frustrate, the existing federal and statute regulations. Generally, local governments may pass more stringent regulations than those provided by statute, as long as the local regulation does not frustrate the purpose of the statute. However, the imposition of stricter penalties at the local level than those imposed for the same action by a state statute has been invalidated. *See, e.g., Thomas v. State*, 614 So. 2d 468 (Fla. 1993)(holding that municipality may provide penalty less severe than that imposed by state statute, but ordinance penalty may not exceed penalty imposed by state).

It should also be noted that City of Tallahassee ordinances prevail over County ordinances to the extent of any conflict within the boundaries of the City, pursuant to Sec. 1-6 of the Home Rule Charter of Leon County, Florida. Accordingly, if the County adopts a ban prohibiting the sale of Kratom in the County, the City may adopt an ordinance that modifies or repeals the ban within the City limits.

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Options:

1. Accept the status report on the Board's legal purview and oversight options regarding the regulation of the sale of Kratom.
2. Do not accept the status report on the Board's legal purview and oversight options regarding the regulation of the sale of Kratom.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Section 500.92, Florida Statutes, the Florida Kratom Consumer Protection Act
2. Rule 5K-4.030, *Florida Administrative Code*
3. Rule 5KER26-11, *Florida Administrative Code*
4. Rule 2ER26-2, *Florida Administrative Code*
5. Chapter 62, Article XIII, Sarasota County Code of Laws
6. Liberty County Ordinance 2026-01

Select Year: 2026 Go

The 2026 Florida Statutes

Title XXXIII
REGULATION OF TRADE, COMMERCE, INVESTMENTS, AND SOLICITATIONS

Chapter 500
FOOD PRODUCTS

View Entire Chapter

500.92 Florida Kratom Consumer Protection Act.—

(1) This section may be cited as the "Florida Kratom Consumer Protection Act."

(2) As used in this section, the term "kratom product" means a food product, food ingredient, dietary ingredient, dietary supplement, or beverage intended for human consumption which contains any part of the leaf of the plant *Mitragyna speciosa* or an extract, synthetic alkaloid, or synthetically derived compound of such plant and is manufactured as a powder, capsule, pill, beverage, or other edible form.

(3) It is unlawful to sell, deliver, barter, furnish, or give, directly or indirectly, any kratom product to a person who is under 21 years of age.

(4) A violation of subsection (3) is a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

(5) The department shall adopt rules to administer this section.

History.—s. 1, ch. 2023-182.

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5K-4.030 Kratom Products.

(1) Definitions. The definitions provided in Section 500.03, F.S., and the following shall apply to this rule:

(a) "Approved Source" means an establishment manufacturing Kratom Products for human consumption that meets local, state, or federal regulatory food safety or health standards from the jurisdiction of origin.

(b) "Human Consumption" means human ingestion and/or human inhalation. Products intended for Human Consumption include, snuff, chewing gum, and other smokeless products. This term does not include topical applications.

(c) "Ingestion" means the process of consuming Kratom Products through the mouth, whether by swallowing into the gastrointestinal system or through tissue absorption.

(d) "Inhalation" means the process of consuming Kratom Products through the mouth or nasal passages into the respiratory system.

(e) "Kratom Product" means a food product, food ingredient, dietary ingredient, dietary supplement, or beverage intended for human consumption which contains any part of the leaf of the plant Mitragyna speciosa or an extract, synthetic alkaloid, or synthetically derived compound of such plant and is manufactured as a powder, capsule, pill, beverage, or other edible form.

(f) "Self-Service Merchandising" means an open display of Kratom Products to which the public has access without the intervention of the vendor or a store employee.

(g) "Vending machines" for the purposes of this rule are defined as any self-service device, which upon completion of payment, dispense Kratom Products without the necessity of replenishing the device between each operation.

(2) Permits.

(a) Each establishment distributing products consisting of or containing Kratom Products must be permitted as a Food Establishment pursuant to Section 500.12, F.S., and Rule 5K-4.020, F.A.C.

(b) The annual permit fee for a Food Establishment distributing Kratom Products is $650.00.

(3) Packaging and Labeling.

(a) Kratom Products must be packaged and labeled as required by Chapter 500, F.S.

(b) The label and advertisement shall not contain claims indicating the product is intended for diagnosis, cure, mitigation, treatment, or prevention of disease, rendering it a drug as defined in 21 U.S.C. § 321(g)(1), revised as of January 3, 2022, incorporated by reference and available online at http://www.flrules.org/Gateway/reference.asp?No=Ref-16176, or by requesting a copy by emailing FoodSafety@FDACS.gov. Pursuant to Section 500.03(1)(m) 4., F.S., such articles shall be considered misbranded.

(c) Manufacturers of Kratom Products are subject to the applicable requirements of Chapter 500, F.S. and 21 C.F.R 111, which is incorporated by reference in Rule 5K-4.002, F.A.C.

(d) Kratom Products marketed or labeled as a dietary supplement are subject to the applicable requirements of Chapter 500, F.S. and 21 C.F.R 111, which is incorporated by reference in Rule 5K-4.002, F.A.C.

(4) Age Limit for Kratom.

(a) Any retailer that sells Kratom shall post a clear and conspicuous sign directly adjacent to the display of the product which states the following: THE SALE OF KRATOM TO PERSONS UNDER THE AGE OF 21 IS PROHIBITED. PROOF OF AGE IS REQUIRED FOR PURCHASE.

(b) Kratom may not be mailed, shipped, or otherwise delivered to a purchaser unless, before the delivery to the purchaser, the Food Establishment obtains confirmation that the purchaser is 21 years of age or older.

(c) Food Establishments shall require proof of age from a purchaser of any Kratom product before selling the product to that person. Food Establishments shall exercise diligence in the management and supervision of their premises and in the supervision and training of their employees to prevent the underage sale of these products.

(d) Kratom shall not be offered for sale by means of self-service merchandising unless proof of age has been verified before allowing access to the self-service merchandising.

(e) The giving or sampling of Kratom products by a Food Establishment to any person under the age of 21 is prohibited.

(f) Kratom products shall not be offered for sale by means of vending machines.

(5) Penalties.

(a) Violations of this rule will be evaluated and penalties imposed in accordance with Rule 5K-4.035, F.A.C.

(b) Kratom Products distributed or sold in violation of this rule shall be considered adulterated or misbranded pursuant to Chapter 500, F.S.

(c) Kratom Products must meet the requirements of this rule. Such products not meeting the requirements of this rule may not

be sold in this state.

(d) Violations of this rule shall result in the imposition of stop-sale/stop-use orders, an administrative fine of up to $5,000 per violation, permit suspension, permit revocation, or any combination thereof.

(e) The sale of Kratom Products to persons under the age of 21 is punishable as provided in chapter 500, F.S.

(f) Kratom Products distributed or sold in violation of this subsection is subject to Section 500.172, F.S. and penalties as provided in Section 500.121, F.S.

Rulemaking Authority 500.09, 500.12, 500.92, 570.07(23), FS. Law Implemented 500.03, 500.04, 500.09, 500.10, 500.11, 500.12, 500.121, 500.13, 500.92, 500.172, FS. History–New 1-10-24.

5KER26-11 Requirement to Label Kratom Products.

(1) Kratom Products, as defined in Rule 5K-4.030, F.A.C., shall declare on the label the concentration of 7-Hydroxymitragynine - (methyl (E)-2-[(2S,3S,7aS,12bS)-3-ethyl-7a-hydroxy-8-methoxy-2,3,4,6,7,12b-hexahydro-1H-indolo[2,3-a]quinolizin-2-yl]-3-methoxyprop-2-enoate), including, when present in the Kratom Product, the isomers, esters, ethers, salts, and salts of isomers, esters, and ethers, whenever the existence of such isomers, esters, ethers, and salts is possible within the specific chemical designation for each, expressed in milligrams per gram (mg/g) for solid or powdered Kratom Products and milligrams per milliliter (mg/mL) for liquid Kratom Products. The compound 7-Hydroxymitragynine shall be identified on the label as the concentration of "7-Hydroxymitragynine", "7-OH", or "7-Hydroxy". The concentration(s) of isomers, esters, ethers, salts, and salts of isomers, esters, and ethers shall be listed individually, if present.

(2) If the concentration(s) required in subsection (1) is/are below the method detection limit, the method detection limit shall be used as the stated concentration so long as the limit of quantitation or practical quantitation limit is below 1 mg/g or 1 mg/mL, for solids or liquids, respectively. If the concentration(s) is/are above the method detection limit, the actual concentration must be stated on the label. The method detection limit may be identified as the "method detection limit", "MDL", "Limit of Detection", or "LOD".

(3) Kratom Products shall declare the alkaloid ratio on the label. The alkaloid ratio is the mass, in milligrams, of mitragynine, to the mass, in milligrams, of 7-Hydroxymitragynine, including, when present in the Kratom Product, the isomers, esters, ethers, salts, and salts of isomers, esters, and ethers, in the Kratom Product expressed in whole integral numbers. For example, a Kratom Product weighing more than 5g and containing 500.2 mg of mitragynine and 0.9 mg of 7-Hydroxymitragynine would be expressed as "Alkaloid Ratio 500 mg:1 mg". Standard rounding practices shall be used when determining the correct whole integral number.

(4) Labeling requirements. The concentration required in subsection (1) and the alkaloid ratio required by subsection (3):

(a) Shall be available to the customer prior to the purchase of the Kratom Product;

(b) Shall be permanently affixed to the Kratom Product package or container or available via a quick response code that is permanently affixed to the Kratom Product package or container;

(c) Shall be printed on the label or available via the quick response code in a clear and conspicuous manner, including using a color, type size, and contrasting background that render the information likely to be read and understood by the ordinary individual under customary conditions of purchase and use;

(d) Shall not be provided by solely affixing the required information or quick response code to the bottom of the package or container; and

(e) When made available by quick response code, shall be made available in three or fewer steps.

(5) Controlled substances do not meet the definition of a Kratom Product as provided in s. 500.92, F.S., and Rule 5K-4.030, F.A.C., and are adulterants as provided in s. 500.10, F.S.

(6) The sale of Kratom Products in violation of Chapter 500, F.S., Rule 5K-4.030, F.A.C., or of this emergency rule shall be subject to penalties as provided in subsection 5K-4.030(5), F.A.C.

Rulemaking Authority 500.09, 500.12, 500.92, 570.07(23) FS. Law Implemented 500.03, 500.04, 500.09, 500.10, 500.11, 500.12, 500.121, 500.13, 500.92, 500.172 FS. History–New 8-24-26.

2ER26-2 Addition of 7-Hydroxymitragynine (7-OH) - (methyl (E)-2[(2S,3S,7aS,12bS)-3-ethyl-7a-hydroxy-8-methoxy-2,3,4,6,7,12b-hexahydro-1H-indolo[2,3-a]quinolizin-2-yl]-3-methoxyprop-2-enoate); 7-Acetoxymitragynine - Methyl (E)-2-[(2S,3S,7aS,12bS)-7a-acetyloxy-3-ethyl-8-methoxy-2,3,4,6,7,12b-hexahydro-1H-indolo[2, 3-a] quinolizin-2-yl]-3-methoxyprop-2-enoate; Dihydro-7-hydroxymitragynine (MGM-15) - (E)-methyl 2-((2S,3S,7aS,12aR,12bS)-3-ethyl-7a-hydroxy-8-methoxy-1,2,3,4,6,7,7a,12,12a,12b-decahydroindolo[2,3-a]quinolizin-2-yl)-3-methoxyacrylate; and 9-Fluoro-7-hydroxymitragynine (MGM-16) - (E)-methyl 2-((2S,3S,7aS,12aR,12bS)-3-ethyl-9-fluoro-7a-hydroxy-8-methoxy-1,2,3,4,6,7,7a,12,12a,12b-decahydroindolo[2,3-a]quinolizin-2-yl)-3-methoxyacrylate; TO SCHEDULE I, SUBSECTION 893.03(1)(a), F.S.

(1) Under the authority of Section 893.035, F.S., the following substances are hereby controlled substances, added to Schedule I, subsection 893.03(1)(a), F,S.:

(a) 7-acetoxymitragynine - Methyl (E)-2-[(2S,3S,7aS,12bS)-7a-acetyloxy-3-ethyl-8-methoxy-2,3,4,6,7,12b-hexahydro-1H-indolo[2, 3-a] quinolizin-2-yl]-3-methoxyprop-2-enoate;

(b) Dihydro-7-hydroxymitragynine (MGM-15) - (E)-methyl 2-((2S,3S,7aS,12aR,12bS)-3-ethyl-7a-hydroxy-8-methoxy-1,2,3,4,6,7,7a,12,12a,12b-decahydroindolo[2,3-a]quinolizin-2-yl)-3-methoxyacrylate; and

(c) 9-fluoro-7-hydroxymitragynine (MGM-16) - (E)-methyl 2-((2S,3S,7aS,12aR,12bS)-3-ethyl-9-fluoro-7a-hydroxy-8-methoxy-1,2,3,4,6,7,7a,12,12a,12b-decahydroindolo[2,3-a]quinolizin-2-yl)-3-methoxyacrylate;

(2) Under the authority of Section 893.035, F.S., the following substance is hereby a controlled substance, added to Schedule I, subsection 893.03(1)(a), F,S.:

(a) 7-hydroxymitragynine (7-OH) - (methyl (E)-2[(2S,3S,7aS,12bS)-3-ethyl-7a-hydroxy-8-methoxy-2,3,4,6,7,12b-hexahydro-1H-indolo[2,3-a]quinolizin-2-yl]-3-methoxyprop-2-enoate); such that

(3) No product shall have an amount of 7-hydroxymitragynine greater than:

(a) 1 milligram per gram (mg/g) for solid or powdered products, including encapsulated materials; or

(b) 1 milligram per milliliter (mg/mL) for liquid products, including beverages, extracts, and tinctures; and

(4) Any product containing 7-hydroxymitragynine must have at least 100 parts mitragynine for every one part of 7-hydroxymitragynine by mass.

(5) All provisions of Chapter 893, F.S., applicable to controlled substances listed in Schedule I shall be applicable to the substances listed in subsections (1), (2), (3), and (4) above.

Rulemaking Authority 893.035 FS. Law Implemented 893.03, 893.035 FS. History–New 8-18-26, Supersedes 2ER26-1.

ARTICLE XIII. DESIGNER DRUGS

Sec. 62-345. General findings of fact.

(a) Sarasota County has broad home rule powers granted by the Florida Constitution to enact ordinances which are not inconsistent with general or special law for the purposes of protecting the public health, safety, and welfare of its citizens. As recognized by the Second District Court of Appeal in *Edwards v. State*, 422 So. 2d 84 (Fla. 2d DCA 1982), nothing in Chapter 893, Florida Statutes, preempts local governments from regulating in the field of drug abuse control. Accordingly, because the regulation of Designer Drugs and Misbranded Consumer Commodities by the State of Florida is incomplete, and the activities of illicit recreational drug use threaten the health, safety and welfare of its citizens, Sarasota County may regulate Designer Drugs and Misbranded Consumer Commodities.

(b) The use of Designer Drugs, on the rise in Sarasota County among high school students, has increased the number of vehicular accidents and subsequent deaths of youth aged 16 to 19. The Centers for Disease Control and Prevention (CDCP) report that vehicle accidents are the leading cause of death among young people between the ages of 16 and 19 and that these deaths are typically a result of a combination of both inexperience and impaired cognitive and motor abilities due to drug use.

(c) The process for labeling dangerous drugs on Schedule I of the federal Controlled Substances Act involves a labored and time-consuming process involving evaluation by the Attorney General with the Drug Enforcement Administration and U.S. Department of Health and Human Services. This process limits the ability of prosecutors to charge suspects with drug-related offenses. By the time federal government officials have listed a key ingredient on Schedule I, synthetic drug makers are already distributing newly formulated substances that do not match anything on it.

(d) Congress enacted the Synthetic Drug Abuse Prevention Act of 2012, which added 31 chemicals used to make synthetic drugs and extended the DEA's emergency scheduling authority. But there is question as to whether this act is effective because of the appearance of newly formulated substances.

(e) The Federal Analog Act bans substances that are substantially similar in structure and pharmacological effect to controlled substances. However, the substance must be "intended for human consumption."

(f) During the 2011 session, the Florida Legislature passed HB 1039, Chapter 2011-90, Laws of Florida, which added synthetic stimulants to Schedule I of Florida's controlled substances schedule. Following passage of HB 1039, chemists reconfigured the particular synthetic drugs made illegal by HB 1039, and marketed new products not illegal under Florida law.

(g) During the 2012 session, the Florida Legislature passed HB 1175, Chapter 2012-23, Laws of Florida, which added dozens of additional drugs to Schedule I of Florida's controlled substance schedule.

(h) During the 2013 session, the Florida Legislature passed SB 294, Chapter 2013, Laws of Florida, which added additional synthetic drugs to Schedule I of Florida's controlled substance schedule. The new law codified the Attorney General's emergency rule that included several new synthetic cannabinoids, substitute cathinones, and phenethylamines as Schedule I controlled substances.

(i) F.S. § 893.035, grants the Attorney General rulemaking authority to add new substances to Florida's schedules of controlled substances. However, this process can take time.

(j) Despite the best efforts of federal and state legislators to outlaw Designer Drugs, chemists reconfigured the banned substances to produce new synthetic drugs. By altering the molecular structure of the chemicals used in the products, the manufacturers, distributors, and retailers avoid regulation of these Designer Drugs.

(k) The consumption of products labeled not for human consumption, for fragrant purposes only, or other similar artifices to avoid regulation creates a public nuisance due to the health hazards associated with the consumption.

(l) Designer Drugs are commonly used as alternatives to Controlled Substances. The packaging of Designer Drugs is particularly appealing to youth, who may not know how potentially dangerous such products are to their health.

(m) Manufacturers of Designer Drugs often use a disclaimer that the product is "not for human consumption" or "for fragrant purposes only" to avoid regulations requiring the manufacturer to list the product's active ingredients. The products are labeled as incense, bath salts, plant food, or other substance to avoid such regulations.

(n) Manufacturers and chemists can quickly create new Designer Drugs once federal or state law makes a particular drug illegal. Therefore, the Board finds that there is a need to declare illegal the manufacture, transport, display, sale, or possession of Designer Drugs.

(o) Reducing the illicit use of Designer Drugs provide for better public health and safety of our community.

(p) Local regulation is necessary to complement state and federal laws regulating Designer Drugs.

(Ord. No. 2014-013, § 2, 2-12-2014)

Sec. 62-346. Specific findings of fact regarding synthetic cannabis.

(a) Synthetic Cannabis, also known as "Spice," "K2," and other names, is typically created by spraying, applying, mixing or otherwise adding synthetic chemicals to natural herbs, plant material, and/or spices that, when consumed, allegedly mimic the effects of cannabis. The synthetic compounds are often similar to tetrahydrocannabinol ("THC"), the psychoactive ingredient in marijuana. Synthetic Cannabis is often sold in convenience stores, tobacco shops, head shops, and over the internet. Sometimes it is marketed as herbal incense that can be smoked, or is found in liquid form to be smoked through an electronic cigarette. It is also found as a food additive.

(b) Synthetic Cannabis can produce pharmacological effects similar to those induced by marijuana when smoked or ingested.

(c) Synthetic Cannabis produces physiological effects such as vomiting, increased heart rate and blood pressure, reduced blood supply to the heart associated with heart attacks, withdrawal and addiction symptoms, and unknown long term consequences. According to the Center for Disease Control (CDC), synthetic marijuana has been causally linked to serious kidney damage requiring hemiodyalysis.

(d) Synthetic Cannabis produces psychological effects such as paranoia, panic attacks, and giddiness, extreme anxiety, hallucinations, altered perceptions, violent behavior, and other psychotic effects.

(e) According to the Substance Abuse and Mental Health Services Administration, in 2010, the public health surveillance system that monitors drug-related Emergency Department visits in the U.S. reported that 44 percent of emergency department patients displaying symptoms associated with Synthetic Cannabis use were aged 12 to 17.

(f) The National Institute on Drug Abuse observes that many wrongly perceive Synthetic Cannabis as a safe alternative to marijuana, in part because it is advertised as a natural mixture of legal herbs. The packaging fails to disclose that the active ingredients are both harmful and illegal.

(g) According to the 2012 Florida Use Substance Abuse Survey conducted by the Florida Department of Children and Families and the Executive Office of the Governor, 21.7 percent of Sarasota County high school students use synthetic marijuana compared to 13.0 percent of all Florida high school students.

(h) According to the Florida Department of Children and Families, the use of Synthetic Cannabis among Florida 9th graders increased 78 percent in the single year 2011-2012, and use among 11th graders increased 48 percent in the same time period.

(i) According to a 2013 study by the Institute of Forensic Medicine at the University of Bonn, Germany, "Consumption of synthetic cannabinoids can lead to impairment similar to typical performance deficits caused by cannabis use which are not compatible with safe driving."

(j) Synthetic Cannabis does not produce positive test results in drug testing for the presence of cannabis. It must be detected using specialized blood and urine tests not typically used by law enforcement and hospital emergency departments.

(Ord. No. 2014-013, § 3, 2-12-2014)

Sec. 62-347. Specific findings of fact regarding synthetic cathinones.

(a) Synthetic Cathinones, commonly referred to as bath salts, are an emerging family of drugs containing one or more synthetic chemicals related to cathinone, an amphetamine-like central nervous system stimulant found naturally in the Khat plant, producing pharmacological effects similar to those induced by methamphetamine, ecstasy, or cocaine. Like Synthetic Cannabis, Substitute Cathinones are sold in various retail stores, tobacco shops, head shops, and over the internet. They are usually sold in powder, tablet, or capsule form, and can be inhaled, eaten, smoked, or put into solution and injected.

(b) Substitute Cathinones can produce physiological effects such as nausea and vomiting, nosebleeds, sweating rapid heart rate (sometimes leading to heart attack or stroke), chest pains, and even death.

(c) Substitute Cathinones can produce psychological effects such as agitation, insomnia, irritability, depression, paranoia, delusions, suicidal thoughts, and panic attacks.

(d) Synthetic Cathinone users also report effects such as impaired perception of reality, reduced motor control, and decreased ability to think clearly.

(e) According to a just-released September 18, 2013 national study by the Substance Abuse and Mental Health Services Administration (SAMHSA), there were almost 23,000 emergency department visits for "bath salts." Further, 33 percent of the visits involved bath salts only, 15 percent involved bath salts combined with marijuana or Synthetic Cannabis, and 52 percent involved bath salts combined with other drugs.

(f) Substitute Cathinones do not produce positive test results in a typical drug urine screen. It must be detected using specialized blood and urine tests not typically used by law enforcement and hospital emergency departments.

(Ord. No. 2014-013, § 4, 2-12-2014)

Sec. 62-348. Specific findings of fact regarding Kratom.

(a) Due to its psychotropic and addictive nature, the U.S. Army and Navy banned use of Kratom and the Drug Enforcement Agency has placed Kratom on the DEA Watch List.

(b) Kratom has been shown to be addictive, evidencing a clear set of effects and side effects, ranging from dry mouth, insomnia, and anorexia to hallucinations, delusion, and confusion, and a consistent withdrawal syndrome (including symptoms of limb spasticity, hostility, aggression, and emotional lability).

(c) Despite its dangers in use, Kratom is promoted as a legal psychoactive product.

(d) Kratom is not currently scheduled under the Controlled Substances Act, but is controlled in Thailand, Malaysia, and Myanmar, where it is indigenous.

(Ord. No. 2014-013, § 5, 2-12-2014)

Sec. 62-349. Applicability.

This Article shall be applicable in both the unincorporated and incorporated areas of Sarasota County, except to the extent that a municipality has adopted or adopts its own ordinance in conflict with this article. To the extent that this article is applicable within a municipality, the County and the municipality shall have concurrent authority and jurisdiction to apply and enforce the ordinance within the entirety of their jurisdictional boundaries.

(Ord. No. 2014-013, § 6, 2-12-2014)

Sec. 62-350. Definitions.

For purposes of this Article, the following definitions shall apply:

Bona Fide Use shall mean a lawful use of a substance as set forth in Section 62-351 of this Code.

Code Enforcement Officer means any designated employee or agent of Sarasota County whose duty it is to enforce codes and ordinances enacted by Sarasota County, or designated employee or agent of the municipalities whose duty is to enforce codes and ordinances of the municipalities, respectively. Employees or agents who may be Code Enforcement Officers for purposes of this Article may include, but are not limited to, code inspectors, law enforcement officers and law enforcement civilian employees, animal control officers, building inspectors, or fire safety inspectors.

Consumer Commodity shall mean any tangible good, such as products or merchandise, as distinguished from services, which is customarily produced or distributed for sale through Retail Sales for consumption by individuals, or use by individuals for purposes of personal care or in the performance of services ordinarily rendered within the household, and which usually is consumed or expended in the course of such consumption or use.

Controlled Substance means any of the controlled substances listed in Schedules I-V in F.S. § 893.03, as may be amended from time to time, or as promulgated by the Department of Legal Affairs, from time to time.

Designer Drug shall have the same meaning as specified in Section 62-351 of this Code.

Drug shall have the same meaning as specified in F.S. § 499.003 as may be amended from time to time.

Kratom (Mitragyna speciosa korth) is a tropical tree indigenous to Thailand, Malaysia, Myanmar and other areas of Southeast Asia used as an herbal drug whose primary active alkaloid is mitragynine described as producing both stimulant, sedative, and hallucinogenic effects at various doses.

Label means any written, printed, or graphic matter affixed to any consumer commodity or affixed to or appearing on a package containing any Consumer Commodity.

Misbranded Consumer Commodities shall mean any Consumer Commodity with a Label that does not meet the requirements of this Article.

Package or *Packaging* means any container or wrapping in which a Consumer Commodity is enclosed for use in the delivery or display of that Consumer Commodity to retail purchasers, but does not include:

(1) Shipping containers or wrappings used solely for the transportation of any Consumer Commodity in bulk or in quantity to manufacturers, packers, or processor, or to wholesale or retail distributors thereof; or

(2) Shipping containers or outer wrappings used by retailers to ship or deliver any commodity to retail customers if such containers and wrapping bear no printed matter pertaining to any particular commodity.

Person means any individual, firm, partnership, joint venture, syndicate, or other group or combination acting as a unit, association, corporation, estate, trust, business trust, trustee, executor, administrator, receiver, or other fiduciary, and includes the plural as well as the singular.

Principal Display Panel means that part of a Label that is most likely to be displayed, presented, shown, or examined under normal and customary conditions of display for retail sale.

Retail Sales shall mean the Sales Oriented Principal Uses outlined in Chapter 124 of this Code.

Substituted Cathinone means any synthetic derivative of cathinone (except bupropion).

Synthetic Cannabis means a drug created by spraying, applying, mixing or otherwise adding synthetic chemicals to natural herbs, plant material, and/or spices that, when consumed, allegedly mimic the effects of cannabis. It is often known by the brand names "K2," "Spice," and other names. Synthetic cannabis includes, but is not limited to, naphthoylindoles, naphthylmethylindenes, naphthoylpyrroles, phenylacetylindoles, cyclohexylphenols, adamantoylindoles, benzoylindoles, or cyclopropanols.

(Ord. No. 2014-013, § 7, 2-12-2014; Ord. No. 2018-047, § 3B., 11-27-2018)

Sec. 62-351. Regulation of designer drugs and misbranded consumer commodities.

(a) *Prohibitions—Designer Drugs.* It shall be a violation of this Article for any Person to do any of the following:

(1) Alter the chemical structure of any Controlled Substance, Drug, medicine, or other substance to create a Designer Drug.

(2) Manufacture or otherwise create a Designer Drug.

(3) Package a Designer Drug.

(4) Transport a Designer Drug.

(5) Possess a Designer Drug.

(6) Display, offer for sale, sell, deliver or purchase a Designer Drug.

(b) *Prima Facie Evidence—Designer Drug.* A Designer Drug is:

(1) Any capsule, pill, powder, liquid, vegetative material, product, or other substance, however constituted, including but not limited to any Synthetic Cannabis, Substituted Cathinone, or Kratom.

(2) Designed, intended, marketed, manufactured, engineered, or otherwise in furtherance of impairing a person's normal faculties.

(3) Designed to be injected, ingested, inhaled or otherwise introduced into the human body.

(4) In determining whether a product is a Designer Drug, a court, Code Enforcement Special Magistrate, or jury shall consider, in addition to all other logically relevant factors, the following:

a. The Packaging of the substance indicates, suggests, or implies that a product mimics the pharmological effects of any Controlled Substance through euphoric pleasure, heightened

senses, increased orgasm, relaxation, awareness, focuses energy, energizes, improves memory, improves dreams, or provides mood alteration or enhancement.

b. The Packaging of the substance claims that it is a homeopathic, herbal, or natural substitute for a Controlled Substance.

c. The name of the substance uses slang referencing a street drug or Controlled Substance, including but not limited to any of the following: Bliss, Black Mamba, Bombay Blue, Fake Weed, Genie, Spice, Zohai, K2, K3, Smoke, Pot-Pourri, Buzz, Spice 99, Voodoo, Pulse, Hush, Mystery, Earthquake, Stinger, Ocean Blue, Serenity, Chronic Spice, Spice Gold, Spice Silver, Skunk, Mr. Nice Guy, Mr. Happy, K3 Legal, Sence, Chill X, Earth Impact, Galaxy Gold, Space Truckin, Solar Flare, Moon Rocks, Aroma, Scope, Sky High Atomic, G-20, Guerilla Warfare, Makes Scents, g-13, Tiger Shark, California Dreams, Dank, Bullet, Mind Trip, Voodoo Child, Jazz, Nightlights, Matrix, Hypnotiq, AK47, Maui Wowie, Cloud 9, Daylights, Joker, Dead Man Walking, Brain Storm, Soul Sence, Kush, Kush Mania, Dragons Fire, Lucid, Mad Hatter, Scooby Snax, D-ZL, OGM, Demon, Barely In, Pineapple Express, Haze, Bliss, Blue Silk, Drone, Energy-1, Ivory Wave, Lunar Wave, Meow, Ocean Burst, Pure Ivory, Purple Wave, Red Dove, Snow Leopard, Stardust, Vanilla Sky, White Dove, White Knight, White Lightening, Blizzard, Bonzai Grow, Charge Plus, Charlie Euphoria, Hurricane, Lunar Wave, Ocean, Pixie Dust, Scarface, Lovely Dovey, Aura, MDPV, MDPK, MTV, Maddie, Hurricane Charlie, Black Rob, Super Coke, PV, Peeve, Meph, or MCAT.

d. The substance resembles a Controlled Substance in its appearance.

e. The quantity of the substance indicates, suggests, or implies that the product is intended for individual human consumption, such small amounts that might be injected, ingested, inhaled, or otherwise introduced into the human body within a short time period.

f. The display of the substance near or alongside other products intended for human consumptions indicates, suggests, or implies that the product is also intended for human consumption.

g. There is a significant difference between the price at which the substance is sold and the price for which a substance of that type (i.e., potpourri, plant food, eyeglass cleaner, bath salts, incense, etc.) is normally sold.

h. The seller provides oral or written statements or representations concerning the substance that indicates the method, use, or effect of the product as part of human consumption.

i. The Packaging of the substance fails to list all active ingredients or compounds.

j. The Packaging of the substance falsely lists its active ingredients or compounds.

k. The Packaging of the substance fails to accurately identify the commodity contained inside.

l. The Packaging of the substance fails to identify, or inaccurately identifies, the quantity of the commodity contained inside.

m. The Packaging of the substance fails to identify the name and place of business of the manufacturer, packer, or distributor.

n. The Packaging of the substance contains false information about the name and place of business of the manufacturer, packer, or distributor.

o. The Packaging is surreptitious in its attempts to hide the true nature of the substance through the use of materials commonly associated with transport or sale of Controlled Substances such as tinfoil, plastic bags, balloons, cigarette cartons, cigar tubes, etc.

p. The substance is sold using a code word or password.

q. The substance is not kept in open display, but rather behind a counter or otherwise hidden from the ordinary view of the public.

r. The substance is kept in close proximity to drug paraphernalia, as that term is defined in F.S. § 893.145 as may be amended from time to time.

s. The substance acts as a stimulant, depressant, hallucinogen, or otherwise has a psychoactive effect on the central nervous system.

t. The substance tested has a chemical structure similar to substances in the same drug classification as a Controlled Substance.

(c) *Prohibitions—Misbranded Consumer Commodities.* It shall be a violation of this Article for any Person to do any of the following:

(1) Manufacture or otherwise create a Misbranded Consumer Commodity.

(2) Transport a Misbranded Consumer Commodity.

(3) Possess a Misbranded Consumer Commodity.

(4) Display, offer for sale, sell, deliver or purchase a Misbranded Consumer Commodity.

(5) Possess with intent to sell a Misbranded Consumer Commodity.

(d) *Packaging and Labeling Requirements.* A Consumer Commodity is a Misbranded Consumer Commodity when it is in a Package with a Label that does not conform to the following provisions:

(1) The Label must correctly provide the identity of the Consumer Commodity. A failure to provide the identity of the Consumer Commodity, or providing a false identity, shall both be treated as misbranding.

(2) The Label must correctly provide name and place of business of the manufacturer, packer, or distributor. A failure to provide the name and place of business, or providing false information regarding same, shall both be treated as misbranding.

(3) The Label must correctly list the active ingredients in the Consumer Commodity. A failure to list active ingredients, or providing a false list of active ingredients, shall both be treated as misbranding.

(4) The Label must provide the net quantity of the contents (in terms of weight or mass, measure, or numerical count) in a uniform location upon the Principal Display Panel of that Label.

(e) *Prohibition—Aiding a Violation.* It is a violation of this Article for any person to intentionally aid another in the violation of this Article, consistent with and in the same manner as set forth in the provisions of Chapter 777, Florida Statutes.

(f) Exemptions and Affirmative Defense of Bona Fide Use. It shall be an affirmative defense to a violation of this Article when a person can prove that a substance has a Bona Fide Use and is therefore exempt from the provisions of this Article, notwithstanding any prima facie evidence to the contrary. In determining whether a product has a Bona Fide Use and is therefore exempt, a court, Code Enforcement Special Magistrate, or jury shall consider, in addition to the absence of indicia of the logically relevant factors outlined in subsection (2) of this section, evidence or argument from the alleged violator that the substance is in compliance with the following laws:

(1) the Florida Comprehensive Drug Abuse Prevention and Control Act (Chapter 893, Florida Statutes) and any regulations promulgated pursuant thereto;

(2) the Florida Drug and Cosmetic Act (F.S. ch. 499) and any regulations promulgated thereto;

(3) the Florida Food Safety Act (F.S. ch. 500) and any regulations promulgated thereto;

(4) the Florida statutory provisions under the chapter governing Tobacco Products (F.S. ch. 569) and the regulations governing the tobacco industry enforced by the Florida Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco;

(5) The regulations of the Florida Department of Agriculture and Consumer Services;

(6) The Federal Controlled Substances Act (21 U.S.C. §§ 801 et seq.) and any regulations promulgated pursuant thereto;

(7) The Federal Fair Packaging and Labeling Act (15 U.S.C. §§ 1451 et seq.) and any regulations promulgated pursuant thereto.

(8) The Federal Food, Drug, and Cosmetic Act (21 U.S.C. §§ 301 et seq.) and any regulations promulgated pursuant thereto.

(9) The Federal Insecticide, Fungicide, and Rodenticide Act (7 U.S.C. § 136) and any regulations promulgated pursuant thereto.

(10) The Federal Toxic Substances Control Act (15 U.S.C. §§ 2601 et seq.) and any regulations promulgated pursuant thereto.

For the purposes of this affirmative defense, the mere non-regulation of a particular substance by these acts, rules, or agencies, without a specific regulatory exemption, will not render a substance one which has a Bona Fide Use.

(g) *Inspection.* Code Enforcement Officers may enter and inspect any retail establishment open to the public to determine compliance with federal law, Florida Statutes and rules, and this Article. Entry and inspection shall be limited to only those times where the retail establishment is open for business. No person who operates a retail establishment shall refuse to permit a lawful inspection of those areas open to the public by a Code Enforcement Officer. In the event that a retail establishment refuses a lawful inspection, then a Code Enforcement Officer may seek all remedies available in law or equity, including but not limited to an inspection warrant pursuant to F.S. §§ 933.20—933.30, search warrant, subpoena after any required notice, or other court order from a court of competent jurisdiction.

(h) *Seizure and Destruction of Designer Drugs and Misbranded Consumer Commodities.* All Designer Drugs and Misbranded Consumer Commodities may be seized by Code Enforcement Officers and may be destroyed in the same manner used to destroy Controlled Substances once the seized item(s) no longer possess evidentiary value in any judicial or code enforcement proceeding. Any items seized pursuant to a violation of this Article shall no longer possess evidentiary value in the event of any of the following:

(1) The Code Enforcement Special Magistrate enters a compliance order after an evidentiary hearing and the time for filing any appeal has passed;

(2) A court of competent jurisdiction enters a judgment finding a person liable for a misdemeanor offense, regardless of whether the person is adjudicated, and the time for filing any appeal has passed;

(3) A court of competent jurisdiction enters a judgment otherwise finding a violation of this Article, and the time for filing any appeal has passed; or

(4) A person enters a plea of guilty or no contest, regardless of whether the person is adjudicated, or completes a pre-trial diversion program, for a violation of this Article.

(i) *Return of Alleged Designer Drugs or Misbranded Consumer Commodities.* Notwithstanding any other remedies available under the law, no alleged Designer Drug or Misbranded Consumer Commodity seized by any Code Enforcement Officer shall be returned without a court order:

(1) Identifying the rightful owner when multiple claims of ownership are made;

(2) Determining by a preponderance of the evidence that the substance is not a Designer Drug or Misbranded Consumer Commodity; and

(3) Determining that the alleged Designer Drug or Misbranded Consumer Commodity no longer possesses evidentiary value.

The person claiming ownership of the alleged Designer Drug or Misbranded Consumer Commodity shall provide notice to the seizing agency and all parties to any litigation to provide an opportunity to be heard at any hearing, prior to issuance of any court order.

(j) *Landlord Responsibility.* It is a violation of this Article for any landlord which knows, or in the exercise of reasonable care should know, that a retail establishment is operating in violation of this Article. A landlord shall have the legal duty to stop or take reasonable steps to prevent violations of this Article on the leased premises. In the absence of direct evidence establishing the landlord's knowledge of unlawful activities, a Code Enforcement Officer shall provide notice of the requirements of this Article to a landlord through either a Notice of Violation or other written notice consistent with the provisions of Chapter 162, Florida Statutes, before charging a landlord with either a criminal or civil violation of this Article. The Notice of Violation or other written notice shall provide the landlord with a reasonable opportunity to correct the violation.

(k) *Declaration of Public Nuisance and Enabling Private Attorney General.* Designer Drugs and Misbranded Consumer Commodities are hereby declared to be a public nuisance. Therefore, any person including any local government or constitutional officer may institute proceedings in the courts of Florida to enforce the prohibitions of this Article, or seek damages associated with its violation, including but not limited to medical expenses and wrongful death. Upon prevailing, any such plaintiff shall be entitled to reasonable costs of enforcement, including attorneys' fees. Additionally, each plaintiff shall be entitled to treble damages resulting from any violation. Notwithstanding this language, nothing herein shall create an obligation on local governments or constitutional officers or any waiver of sovereign immunity under section 768.28, Florida Statutes.

(l) *Savings Clause.* Nothing in this Article is intended to conflict with the provisions of the Florida Constitution or Florida Statute. In the event of direct and express conflict between the Article and either the Florida Constitution or Florida Statutes, then the provisions of the Florida Constitution or Florida Statutes, as applicable, control. In the event that the United States government or State of Florida amend the law to include a particular substance as being regulated under one of the controlled substance schedules, then upon the effective date of such enactment, the portion of the provisions of this Article addressed by that law shall no longer be effective. Any violations of this Article committed prior to the effective date of such law may be prosecuted.

(Ord. No. 2014-013, § 8, 2-12-2014)

Sec. 62-352. Violations and penalties.

(a) *Federal and State Law Incorporated by Reference.* All violations of Florida Statutes and rules promulgated by state agencies regarding Designer Drugs or Misbranded Consumer Commodities as may be enacted from time to time shall also constitute violations of this Article.

(b) *Investigation of Code Violations.* Investigations related to possible violations of this Article shall be conducted by Code Enforcement Officers. Any Code Enforcement Officer may seek all available remedies in law or equity, including but not limited to an injunction from a court of competent jurisdiction to enforce or restrict any relevant law.

(c) *Code Enforcement Process.* All violations of this Article may be processed according to Chapter 2, Article VIII, of the Sarasota County Code of Ordinances, per the provisions of any municipal ordinances for code enforcement, as applicable, and per provisions of Parts I or II of F.S. ch. 162, as may be applicable. A Code Enforcement Officer is specifically authorized to issue a citation for each violation, consistent with the provisions of Part II of Chapter 162.

(d) *Separate and Distinct Offenses.* Each day of any such violation shall constitute a separate and distinct offense. Further, each separately packaged substance that contains a Designer Drug or a Misbranded Consumer Commodity shall constitute a separate and distinct offense or cause of action.

(e) *Revocation of Certificate of Occupancy.* For violation of this Article, a retail establishment may have its Certificate of Occupancy revoked or placed on probation up to a period of six months for the first violation, and one year for any following violations, by the Code Enforcement Special Magistrate. A retail establishment cannot provide goods or services to the public without a Certificate of Occupancy. In determining the necessity or length of probation or revocation, the Code Enforcement Special Magistrate shall take into consideration the following factors in making a decision:

(1) The gravity of any violation, including the probability that death or serious physical or emotional harm may occur;

(2) The number of current violations;

(3) The number of repeat violations;

(4) The actions taken by the retail establishment to correct a violation;

(5) The financial benefits that the retail establishment derived from committing or continuing to commit the violation.

(f) *Civil Fines.* Consistent with the provisions of Part II of Chapter 162, Florida Statutes, any civil citation issued pursuant to this Article may be contested in county court. The amount of a civil fine for a civil infraction shall not be less than $250.00 for each violation, and may not exceed $500.00, for each violation consistent with F.S. ch. 162. A civil fine in the amount of $250.00 for each violation shall be assessed in each instance in which the person does not contest a citation in county court. In determining the amount of a civil fine for a citation or during a code enforcement proceeding, a county judge or Code Enforcement Special Magistrate, respectively, may take the following factors into consideration in making a decision:

(1) The gravity of any violation, including the probability that death or serious physical or emotional harm may occur;

(2) The number of current violations;

(3) The number of repeat violations;

(4) The actions taken by the retail establishment to correct a violation;

(5) The financial benefits that the retail establishment derived from committing or continuing to commit the violation.

(g) *Additional Remedies.* The County, or its municipalities, and any constitutional officer, may also enforce this Article by action in equity, including injunctive or declaratory relief, in the appropriate court of competent jurisdiction. In the event that the County, municipalities, of constitutional officer prevails in any such action, the County, municipalities, or constitutional officer shall be entitled to an award of its costs and reasonable attorneys' fees.

(h) *Criminal Violation.* A person commits a misdemeanor, and shall be punished in the same manner as a misdemeanor, as provided by general law, when that person commits a violation of this Article.

(Ord. No. 2014-013, § 8, 2-12-2014)

Sec. 62-353. Severability.

It is declared to by the intent of the Board of County Commissioners that if any section, subsection, sentence, clause, phrase or provision of this article is for any reason held or declared to be invalid, unconstitutional,

inoperative or void, such ruling or holding shall not be so construed as to render invalid, unconstitutional, inoperative or void the remaining portions of this article. If this article or any provision thereof shall be held to be inapplicable to any person, property, or circumstances, such holding shall not affect its applicability to any other person, property or circumstances.

(Ord. No. 2014-013, § 9, 2-12-2014)

Inst. Number: 202639000277 Book: 309 Page: 45 Page 1 of 3 Date: 3/9/2026 Time: 3:28 PM
Jace Ford Clerk of Courts, Liberty County, Florida

Inst: 202639000277 Date: 03/09/2026 Time: 3:28PM Page 1 of 3
Page 1 of 3 B: 309 P: 45, Jace Ford, Clerk of Court Liberty, Coun
By: DD
Deputy Clerk

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LIBERTY COUNTY, FLORIDA, REGULATING AND PROHIBITING THE SALE, POSSESSION, DISTRIBUTION, AND MANUFACTURE OF KRATOM AND KRATOM-DERIVED PRODUCTS; PROVIDING FINDINGS OF FACT; PROVIDING DEFINITIONS; PROHIBITING THE SALE, PURCHASE, POSSESSION, MANUFACTURE, DISTRIBUTION, DELIVERY, OR DISPLAY OF KRATOM; PROVIDING FOR PENALTIES; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

SECTION 1. TITLE. This Ordinance shall be known as the "Liberty County Kratom Regulation and Prohibition Ordinance."

SECTION 2. AUTHORITY. This Ordinance is enacted pursuant to Article VIII, Section 1 of the Florida Constitution, Chapters 125 and 162, Florida Statutes, and the County's home-rule police powers to protect the health, safety, and welfare of its residents.

SECTION 3. BOARD FINDINGS OF FACT. The Board of County Commissioners hereby makes the following findings:

A. Mitragyna speciosa, commonly known as "Kratom," contains the psychoactive alkaloids mitragynine and 7-hydroxymitragynine, which act on opioid receptors and may produce dependence, withdrawal, and impairment of normal faculties.

B. The Florida Attorney General, by emergency rule (2025), classified 7-hydroxymitragynine as a Schedule I controlled substance in Florida due to its potency, addiction risk, and association with overdoses.

C. Kratom products sold within the State of Florida vary significantly in potency and purity and are often marketed without reliable manufacturing standards, resulting in inconsistent dosing and adulterated products.

D. Law enforcement agencies nationally and within Florida have documented harmful effects of Kratom, including hallucinations, tachycardia, seizures, and impaired operation of vehicles.

E. The U.S. Department of the Navy and Army prohibit the possession or use of Kratom by service members due to safety risks.

F. The Board finds that the unregulated sale, possession, distribution, and use of Kratom within Liberty County poses a direct threat to the health, safety, and welfare of the residents, particularly youth and vulnerable adults.

G. The Board further finds it necessary and proper to prohibit Kratom and kratom-derived products within Liberty County in order to safeguard the public.

SECTION 4. DEFINITIONS. For purposes of this Ordinance, the following definitions apply:

A. **Kratom.** Any portion of the plant Mitragyna speciosa, including but not limited to its leaves, powder, resin, extract, capsule, tablet, liquid, or any product containing mitragynine, 7-hydroxymitragynine, or any kratom alkaloid.

B. **Kratom Product.** Any product—whether natural, synthetic, concentrated, enhanced, or adulterated—containing kratom or any kratom alkaloid, regardless of the presence of other ingredients.

C. **Person.** Any natural person, firm, corporation, partnership, business entity, retailer, wholesaler, distributor, or establishment of any kind.

D. **Possess or Possession.** Actual or constructive care, custody, control, or dominion.

SECTION 5. PROHIBITED ACTS. It shall be unlawful for any person within Liberty County to:

A. Sell, offer for sale, deliver, distribute, or display any kratom or kratom product.

B. Purchase or receive any kratom or kratom product.

C. Possess, transport, carry, or use any kratom or kratom product.

D. Manufacture, compound, prepare, package, or label any kratom or kratom product.

E. Advertise, market, or otherwise promote kratom or kratom products in any form.

These prohibitions apply regardless of whether the product is labeled as "natural," "herbal," "not for human consumption," or similar language.

SECTION 6. PENALTIES. A violation of this Ordinance shall be punishable as follows:

A. Criminal Penalties – A first-degree misdemeanor as provided under Florida law, punishable by up to one year in jail, one year probation, and/or a fine up to $1,000.

B. Civil Penalties – Each violation may be enforceable under Chapter 162, Florida Statutes, with fines up to $500 per violation per day.

C. Contraband – All kratom or kratom products possessed or displayed in violation of this Ordinance are declared contraband and subject to seizure and destruction.

SECTION 7. ENFORCEMENT. This Ordinance shall be enforced by:

A. The Liberty County Sheriff's Office;

B. County Code Enforcement Officers;

C. Any other law enforcement agency with jurisdiction.

Inst: 202639000277 Date: 03/09/2026 Time: 3:28PM
Page 3 of 3 B: 309 P: 47, Jace Ford, Clerk of Court Liberty, Count
By: DD
Deputy Clerk

Retailers and establishments shall permit inspections of premises upon reasonable request.

SECTION 8. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid or unconstitutional, the remaining portions shall remain in full force and effect.

SECTION 9. CODIFICATION. The provisions of this Ordinance may be codified into the Liberty County Code of Ordinances.

SECTION 10. EFFECTIVE DATE. This Ordinance shall take effect immediately upon filing with the Florida Department of State.

SIGNATURES AND ATTESTATIONS

PASSED AND DULY ADOPTED by the Board of County Commissioners of Liberty County, Florida, this 5th day of March, 2026.

BOARD OF COUNTY COMMISSIONERS
LIBERTY COUNTY, FLORIDA

By: _____
Dewayne Branch, Chairman of the Liberty County
Board of County Commissioners

ATTEST:
_____
Jace Ford, Clerk of the Circuit Court
and Comptroller, Liberty County

(SEAL)

JACE FORD
CLERK OF CIRCUIT COURT

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:
_____
Kenneth L. Hosford, County Attorney

Leon County
Board of County Commissioners

Notes for Agenda Item #23

Leon County Board of County Commissioners

Agenda Item #23

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Full Board Appointments to the Tourist Development Council

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 the appointment of two citizens to the Tourist Development Council.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Appoint one eligible applicant to the Hotelier seat on the Tourist Development Council for a four-year term ending October 31, 2030. Eligible applicants are: Carolanne Savage* and Haley Kamenicky*.

**Both applicants request a waiver of the potential of a conflicting employment relationship as disclosed in Form 4A. For either of these applicants to be appointed, it would be necessary for the Board to waive the conflicting employment relationship disclosed on Form 4A by a two-thirds affirmative vote.*

Option #2: Appoint one eligible applicant to the Tourist Industry seat on the Tourist Development Council for a four-year term ending October 31, 2030. Eligible applicants are: Russell Daws and Leah Garey.

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:

Tourist Development Council (TDC)

Purpose: Pursuant to Section 125.0104, Florida Statutes, the TDC is an advisory council, that makes recommendations to the Board for the effective operation of any special projects or for uses of the Tourist Development Tax revenue. In addition, as set forth in Chapter 11, Article XX, Division 2, Sec. 11-734, Code of Laws of Leon County, Florida, the TDC reviews expenditures of revenues from the Tourist Development Trust fund to ensure they support the objectives of the Tourism Development Plan.

Composition: The TDC is composed of nine (9) members appointed by the Board of County Commissioners pursuant to section 124.0104(4)(e), Florida Statutes. There are also two (2) nonvoting nonmember liaisons pursuant to special provision of the Board's Resolution 23-35 reestablishing the TDC.

- Three (3) members are owners or operators of motels, hotels, recreational vehicle parks, or other tourist accommodations in the County and subject to the Tourist Development Tax (Hotelier seat).
- Three (3) members are persons who are involved in the tourist industry and who have demonstrated an interest in tourist development, but who are not owners or operators of motels, hotels, or other tourist accommodations in the County and subject to the Tourist Development Tax (Tourist Industry seat).
- One (1) member is the Chairman of the Leon County Board of County Commissioners or any other member of the Board as designated by the Chairman, and who shall serve as vice chair of the Council.
- Two (2) members of the Council are elected municipal officials, who shall not serve as Chair of the Council.

The Executive Director of the Council on Culture and Arts and a representative from the Tallahassee Sports Council act as nonmember liaisons to the TDC.

Currently, Commissioner Bill Proctor serves as the Board's representative on the TDC.

Per section 125.0104, Florida Statutes, TDC members must be electors of the County. Members serve staggered four-year terms and Board appointed members may not serve more than three consecutive full terms per Policy No. 03-15. Vacancies are filled for the remainder of the unexpired term.

Vacancies: The terms of Board appointed TDC members Carolanne Savage (Hotelier seat) and Russell Daws (Tourist Industry seat) will expire on October 31, 2026. Both members are eligible for and are seeking reappointment. Their applications, resumes, and meeting attendance records are included as Attachments #1 and #3, respectively. All eligible applicants are listed in Table #2 below.

Table #2: Tourist Development Council

Vacancy Category *Status*	**Term Expiration**	**Eligible Applicants** **Application Attachment #**	**Recommended Action**
Carolanne Savage *Hotelier* *Seeking reappointment*	10/31/2026	1. Carolanne Savage* 2. Haley Kamenicky*	Appoint **one** eligible applicant to the Hotelier seat for a four-year term ending October 31, 2030.
Russell Daws *Tourist Industry* *Seeking reappointment*	10/31/2026	3. Russell Daws 4. Leah Garey	Appoint **one** eligible applicant to the Tourist Industry seat for a four-year term ending October 31, 2030.

**Both applicants request a waiver of the potential of a conflicting employment relationship as disclosed in Form 4A. For either of these applicants to be appointed, it would be necessary for the Board to waive the conflicting employment relationship disclosed on Form 4A by a two-thirds affirmative vote.*

Options:

1. Appoint one eligible applicant to the Hotelier seat on the Tourist Development Council for a four-year term ending October 31, 2030. Eligible applicants are: Carolanne Savage* and Haley Kamenicky*.

   **Both applicants request a waiver of the potential of a conflicting employment relationship as disclosed in Form 4A. For either of these applicants to be appointed, it would be necessary for the Board to waive the conflicting employment relationship disclosed on Form 4A by a two-thirds affirmative vote.*
2. Appoint one eligible applicant to the Tourist Industry seat on the Tourist Development Council for a four-year term ending October 31, 2030. Eligible applicants are: Russell Daws and Leah Garey.
3. Board Direction.

Recommendation:

Options #1 and #2

Attachments:

1. Carolanne Savage application, resume, Form 4A and attendance record
2. Haley Kamenicky application, resume and Form 4A
3. Russell Daws application, resume and attendance record
4. Leah Garey application and resume

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
TOURIST DEVELOPMENT COUNCIL

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: Ms. Carolanne R Savage | **Date:** 9/22/2026 2:59:31 AM

Home Address:	4083 Roweling Oaks Ct Tallahassee, FL 32303	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	No
		Do you own property in Leon County?	Yes
Home Phone:	(850) 375-8193	**Do you own property in the Tallahassee City Limits?**	No
Primary Email:	carolanne.savage@hyatt.com	**How many years have you lived in Leon County?**	5

(EMPLOYMENT INFORMATION)

Employer:	Hyatt House Tallahassee	**Work Address:**	1100 Railroad Ave Tallahassee, FL 32303
Occupation:	General Manager		
Work/Other Phone:	(850) 222-0039	**Work Email:**	carolanne.savage@hyatt.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: White **Gender:** F **Age:** 41

District: **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Matthew McCloud	**Name:**	
Address:	Matthew McCloud General Manager Hampton Inn & Suites by Hilton Tallahassee Capitol-University 824 Railroad Ave Tallahassee, FL 32310	**Address:**	
Phone:	(850) 692-7150	**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.

(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? *Tourist Development*

Have you served on any previous Leon County committees?* *Yes*

If Yes, on what Committee(s) have you served? *Tourist Development*

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 be electors of Leon County.

Are you registered to vote in Leon County? *Yes*

Members must meet one of the membership eligibility criteria as follows. Please indicate your area of expertise.

- [x] An owner or operator of hotel, motel, recreational vehicle park, or other tourist accommodation in the County and subject to the Tourist Development Tax.

  Please explain:

- [ ] A person involved in the tourist industry and who has demonstrated an interest in tourist development, but who is not an owner or operator of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the Tourist Development Tax.

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

Signature: Ms. Carolanne R Savage

The application was electronically sent: 9/22/2026 2:59:31 AM

CAROLANNE SAVAGE

4083 Roweling Oaks Ct. Tallahassee, FL · 850-375-8193
carolannesavage@yahoo.com

SUMMARY

Resourceful and decisive leader that thrives in dynamic environments while remaining pragmatic and focused. Adept at driving company revenues and building collaborative high-performing teams. Facilitate growth through revenue management and strategic operations. Proven leader with 100+ team members and progressive promotions within the hospitality industry.

SKILLS

- Revenue Management
- P & L Management
- Marketing and Sales
- Training Development
- Team Building and Engagement
- Critical Thinking and Decision Making
- Market Analysis
- Project Management
- Strategic Planning

EXPERIENCE

MCKIBBON HOSPITALITY

FEBURARY 2022- PRESENT

GENERAL MANAGER, HYATT HOUSE TALLAHASSEE CAPITOL, 120 ROOMS

- Responsible for $6M annual revenue. Occupancy (78%) ADR ($176.85) RevPAR ($19.83).
- STR Index Running 12 (June 2024): Occupancy (111.4%) ADR (108.5%) RevPAR (120.8%)
- Cluster Sales General Manager. Oversees Downtown Tallahassee Sales Market Team which includes Hyatt House, Hampton Inn and Suites Tallahassee Capitol, and Aloft
- Prepare presentations and attend all monthly ownership P&L calls and semi-annual property visits
- Oversee all aspects of operations by exercising demonstrated knowledge and experience in all phases of hotel management, including sales and marketing, food and beverage, revenue management and the rooms division.

CORSAIR HOSPITALITY

MAY 2021-FEBURARY 2022

GENERAL MANAGER, MARGARITAVILLE PENSACOLA BEACH, 162 ROOMS

- Responsible for $11M annual revenue. Occupancy (82.6%) ADR ($209.58) RevPAR ($139.01).
- STR Index Running 12 (October 2021): Occupancy (113%) ADR (112.3%) RevPAR (126.9%).

- Increased annual total sales by 35% by overseeing revenue management, labor and cost controls, analyzed and updated banquet menus based upon competitive set
- Maintaining positive customer relationships, processing complaints, and responding to customer needs.
- Work with hotel department heads to establish goals and objectives that coordinate with the overall hotel wide goals and objectives.

INNISFREE HOTELS

APRIL 2013-MAY 2021

GENERAL MANAGER, HAMPTON PENSACOLA BEACH, 189 ROOMS

June 2019-May 2021

- Responsible for $10M annual revenue. Occupancy (78.6%) ADR ($190.58) RevPAR ($149.83).
- STR Index Running 12 (May 2020): Occupancy (119.1%) ADR (96.9%) RevPAR (115.1%).
- Attract, train, coach and develop high-performing team in competitive beach market.
- Oversee renovation, marketing, and opening of 18-hole mini golf: increasing annual revenue by $650,000 and generating six jobs in the local market.
- Critical team member in leading COVID-19 safety and security measures.

GENERAL MANAGER, HYATT PLACE PENSACOLA AIRPORT, 129 ROOMS
February 2018-May 2019

- Responsible for $4.5M annual revenue. Occupancy (82.9%) ADR ($120.23) RevPAR ($99.64).
- STR Index Running 12 (April 2019): Occupancy (101.7%) ADR (100.03%) and RevPAR
- (101.3%).
- Negotiated a 20% increase with Delta contract from conducting a market analysis.
- Collected $45,000 of "non-collectible" debt, improving valuable partnership for ownership.
- Opening Team Task Force Manager for The Mercantile Hotel, New Orleans.
- Designated as Task Force Manager for training new General Managers.

GENERAL MANAGER, TRAVELODGE PENSACOLA BEACH, 100 ROOMS

February 2017-February 2018

- Responsible for $2.8M annual revenue. Occupancy (53.9%) ADR ($138.64) RevPAR ($74.76).
- Responsible for revenue management, accounting, payroll, and training.
- Implemented living wage initiative for Housekeeping Department, reducing turnover by 23%
- and guest recovery costs by 45% in a six-month timeframe.
- Launched the independent re-branding from Travelodge to Surf & Sand Hotel.

ASSISTANT GENERAL MANAGER, HILTON PENSACOLA BEACH, 275 ROOMS

September 2014-February 2017

- Responsible for $22M annual revenue. Occupancy (80.97%) ADR ($194.25) RevPAR ($157.28)
- STR Index Running 12 (Jan 2017): Occupancy (111.1%) ADR (103.7%) and RevPAR (115.2%).
- Reduced the AR Ledgers by 47% in one year, collecting $749,025 in revenue for the property, funding QA required renovations and retaining Hilton flag.
- Oversaw five food and beverage outlets and over $2M banquet operation. Implemented cost
- controls to reduce food cost by 12%, saving $75,000 annually.

ASSISTANT GENERAL MANAGER, HOLIDAY INN RESORT PENSACOLA BEACH, 206 ROOMS

April 2013-September 2014

- $15M annual revenue. Occupancy of 69.94% with ADR of $172.56 and RevPAR of $120.869.
- STR Index Running 12 (June 2014): Occupancy (105.9%) ADR (99.1%) and RevPAR (105%).
- IHG Quality of Excellence Winner 2013 and 2014
- Mentored at UWF School of Hospitality for operations, revenue management and marketing
- Task Force Opening manager for Tybee Island Hotel, Amelia Island, and the TRYP hotel by
- Wyndham

MICROS SYSTEMS, INC.

MAY 2010-APRIL 2013

SENIOR IMPLEMENTATION SPECIALIST

- Performed network installation and configuration and Opera Enterprise software installations.
- Trained and certified Implementation Specialists for client specific installation.
- Mentored and was technical lead for client specific Implementation Teams.

EDUCATION & TRAINING

- MAY 2010 B.S., HOSPITALITY MANAGEMENT UNIVERSITY OF SOUTH FLORIDA

CERTIFICATIONS

- JUNE 2015-TRAIN THE TRAINER, HILTON HOTELS
- JULY 2016- REVENUE MANAGEMENT AT WORK, HILTON HOTELS
- MARCH 2017- WYNDHAM GENERAL MANAGER SCHOOL, PARSIPPANY, NJ
- APRIL 2018-HYATT GENERAL MANAGER SCHOOL, DALLAS, TX
- SEPT 2019-HAMPTON INN GENERAL MANAGER SCHOOL, REMOTE

COMMUNITY

- LEON COUNTY GOVERNMENT- TOURISM AND DEVELOPMENT BOARD
- LEON COUNTY TOURISM GRANT REVIEW COMMITTEE
- PENSACOLA CHAMBER OF COMMERCE MEMBER-HOSPITALITY ROUNDTABLE
- GUEST LECTURE AT UNIVERSITY OF WEST FLORIDA SCHOOL OF HOSPITALITY
- COMMITTEE CHAIR FOR “DIXON DUB” SCHOOL OF THE ARTS FUNDRAISER
- UNITED WAY AMBASSADOR FOR INNISFREE HOTELS
- BLUE ENERGY CHAMPION FOR HILTON BRANDED PROPERTIES

FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST

LAST NAME - FIRST NAME - MIDDLE INITIAL	OFFICE / POSITION HELD
Sauge, Caolan K	Hotel Manager
MAILING ADDRESS	AGENCY OR ADVISORY BOARD
4083 Raveling Oaks Ct	Tourism
CITY ZIP COUNTY	ADDRESS OF AGENCY
Tallahassee 32303 Leon	

HOW TO COMPLETE AND FILE THIS FORM:

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- **Fill out** Part A or Part B, as applicable.
- **Sign** and date the form on the reverse side.
- **File Part A** with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- **File Part B** with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; *and* (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

   (X) The reporting person;

   ( ) The spouse of the reporting person, whose name is _____; or

   ( ) A child of the reporting person, whose name is _____.

2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:

   (X) Supplying the following realty, goods, and/or services: hotel rooms & meeting space.

   ( ) Regulation of the business entity by the governmental agency served by the advisory board member.

3. The following business entity is doing business with or regulated by the governmental agency:
   Hyatt House Tallahassee.

4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
   ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets of capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity; ( ) Other, please describe:

CE FORM 4A -- REV. 1-98

[CONTINUED ON REVERSE SIDE]

Posted on October 5, 2026

PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]

   ( ) The reporting person,

   ( ) The spouse of the reporting person, whose name is _____; or

   ( ) A child of the reporting person, whose name is _____

2. The following are the goods, really, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

   _____.

3. The business entity which is the only source of supply of the goods, really, or services within the political subdivision is:

   _____
   (NAME OF ENTITY) (ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]
   ( ) Officer; ( ) Partner, ( ) Associate, ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets or capital stock in such business entity; ( ) Employee, ( ) Contractual relationship with the business entity; ( ) Other, please describe

SIGNATURE

SIGNATURE	DATE SIGNED	DATE FILED
	10/5/26	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

CE FORM 4A - REV 1-98 [CONTINUED FROM FIRST SIDE]

Citizen Committee Attendance Report

Committee Name: Tourist Development Council

Member: Carolanne Savage

Committee Staff Contacts: Kerri L. Post, Executive Director, Division of Tourism

5/5/22	9/16/22	11/3/22	2/2/23	5/4/23	9/14/23	11/2/23	2/1/24	3/8/24
X	X	X	X	X	X	X	X	X

5/2/24	7/11/24	9/12/24	11/7/24	2/6/25	5/8/25	9/11/25	11/6/25	2/5/26
X	X	X	A	A	X	A	X	X

5/7/26	7/9/26	9/10/26
X	MC	X

X – Member in attendance
A – Member absent
MC – Meeting cancelled

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
TOURIST DEVELOPMENT COUNCIL

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. Haley Kamenicky | **Date:** 4/10/2025 5:52:51 PM

Home Address:	6833 HILL GAIL TRL Tallahassee, FL 32309	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	No
		Do you own property in Leon County?	Yes
Home Phone:	(408) 702-8050	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	gm@ihcollegetown.com	**How many years have you lived in Leon County?**	6

(EMPLOYMENT INFORMATION)

Employer:	Hotel Indigo Tallahassee Collegetown	**Work Address:**	826 W Gaines St Tallahassee, FL 32309
Occupation:	General Manager		
Work/Other Phone:		**Work Email:**	gm@ihcollegetown.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: White **Gender:** F **Age:** 31

District: **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Jay Green	**Name:**	Jay Highman
Address:	826 W Gaines St	**Address:**	826 W Gaines St
Phone:	(229) 375-1327	**Phone:**	(850) 363-9585

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?* *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 be electors of Leon County.

Are you registered to vote in Leon County? *Yes*

Members must meet one of the membership eligibility criteria as follows. Please indicate your area of expertise.

- [x] An owner or operator of hotel, motel, recreational vehicle park, or other tourist accommodation in the County and subject to the Tourist Development Tax.
  Please explain: *General Manager of Hotel Indigo*
- [ ] A person involved in the tourist industry and who has demonstrated an interest in tourist development, but who is not an owner or operator of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the Tourist Development Tax.

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

Signature: Mrs. Haley Kamenicky

The application was electronically sent: 4/10/2025 5:52:51 PM

Haley Kamenicky

Hbayse2@Gmail.com • 408-702-8050

EDUCATION

University of Nevada, Las Vegas **May 2015**

Bachelor of Science, Hospitality Management
Suma Cum Laude

PROFESSIONAL EXPERIENCE

General Manager — February 2022- Present

Hotel Indigo Tallahassee Collegetown, Tallahassee, FL

- Oversee all aspects of hotel operations, ensuring exceptional guest experiences, financial performance, and compliance with company standards.
- Cultivate a highly engaged and passionate team, inspire innovation, and foster a culture of excellence among the staff. Hired/promoted seven of eight salaried managers and maintained three consecutive years with same core team.
- Develop and implement pricing strategies, yield management, and cost control initiatives to maximize revenue and profitability.
- Ensure personalized service, exceed guest expectations, and address guest needs promptly. Consistently ranked as a top 20 Hotel Indigo.
- Develop and execute strategic plans to enhance market position, drive growth, and align with company objectives.
- Grew hotel revenue 65% from 2021 to 2024, with a 51% increase in occupancy and 48% income before fixed charges in 2024

Assistant General Manager — June 2019- February 2022

Hotel Duval, Autograph Collection, Tallahassee, FL

- Manage team of operating department leaders including front office manager, executive housekeeper, chief engineer, and valet manager.
- Support the front desk by covering shifts, providing MOD coverage, training, and managing inventory, labor, and budget.
- Provide support to housekeeping team by inspecting rooms and assisting with department meetings, training, hiring, and discipline process.
- Implement Marriott brand initiatives such as Enhanced Reservations Solutions, Make a Green Choice, QPower, Chip and Pin, and Commitment to Clean.
- Supervise and approve all hiring, documentation, promotions, and terminations. Ensure property is compliant with all legal requirements. Respond to complaints and legal action as necessary.
- Plan and conduct employee orientations and monthly luncheons. Oversee property incentive programs.
- Review and approve timecards and payroll. Calculate tipshare and enter tips into ADP.
- Manage accounts receivable and update on a weekly basis. Reconcile Marriott Rewards billing and reimbursement. Invoice Delta Airlines for contracted rooms.
- Qualify and respond to sales leads as needed. Create sales contracts, room blocks, and BEOs. Set banquet space.
- Complete the accounts payable process including coding invoices, entering into ProfitSword, and uploading invoice file. Switched property to PlateiQ software and oversaw roll out of new system.
- Support and oversee Shula's 347 Grille operations including reservations, social media, OpenTable, and hosting, bussing, and food running.
- Complete month end reconciliation including food and beverage inventory, accruals, reclassifications, tax-exempt documentation, and variance commentary.

- Forecast revenue, labor, and expenses. Adjust staffing according to business volume.

Assistant General Manager November 2018-June 2019

Homewood Suites by Hilton Tallahassee

- Supervised, trained, scheduled, and coached staff for front office, housekeeping, food and beverage, and sales
- Worked with vendors and oversaw supply ordering
- Dealt with customer concerns, complaints, and comments and managed the service recovery process
- Ensured compliance to Homewood Suites brand standards including implementing new initiatives
- Handled accounts receivable including invoicing, posting of payments, and follow up on past due invoices
- Planned and led team member events and celebrations
- Conducted weekly report on guest service scores with analysis
- Maintained monthly inventory of suite shop

Front Office Manager September 2017-November 2018

Hilton Garden Inn Atlanta Downtown, Atlanta, GA

- Managed the front office department budget including labor, supplies, and revenue.
- Oversaw hiring and training of new front office associates.
- Acted as part of the revenue management team to ensure sell out efficiency and rate and revenue per available room maximization.
- Supervised, coached, and developed night manager and two assistant front office managers, in addition to team of six front desk agents and two PBX operators.
- Monitored cash handling for entire front office team and ensured accuracy in cash deposits.
- Raised SALT Overall Service scores from a low of 52 to a high of 75.
- Ordered Front Office operating supplies according to budget. Implemented par sheet and inventory checks.
- Implemented new welcome message procedure for arriving guests to decrease guest questions and increase check-in experience.
- Retrained front desk associates and recorded trainings through Skills Check documents.

Assistant Front Office Manager July 2016-September 2017

Embassy Suites Centennial Olympic Park, Atlanta, GA

- Acted as manager on duty. Responsible for operations of hotel and issues during shift. Issued compensation as necessary. Supervised complimentary evening reception, lobby attendants, and engineers.
- Responded to guest comments and concerns through SALT, Guest Assistance, and emails.
- Maximized revenue for hotel, particularly on sold out nights. Ensured proper rates and reservation accuracy.
- Responsible for ongoing team member training and training on new procedures such as digital key and premium suites.
- Maintained manager bank of $1,000 and ensure all front desk banks are accurate and have change.

Guest Services Supervisor June 2015-June 2016

Wyndham Ocean Walk Resort, Daytona Beach, FL

- Responsible for daily operation of guest service shift: ensuring proper check-in and check-out procedures, planning short term operations and staffing, communicating arrivals, departures, and inventory via reports and email.
- Completed daily, weekly, and monthly duties including shift delegations, service excellence audits, Mock QA, and key audits.
- Cultivated positive customer relationships and ensured guest satisfaction by answering inquiries, communicating guest requests, and resolving guest concerns and complaints.
- Trained, developed, and coached associates to foster positive customer relationships.
- Sold and created walk-in reservations within rate guidelines to maximize revenue for Extra Holidays.
- Maintain a manager bank of $1500 and complete necessary paperwork and deposits per Accounting SOPs.

COMPUTER SYSTEMS

Property Management: Opera PMs, OnQ, LMS, Focus

Computer Software: ADP, Paylocity, Paycom, ProfitSword, BirchStreet, M3, Quore, Kipsu, HotSos, Whiste

FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST

LAST NAME - FIRST NAME - MIDDLE INITIAL	OFFICE / POSITION HELD
Kamenicky, Haley RB	
MAILING ADDRESS	AGENCY OR ADVISORY BOARD
6833 Hill Gail Trail	
CITY / ZIP / COUNTY	ADDRESS OF AGENCY
Tallahassee 32309 Leon	

HOW TO COMPLETE AND FILE THIS FORM:

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- **Fill out** Part A or Part B, as applicable.
- **Sign** and date the form on the reverse side.
- **File Part A** with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- **File Part B** with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; *and* (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

   (X) The reporting person;

   ( ) The spouse of the reporting person, whose name is _____; or

   ( ) A child of the reporting person, whose name is _____.

2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:

   (X) Supplying the following realty, goods, and/or services: hotel rooms & meeting space.

   ( ) Regulation of the business entity by the governmental agency served by the advisory board member.

3. The following business entity is doing business with or regulated by the governmental agency:
   Hotel Indigo Tallahassee Collegetown.

4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
   ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets of capital stock in such business entity; (X) Employee; ( ) Contractual relationship with the business entity; ( ) Other, please describe:

PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable.*

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

   ( ) The reporting person;

   ( ) The spouse of the reporting person, whose name is _____; or

   ( ) A child of the reporting person, whose name is _____.

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

   _____.

3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:

   _____
   (NAME OF ENTITY) (ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
   ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets or capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity; ( ) Other, please describe:

SIGNATURE

SIGNATURE	DATE SIGNED	DATE FILED
	10/2/26	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

CE FORM 4A -- REV. 1-98

[CONTINUED FROM FIRST SIDE]

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
TOURIST DEVELOPMENT COUNCIL

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. Russell S Daws

Date: 9/24/2026 12:31:42 AM

Home Address: 2300 Orleans Drive
3945 Museum Dr
Tallahassee, FL 32308

Home Phone: (850) 524-9549

Primary Email: Rdaws@tallahasseemuseum.org

Do you live in Leon County? Yes

Do you live within the City limits? No

Do you own property in Leon County? Yes

Do you own property in the Tallahassee City Limits? No

How many years have you lived in Leon County? 35

(EMPLOYMENT INFORMATION)

Employer: Tallahassee Museum

Occupation: President/CEO

Work/Other Phone: (850) 576-2531 Ext.124

Work Address: 3945 Museum Drive
TALLAHASSEE, FL 32308

Work Email: rdaws@tallahasseemuseum.org

(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:** M **Age:** 72

District: District II **Disabled?** No

(RESUME AND REFERENCES)

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

Name: Malinda j. Horton

Address: 459 Cedar Hill Road
Tallahassee, FL 32312

Phone: (850) 933-3066

Name: Dr. Claude Lilly

Address: 1489 Vieux Carre Drive
Tallahassee, FL 32311-3685

Phone: (864) 633-8889

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? *Tourist Development Committee*

Have you served on any previous Leon County committees?* *Yes*

If Yes, on what Committee(s) have you served? *Tourist Development Committee*

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)* *Yes*

If yes, please explain *Any business in front of the Council related to the Tallahassee Museum*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?* *Yes*

If yes, please explain *Tallahassee Museum currently has grants from Visit Tallahassee and COCA*

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?* *Yes*

If yes, please explain. *Tallahassee Museum currently has grants from Visit Tallahassee and COCA*

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 be electors of Leon County.

Are you registered to vote in Leon County? *Yes*

Members must meet one of the membership eligibility criteria as follows. Please indicate your area of expertise.

- [ ] An owner or operator of hotel, motel, recreational vehicle park, or other tourist accommodation in the County and subject to the Tourist Development Tax.
- [x] A person involved in the tourist industry and who has demonstrated an interest in tourist development, but who is not an owner or operator of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the Tourist Development Tax.

Please explain: *I am the President/CEO of the Tallahassee Museum, which is one of Leon County's top tourist destinations.*

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

Signature: Mr. Russell S Daws

The application was electronically sent: 9/24/2026 12:31:42 AM

RESUME
RUSSELL S. DAWS

2003 Orleans Drive
Tallahassee, FL 32308

(H) 850/524-9549
(W) 850/576-2531

PROFESSIONAL EXPERIENCE

President/C.E.O.....Oct. 90 - Present
Tallahassee Museum of History and Natural Science, Inc.
Director of Education.....Apr. 82 - Oct. 90
Administrative Assistant to the Director.....June 78 - Apr. 82
Teacher/Naturalist.....June 75 - June 78
Assistant Supervisor, Live Animal Unit..... Feb. 75 - June 75
Natural Science Museum, Academy of Natural Sciences, Philadelphia, PA

ADDITIONAL PROFESSIONAL EXPERIENCE

Board Member, Florida Restaurant and Lodging Association, Tallahassee Chapter	Dec. 13 - January 2017
Member, Visit Florida's Cultural, Heritage, Rural and Nature Committee	July 13 - October 2019
Member, Get Outdoors Florida Coalition	Jan. 09 - October 2017
President, Florida Association of Museums	Sept. 08 – Sept. 2010
Member, Public Relations Committee, VISIT FLORIDA	July 08 - Jan. 2010
Chairman, Leon County Tourist Development Council, Leon County, FL	May. 08 – Oct. 2012
Board Member, Florida Foresight	Sept. 07 - Jan. 2014
Member, Big Bend Scenic Byway Corridor Management Entity	Nov. 06 - Present
Member, Cultural Heritage Tourism Committee, VISIT FLORIDA	July 04 – Sept. 2010
Past Chair and Member, Leon County Tourist Development Council	Mar. 04 - October 2019
Member, Scenic Highway Advisory Council, Leon County	July 03 – Present
Advisor, Professional Advisory Council, Museum Studies Program, Florida State University	Sept. 99 - Sept. 2015
On-site Reviewer, American Association of Museums Accreditation Program	June 94 - Present
Board of Directors, Florida Assn. of Museums	Sep. 91 - Present
Board of Directors, Tallahassee Area Convention and Visitors Bureau	Oct. 92 - Sept. 05
Programs Committee Member of the Board of Directors, The Claude Pepper Foundation, Inc., Tallahassee, FL	Sept. 01 - Nov. 03
Team Captain, World Class Schools of Leon County	1998 - 1999
President, Board of Directors, Florida Assn. of Museums	Oct. 96 - Sept. 98
President, Board of Directors, Tallahassee Area Convention and Visitors Bureau	Oct. 97 - Sept. 98
Board of Directors, Tallahassee Arts for a Complete Education Coalition	Nov. 93 - 1996
Chair, Tallahassee Volunteer of the Year Committee	June 93 - May 94
Founding Chairman, Florida Assn. of Museum's Foundation	Sep. 91 - Oct. 93
Participant, Leadership Tallahassee, Chamber of Commerce	Aug. 91 - June 92
Community Advisor, Junior League of Tallahassee	1991 - 1993
Editorial Review Board, Journal of Museum Education, Washington, D.C.	Jan. 88 - Jun. 89
Part-time Faculty, Department of Curriculum, Temple University, Philadelphia, PA	Jan. 86 - Oct. 90
Board of Directors, Philadelphia 4-H Development Council, Inc., Philadelphia, PA	Jan. 86 - Oct. 90
Adjunct Faculty, Antioch College of Philadelphia, PA	Nov. 76 - May 89

ACADEMIC BACKGROUND

B.A. Biology - Wabash College, Crawfordsville, Indiana
Great Lakes College Association's Urban Study Program - Philadelphia, PA

Citizen Committee Attendance Report

Committee Name: Tourist Development Council

Member: Russell Daws

Committee Staff Contacts: Kerri L. Post, Executive Director, Division of Tourism

5/5/22	9/16/22	11/3/22	2/2/23	5/4/23	9/14/23	11/2/23	2/1/24	3/8/24
A	X	X	X	X	X	X	X	X

5/2/24	7/11/24	9/12/24	11/7/24	2/6/25	5/8/25	9/11/25	11/6/25	02/5/26
A	X	X	X	X	A	X	X	X

5/7/26	7/9/26	9/10/26
X	MC	A

X – Member in attendance
A – Member absent
MC – Meeting cancelled

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
TOURIST DEVELOPMENT COUNCIL

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: Ms. Leah Garey | **Date:** 9/22/2025 10:36:12 AM

Home Address:	4627 Sparrowhawk Ct. 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) 510-0171	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	Leahg03@yahoo.com	**How many years have you lived in Leon County?**	12

(EMPLOYMENT INFORMATION)

Employer:	Expedia Group	**Work Address:**	
Occupation:	Marketing and Advertising		
Work/Other Phone:		**Work Email:**	lgarey@expediagroup.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:** **Age:**

District: **Disabled?**

(RESUME AND REFERENCES)

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

Name:	Lindsey Norris	**Name:**	Scott Lindeman
Address:	4925 Collins Ave Miami Beach, FL 33140	**Address:**	
Phone:	(305) 582-8544	**Phone:**	(850) 606-2305

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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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 be electors of Leon County.

Are you registered to vote in Leon County? *Yes*

Members must meet one of the membership eligibility criteria as follows. Please indicate your area of expertise.

- ☐ An owner or operator of hotel, motel, recreational vehicle park, or other tourist accommodation in the County and subject to the Tourist Development Tax.
- ☑ A person involved in the tourist industry and who has demonstrated an interest in tourist development, but who is not an owner or operator of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the Tourist Development Tax.

  Please explain: *I have more than 15 years in the tourism industry working at local PR firm Geiger &Associates, Visit Florida and currently Expedia Group*

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

Signature: *Ms. Leah Garey*

The application was electronically sent: 9/22/2025 10:36:12 AM

Leah Garey

Tallahassee, FL
(850) 510-0171
Leahg03@yahoo.com
LinkedIn.com/in/lgarey

Professional Summary: Dynamic results-driven leader with over 15 years of experience in sales, marketing, and business development across travel, media, and tourism industries. Proven ability to develop and inspire high-performing teams, implement innovative strategies, and build enduring partnerships. Adept at driving double-digit revenue growth, leveraging data insights, and aligning business strategies with organizational objectives. Passionate about creating collaborative cultures, empowering teams, and delivering value-driven solutions that exceed goals.

Professional Experience:

June 2017 – Present **Expedia Group Media Solutions** **Tallahassee, FL**

Expedia Group Media Solutions®, the advertising arm of Expedia Group, offers industry expertise and digital marketing solutions that allow brands to reach, engage and influence its qualified audience of travelers around the world. Expedia Group is the world's largest travel company with 200 sites in 75 countries and 45 languages.

Senior Regional Manager (January 2023 - present)
Lead Business Development Manager (April 2022- January 2023)
Senior Business Development Manager (June 2017- March 2022)

- Led and mentored team of four business development managers, coaching them to exceed individual and team goals while fostering collaboration.
- Elevated team performance to achieve an average 30% revenue growth since assuming leadership in January 2023
- Championed team initiatives that secured 47 new clients over two years, resulting in a 10% increase in new business accounts and diversifying the client portfolio.
- Empowered and coached team members to build trust with clients and adopt innovative advertising solutions, resulting in increased client retention and revenue growth.
- Built and strengthened relationships with DMOs, hotels, airlines, and non-endemic advertisers, serving as a trusted advisor to align tailored marketing solutions with client goals.
- Collaborated across departments, including marketing, product, and operations teams, to deliver seamless campaign execution and ensure alignment with partner goals.
- Advocated for Expedia's advertising solutions by leveraging first-party data insights and showcasing industry research.
- Analyzed performance metrics to identify opportunities for growth and optimization, implementing data-driven strategies that resulted in measurable success.
- Represented Expedia Group Media Solutions at industry events, sharing insights and establishing thought leadership in key verticals.
- Share the unique brand attributes, first party data targeting opportunities and industry research on behalf of Expedia Group Media Solutions
- Engaging subject matter expert for Vacation Rental, Vrbo, Car and airport verticals
- Successfully managed high-priority accounts across various verticals, ensuring seamless execution of campaigns and delivering measurable results that strengthened client relationships.

- Balanced dual roles, managing the Hotel Strategic Account team for four months, generating over $7.2M in revenue while maintaining excellence in primary territory management.

June 2014 – June 2017 Visit Florida Tallahassee, FL

VISIT FLORIDA, the state's official source for travel planning, is the premier sales and marketing organization that promotes tourism to Florida through sales, advertising, promotions, public relations and visitor services programs both domestically and internationally.

Domestic Sales Manager

- Built and fostered long-term relationships with industry leaders and partners, demonstrating the value of Visit Florida's marketing programs in driving tourism growth.
- Designed and optimized co-op advertising strategies that maximized partner ROI, resulting in increased participation and engagement year-over-year.
- Surpassed annual revenue goals, achieving a 36% increase in co-op participation during the 2014-15 fiscal year and exceeding the 2015-16 goal by 25%.
- Represented Visit Florida at industry events, delivering dynamic presentations and advocating for Florida's diverse tourism offerings to enhance partner engagement and brand visibility.
- Collaborated with industry partners and their agencies to create customized marketing solutions that effectively utilized budgets and expanded target audiences.
- Developed innovative sales and marketing materials that communicated Visit Florida's unique value proposition and supported partner success.

August 2013 – June 2014 Geiger and Associates Public Relations Tallahassee, FL

Geiger and Associates is a 25 year old public relations firm specializing in the travel industry. They assist more than 200 destination marketing organizations and other tourism industry clients in communicating specific messages to various audiences of journalists and other opinion influencers/potential visitors/revenue sources.

Account Assistant

- Coordinated and facilitated media opportunities, connecting clients with journalists to maximize exposure and enhance destination branding.
- Maintained and expanded an extensive database of journalists, ensuring strategic alignment between media opportunities and client goals.
- Supported client success by tracking, collecting, and analyzing client-related articles to demonstrate the effectiveness of media outreach efforts.
- Collaborated with journalists to ensure accurate and compelling storytelling that highlighted the unique attributes of each destination.
- Evaluated and optimized marketing collateral to enhance clients' return on investment and ensure alignment with brand messaging.

June 2012 – July 2013 WMC-TV Memphis, TN

WMC-TV, Action News 5, is the NBC-affiliated television station for the Memphis, Tennessee metropolitan area. Action News 5 is the most watched news station in the Mid-South. WMC is a Raycom owned station for the western third of Tennessee, northwestern Mississippi, northeastern Arkansas and the southeastern corner of Missouri.

Account Executive

- Developed and executed integrated advertising campaigns across television, web, and mobile platforms, helping clients achieve measurable growth and brand visibility.

- Consulted with business owners to create customized marketing strategies, increasing client revenue by 45% in nine months through data-driven recommendations.
- Built and maintained strong relationships with agency and direct clients, fostering long-term partnerships and delivering superior customer service.
- Collaborated with production teams to craft compelling advertisements, including writing scripts, coordinating graphics, and managing on-site shoots.
- Exceeded quarterly sales goals, consistently surpassing direct business, digital sales, and overall revenue targets.

April 2012- May 2012 ALSAC Memphis, TN

The American Lebanese Syrian Associated Charities (ALSAC) has been the exclusive fund-raising organization of St. Jude Children's Research Hospital since 1957.The third largest healthcare related charity in the United States, the National Executive Office is located in Memphis, Tennessee

.**Event Coordinator (temp)**

- Planned and executed donor appreciation luncheons, collaborating with philanthropic advisors to ensure seamless event operations and exceptional donor experiences.
- Coordinated logistics for more than 30 luncheons, managing RSVPs, overseeing event materials, and serving as the primary point of contact for stakeholders nationwide.
- Designed and prepared invitations, goody bags, and giveaways, ensuring events reflected the organization's mission and values.
- Maintained meticulous records of attendee lists and event follow-ups, supporting donor relationship-building efforts.

Jan 2008 – Jan 2011 National Hardwood Lumber Association Memphis, TN

The world’s largest and oldest hardwood industry association, NHLA represents more than 1,600 companies and individuals that produce, use and sell North American hardwood lumber, or provide equipment, supplies or services to the hardwood industry. It was founded in 1898 to establish a uniform system of grading rules for the measurement and inspection of hardwood lumber. ***Promoted three times in three years at this association****.*

Marketing Director (January 2009 - January2011)
Member Relations Manager (May 2008 - January 2009)
Advertising Marketing Manager (January 2008 - May 2008)

- Drove record-breaking revenue growth, increasing annual ad sales by 45% and achieving the highest ad revenue in association history.
- Orchestrated cross-functional collaboration between sales, marketing, and operations teams to deliver seamless execution of high-profile events and strategic initiatives.
- Led sponsorship and exhibit sales for NHLA’s annual convention, resulting in the first sold-out exhibit hall and a 47% increase in sponsorship revenue.
- Expanded global outreach by spearheading NHLA’s first international convention in China, strengthening the association’s international presence.
- Developed and implemented innovative marketing campaigns for the award-winning "Hardwood Matters" magazine, monthly e-newsletters, and the annual Buyer’s Guide, enhancing engagement and visibility among 5,000+ global subscribers.
- Planned and promoted NHLA’s annual convention, managing event logistics for 1,000+ attendees and introducing creative sponsorship opportunities to maximize partner ROI.

- Collaborated with members and stakeholders to create strategic initiatives that enhanced membership recruitment, retention, and satisfaction.
- Oversaw budgeting and project management, ensuring alignment with organizational goals while driving new revenue streams and strategic alliances.

Jan 2006 - Dec 2007 Hollywood Furniture & Hardware Company, Inc. Memphis. TN

Hollywood Furniture and Hardware is a 100-year-old, family owned and operated retail furniture and hardware company.

Marketing and Advertising Executive

- Revitalized marketing strategies to align with changing consumer behavior, achieving record-breaking sales and the company's most profitable months in its 100 year history.
- Optimized media planning and negotiations, doubling the company's spot buy without increasing the budget, showcasing strategic cost management and impactful media investments.
- Modernized advertising efforts, integrating digital platforms to expand reach and engage new customer segments.
- Developed and maintained the company's website and social media platforms, enhancing customer engagement and driving online sales growth.
- Created and executed promotional strategies that boosted in-store traffic, earning recognition as the "Top Seller" for exceptional sales performance.
- Implemented innovative advertising concepts, collaborating with vendors to ensure consistent brand messaging across all channels.
- Coordinated special sales events, combining creative marketing initiatives with personalized customer service to maximize sales and build lasting relationships.

July 2005 - Dec 2005 WTOK-TV Meridian, MS

WTOK is the ABC affiliate and dominant station in Meridian, Mississippi. WTOK is a legacy station and owned by Gray Communications.

General Assignment Reporter/News Photographer/Editor

- Reported breaking news stories with accuracy and urgency, including live, on-the-ground coverage during Hurricane Katrina for Gray Communications stations and international media outlets.
- Delivered exclusive reporting, becoming the first local journalist to secure an interview with Natalee Holloway's family following her disappearance, showcasing initiative and relationship-building skills.
- Produced high-impact stories, capturing compelling video, writing scripts, and editing packages to deliver engaging content for daily newscasts.
- Assisted producers and colleagues, contributing to scriptwriting and editing assignments to ensure seamless production of broadcasts.
- Adapted to fast-paced environments, handling multiple assignments simultaneously while maintaining attention to detail and journalistic integrity.

May 2005 - June 2005 WMDN-TV Meridian, MS

WMDN is the CBS affiliate in Meridian, MS and the number two station in the market.

General Assignment Reporter/News Photographer/Editor

- Researched, wrote, and delivered impactful news stories for daily broadcasts, tailoring content to meet audience interests and uphold journalistic standards.
- Captured compelling visuals and edited video packages to enhance storytelling and engage viewers.
- Collaborated with producers and reporters to ensure seamless integration of assignments into live and pre-recorded newscasts.
- Covered a diverse range of topics, including community events, breaking news, and human-interest stories, showcasing adaptability and creativity under tight deadlines.
- Maintained strong attention to detail, ensuring factual accuracy and adherence to deadlines in a fast-paced newsroom environment.

Education:

December 2004 Middle Tennessee State University Murfreesboro, TN

Bachelor of Science Degree

- Mass Communication with a concentration in Electronic Media Journalism

Professional Development:

June 2010, June 2016 Institute for Organizational Management

Institute for organizational management is the premier nonprofit professional development program for association, chamber, and nonprofit professionals fostering individual growth through interactive learning and networking opportunities. This four-year institute is the prerequisite for both IOM certification and Certified Association Executive.

Leon County
Board of County Commissioners

Notes for Agenda Item #24

Leon County Board of County Commissioners

Agenda Item #24

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Second and Final Public Hearing to Adopt an Ordinance to Establish an 18-Month Moratorium on Large-Load Customer Facilities, including Large-Scale Data Centers

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 & Environmental Management
Lead Staff / Project Team:	Ryan Culpepper, Director, Development Services Division Gretchen Brantley, Assistant County Attorney Ana Richmond, Development Services Administrator

Statement of Issue:

This agenda item requests the Board conduct the second and final required public hearing and adopt an ordinance establishing an 18-month moratorium pausing the acceptance, review or approval of applications for development permits, development orders, rezoning, or site plans related to large-load customer facilities, including large-scale data centers, consistent with the scope of Senate Bill 484, as enacted in Chapter 2026-65, Laws of Florida.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Conduct the second and final public hearing and adopt an Ordinance establishing an 18-month moratorium on large-load customer facilities, including large-scale data centers (Attachment #1).

Report and Discussion

Background:

As directed by the Board at its July 14, 2026 meeting, this item requests that the Board conduct the second and final required public hearing and adopt an ordinance establishing an 18-month moratorium pausing the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to large-load customer facilities, including large-scale data centers as defined in Chapter 2026-65, Laws of Florida ("Senate Bill 484"). The Board conducted the first public hearing on September 15, 2026, and scheduled the second and final public hearing for October 13, 2026, at 6:00 p.m.

Senate Bill 484 became effective on July 1, 2026, and emphasizes the unique planning, infrastructure, and compatibility considerations that large-load facilities with substantial electric or other utility demands present, including large-scale data centers, and provides that such considerations and the associated impacts shall be addressed through local comprehensive planning and land development regulations. Neither the Leon County Land Development Code ("Code") nor the Tallahassee-Leon County 2050 Comprehensive Plan ("Comp Plan") contain specific provisions addressing large-load customers or data centers of any size. As a result, the County currently does not have a regulatory framework to evaluate the compatibility, infrastructure, and utility-demand impacts SB 484 directs be addressed through comprehensive planning and land development regulations. This moratorium provides the time necessary for staff to develop Code and Comp Plan amendments establishing such a framework before applications are received, reviewed, or approved.

Consistency with Senate Bill 180 (2025)

In June 2025, the Florida Legislature enacted Senate Bill 180, enacted in Chapter 2025-190, Laws of Florida ("SB 180"). Section 28 of SB 180 applies to counties listed in the Federal Disaster Declaration for Hurricane Debby (DR-4806), Hurricane Helene (DR-4828), or Hurricane Milton (DR-4834). Leon County is listed in the disaster declarations for Hurricanes Debby and Helene, and is therefore subject to Section 28, which through October 1, 2027, prohibits a local government listed in the Declaration from proposing or adopting: a moratorium on the construction, reconstruction, or redevelopment of property damaged by a covered hurricane; a more restrictive or burdensome amendment to its comprehensive plan or land development regulations; or a more restrictive or burdensome procedure concerning the review, approval, or issuance of a site plan, development permit, or development order.

To comply with state law (Section 28) and preserve the County's ability to enforce the moratorium, the proposed ordinance exempts properties with documented damage from Hurricane Debby or Hurricane Helene. This exemption avoids conflict with state law; however, it does not grant development approvals, create development rights, or establish that a property is suitable for a large-load customer or large-scale data center.

No applications for these facilities are currently pending in Leon County. Any proposal submitted for an exempt property during the moratorium would still require Board approval through the Planned Unit Development process and would remain subject to all applicable requirements of the

County's Land Development Code and Comprehensive Plan. These include criteria governing where such facilities may be located, based on their anticipated impacts on infrastructure, utilities, and neighboring properties.

Analysis:

On July 14, 2026, the Board directed staff to prepare an ordinance establishing an 18-month moratorium on the siting of large-load customer facilities, including large-scale data centers. At its September 15, 2026 meeting, the Board conducted the first public hearing and scheduled the second and final public hearing for October 13, 2026. The moratorium temporarily pauses the acceptance, review, and approval of applicable development applications for the 18-month term. It does not impose a permanent prohibition on large-load customer facilities or large-scale data centers, and it will not interfere with any known projects as there are no approved or pending applications for large-scale data centers. This time period gives County staff the necessary time to conduct research, gather public input, evaluate planning considerations, and ultimately bring recommended amendments to the Comp Plan and Code back to the Board to protect public health, safety, and welfare. Staff anticipates returning to the Board with these findings and recommended amendments in September 2027 to seek additional Board guidance before initiating additional public hearings for formal adoption.

A key component of this evaluation is an upcoming independent study that SB 484 directs the Office of Program Policy Analysis and Government Accountability (OPPAGA) to complete. This comprehensive study will evaluate economic development and tax revenue impacts; the consumption of land, water, and natural resources; energy use and associated rate impacts; and public health and safety. OPPAGA must submit the study to the Governor, the President of the Senate, and the Speaker of the House of Representatives by July 1, 2027.

During the June 10, 2026, City of Tallahassee Commission meeting, the City Manager responded to questions about whether the current utility grid could support large-scale data centers. He remarked that neither the Comprehensive Plan nor the City's code permitted large-scale data centers and that the City, which provides electric service, would have to generate additional capacity in order to accommodate such a facility.

This moratorium ordinance applies only to property within unincorporated Leon County; it does not apply countywide.

The enactment of a moratorium requires two public hearings by the Board. The Board held the first of the two public hearings on September 15, 2026. This item constitutes the second and final public hearing.

Notice of Public Hearing

The public hearing has been advertised consistent with Florida Statutes (Attachment #2). A Business Impact Estimate was also provided online as required by Florida law (Attachment #3).

Options:

1. Conduct the second and final public hearing and adopt an Ordinance establishing an 18-month moratorium on large-load customer facilities, including large-scale data centers (Attachment #1).
2. Conduct the second and final public hearing and do not adopt an Ordinance establishing an 18-month moratorium on large-load customer facilities, including large-scale data centers (Attachment #1).
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Moratorium Ordinance
2. Legal Advertisement
3. Business Impact Estimate

LEON COUNTY ORDINANCE NO. 2026-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; ESTABLISHING A TEMPORARY MORATORIUM FOR A DURATION OF 18 MONTHS PAUSING THE ACCEPTANCE, REVIEW, OR APPROVAL OF APPLICATIONS FOR DEVELOPMENT PERMITS, DEVELOPMENT ORDERS, REZONING, OR SITE PLANS RELATED TO FACILITIES SERVING LARGE LOAD CUSTOMERS, INCLUDING LARGE-SCALE DATA CENTERS, WITHIN UNINCORPORATED LEON COUNTY, FLORIDA; ADOPTING FINDINGS; PROVIDING FOR THE STUDY AND DEVELOPMENT OF APPROPRIATE LAND USE REGULATIONS, INCLUDING COMPREHENSIVE PLAN AMENDMENTS, ADDRESSING SUCH FACILITY USES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the Board of County Commissioners (Board) has the authority pursuant to Chapter 125, Florida Statutes, and Article VIII of the Florida Constitution to protect the public health, welfare, safety, and quality of life of its residents and to enact ordinances for valid governmental purposes that are not inconsistent with general or special law; and

WHEREAS, Senate Bill 484, as enacted in Chapter 2026-65, Laws of Florida, and effective on July 1, 2026, emphasizes the unique planning, infrastructure, and compatibility considerations that facilities with substantial electric or other utility demands may present, such as facilities serving large load customers, including large-scale data centers, and provides that such considerations and their associated impacts shall be addressed through local comprehensive planning and land development regulations; and

WHEREAS, neither the Leon County Development Code ("Code") nor the Tallahassee-Leon County 2050 Comprehensive Plan ("Comp. Plan") directly address facilities serving large load customers or data centers of any size; and

WHEREAS, Leon County features a distinct, environmentally sensitive landscape characterized by extensive karst topography, numerous watersheds, aquifer recharge areas, sinkholes, and direct conduits to the underlying Floridan Aquifer, creating an exceptional vulnerability to groundwater contamination and ecological disruption; and

WHEREAS, state and regional planning efforts emphasize the importance of careful management of large groundwater withdrawals to ensure long-term environmental and economic stability for connected surface waters, natural ecosystems, and the economic well-being of Florida's communities; and

WHEREAS, facilities serving large load customers, including large-scale data centers, are reported to generate significant noise and vibration and are known to require substantial water resources for cooling systems and substantial electrical power to support continuous computing operations, which in some cases require infrastructure demands comparable to small municipalities; and

WHEREAS, such facilities have the potential to place significant demands on regional groundwater supplies, water treatment infrastructure, and electrical grid capacity; and

WHEREAS, Leon County currently lacks specific zoning provisions or development regulations addressing the unique operational characteristics, infrastructure requirements, and environmental considerations associated with facilities serving large load customers, including large-scale data centers; and

WHEREAS, allowing such facilities to proceed without appropriate regulatory standards could create risks to the County's water resources, electrical infrastructure capacity, land use planning objectives, and long-term community development strategy; and

WHEREAS, local governments may enact a moratorium if the moratorium is intended to preserve the status quo and is rationally related to the government's attempt to enact changes to development regulations. *(WCI Communities Inc. v. City of Coral Springs,* 885 So. 2d 912, 915 (Fla. 4th DCA 2004)); and

WHEREAS, Florida courts have held that permissible bases for land use restrictions include concern about the effect of the proposed development on traffic, congestion, surrounding property values, demands for public services, and on other aspects of the general welfare. *(WCI Communities Inc. v. City of Coral Springs,* 885 So.2d 912, 915 (Fla. 4th DCA 2004)(*referencing Corn v. City of Lauderdale Lakes,* 997 F.2d 1369, 1375 (11th Cir. 1993)); and

WHEREAS, local governments are entitled to enact moratoriums as a land-use tool to promote effective planning and preserve the status quo during this change. *(Tahoe-Sierra Pres. Council, Inc. v. Tahoe Reg'l Planning Agency,* 535 U.S. 302, 337, 122 S.Ct. 1465, L.Ed.2d 517 (2002)(holding temporary moratoria are used widely among land use planners to preserve the status quo while formulating a more permanent development strategy)); and

WHEREAS, the County will engage in the process of review, study, and information gathering to prepare and adopt amendments to its Code and/or Comp. Plan as may be necessary to address the demands of facilities serving large load customers, including large-scale data centers; and

WHEREAS, a temporary moratorium on the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to facilities serving large load customers, including large-scale data centers, within unincorporated Leon County will allow time to review, study, gather information, evaluate the results of the July 1, 2027, interdisciplinary study related to large-scale data centers that the Office of Program Policy Analysis and Government Accountability is undertaking, and prepare and adopt an amendment or amendments to the Code and/or Comp. Plan, as may be required, to address facilities serving large load customers, including large-scale data centers, uses; and

WHEREAS, the Board wishes to establish a temporary moratorium of 18 months on the acceptance, review, or approval of applications for development permits, development orders, rezoning, or site plans related to facilities serving large load customers, including large-scale data centers, within unincorporated areas and such moratorium is reasonable and necessary to accomplish the goal of revising its regulations to ensure the community welfare is well-balanced and the public health, safety and general welfare are preserved; and

WHEREAS, as of the date of the Board's consideration of this ordinance, the Board has not considered any application for a facility serving large load customers, including large-scale data centers; and

WHEREAS, on July 14, 2026, the Board directed staff to prepare an ordinance instituting a temporary moratorium on the acceptance, review, or approval of applications for facilities serving large load customers, including large-scale data centers; and

WHEREAS, public notice of all hearings required by law has been provided in accordance with Chapters 125 and 163, Florida Statutes, and the Leon County Land Development Code; and

WHEREAS, this ordinance imposing an 18-month temporary moratorium on the acceptance, review, or approval of applications for facilities serving large load customers, including large-scale data centers, serves the health, safety, and welfare of the residents of and visitors to Leon County, Florida.

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Leon County, Florida, as follows:

SECTION 1. FINDINGS OF FACT.

The foregoing recitals are hereby adopted as legislative findings of the Leon County Board of County Commissioners and are ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption thereof.

SECTION 2. PURPOSE.

The purpose of this Ordinance is to allow Leon County sufficient time to review, study, respond to statewide reports and information, gather public input, and prepare and adopt an amendment or amendments to the Code and/or Comp. Plan, relating to facilities serving large load customers, including large-scale data centers.

SECTION 3. TEMPORARY MORATORIUM ESTABLISHED.

A temporary moratorium is hereby established on the acceptance, review, processing, or approval of any rezoning applications, conditional use permits, development permits, site plan approvals, building permits, or other related development approvals for the construction, expansion, or operation of facilities serving large load customers, including large-scale data centers, within the unincorporated areas of Leon County.

SECTION 4. DEFINITIONS.

For the purposes of this moratorium, the following definitions apply:

"large load customer" is defined in section 366.043(2)(d), Florida Statutes, as: a customer with an anticipated monthly peak load of 50 megawatts or more, calculated as the highest average load over a 15-minute interval at a single location. The term does not include a load aggregated across multiple locations owned by the same customer. However, the term includes all customers or other entities that have entered into a colocation or similar agreement at a single location that otherwise meets the anticipated monthly peak load provided in this paragraph.

"data center" is defined in section 373.203(3), Florida Statutes, as: a facility that primarily contains electronic equipment used to process, store, and transmit digital information, which may be:

(a) A free-standing structure; or

(b) A facility within a larger structure which uses environmental control equipment to maintain the proper conditions for the operation of electronic equipment.

"large-scale data center" is defined in section 373.203(4), Florida Statutes, as: a single location, with a data center on site, that has an anticipated monthly peak load of 50 megawatts or more, calculated as the highest average load over a 15-minute interval. The term does not include a load aggregated across multiple locations owned by the same customer. However, the term includes all customers or other entities that have entered into a colocation or similar agreement at a single location that otherwise meets the anticipated monthly peak load provided in this subsection.

SECTION 5. EXEMPTIONS.

In consideration of Section 28 of Senate Bill 180, as enacted in Chapter 2025-190, Laws of Florida, properties within the jurisdiction of Leon County with documented damage from the Federal Disaster Declarations of Hurricanes Debby (DR-4806) or Helene (DR-4828) are exempt from this moratorium. However, any exempted property owner must still comply with federal and state law as well as all Code or Comp. Plan requirements. Leon County is not a county listed in the Federal Disaster Declarations for Hurricane Milton (DR-4834).

SECTION 6. STUDY AND EVALUATION.

During the moratorium period, Leon County staff shall conduct a comprehensive review of the potential impacts associated with facilities serving large load customers, including large-scale data centers, including but not limited to:

1. Groundwater withdrawal impacts, particularly as they relate to the Floridan Aquifer.

2. Water supply and wastewater treatment capacity, including potential impacts on municipal and regional water systems.

3. Electrical grid capacity and infrastructure requirements, including consultation with regional electric utilities regarding potential long-term demand impacts.

4. Land use compatibility, including appropriate zoning classifications and development standards for such facilities.

5. Environmental considerations, including impacts on karst topography, sinkholes, noise, vibrations, lighting, water quality and surrounding land uses.

6. Best practices adopted by other jurisdictions in Florida and throughout the United States for the regulation of data center development, including risk mitigation strategies for expansion, decommissioning, or abandonment.

SECTION 7. DEVELOPMENT OF BOARD UPDATE AND RECOMMENDATION.

County staff will survey lessons learned from other jurisdictions, proposals for related state agency rulemaking, updates to statewide utility tariff requirements and information, results of the statewide study from OPPAGA, and amendments to Florida Statutes; assess potential zoning districts and zoning limitations with input from subject matter experts and the public; and propose draft amendments to the Code and the Comp. Plan, if needed, to bring back to the Board for input and direction at planned intervals.

SECTION 8. DURATION.

This temporary moratorium shall remain in effect for a period of eighteen (18) months or until repealed, whichever first occurs.

SECTION 9. CONFLICT WITH OTHER ORDINANCES AND CODES.

All ordinances or parts of ordinances of the Code of Laws of Leon County, Florida, in conflict with the provisions of this Ordinance are hereby temporarily suspended to the extent of such conflict for the duration of this Ordinance.

SECTION 10. SEVERABILITY.

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

SECTION 11. EFFECTIVE DATE.

This ordinance shall take effect upon filing with the Florida Department of State.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon County, Florida, this _____ day of _____, 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:_____

NOTICE OF PUBLIC HEARING
NOTICE OF PROPOSED MORATORIUM ORDINANCE REGARDING LARGE LOAD CUSTOMERS, INCLUDING LARGE-SCALE DATA CENTERS

Notice is hereby given that the Board of County Commissioners of Leon County, Florida, will conduct a public hearing on Tuesday, October 13, 2026, at 6:00 p.m., or as soon thereafter as such matter may be heard, in the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; ESTABLISHING A TEMPORARY MORATORIUM FOR A DURATION OF 18 MONTHS PAUSING THE ACCEPTANCE, REVIEW, OR APPROVAL OF APPLICATIONS FOR DEVELOPMENT PERMITS, DEVELOPMENT ORDERS, REZONING, OR SITE PLANS RELATED TO FACILITIES SERVING LARGE LOAD CUSTOMERS, INCLUDING LARGE-SCALE DATA CENTERS, WITHIN UNINCORPORATED LEON COUNTY, FLORIDA; ADOPTING FINDINGS; PROVIDING FOR THE STUDY AND DEVELOPMENT OF APPROPRIATE LAND USE REGULATIONS, INCLUDING COMPREHENSIVE PLAN AMENDMENTS, ADDRESSING SUCH FACILITY USES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Leon County will also broadcast the public hearing on Comcast channel 16, the Leon County Florida channel on Roku, and the County's Facebook page (https://www.facebook.com/LeonCountyFL/), YouTube channel (https://www.youtube.com/user/LeonCountyFL), and website (www.LeonCountyFL.gov).

All interested parties are invited to present their comments at the public hearing at the time and place set out above.

Interested parties may also provide virtual real-time public comments during the public hearing. After the Board of County Commissioner's agenda is posted online, interested parties wishing to provide virtual real-time public comments must complete and submit the registration form provided at https://www2.leoncountyfl.gov/coadmin/agenda/ by 8:00 p.m. on Monday, October 12, 2026. Following submittal of the registration form, further instructions for participating in the meeting will be provided. Persons needing assistance with registering or providing real-time comments may contact County Administration via telephone at (850) 606-5300. Please note that Board of County Commissioners Policy 01-05, Article IX., Section E., entitled "Addressing the Board," and Article IX., Section F., entitled "Decorum," shall remain in full force and effect.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact, on behalf of the Chairman, Mathieu Cavell at Leon County 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.

Copies of the Ordinance may be inspected as part of the agenda package on the County's website (https://www2.leoncountyfl.gov/coadmin/agenda/). To receive copies of the Ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration at (850) 606-5300.

Advertise: October 2, 2026

LEON COUNTY GOVERNMENT
People Focused. Performance Driven.

Business Impact Estimate

In accordance with Section 125.66(3)(a), Florida Statutes (F.S.), a Business Impact Estimate (BIE) is required to be: 1) prepared before enacting certain ordinances and 2) posted on Leon County's website no later than the date the notice of intent to consider the proposed ordinance is advertised (which, per Section 125.66(2)(a), F.S., is at least ten (10) days before the Public Hearing).

Proposed Ordinance's title in full:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; ESTABLISHING A TEMPORARY MORATORIUM FOR A DURATION OF 18 MONTHS PAUSING THE ACCEPTANCE, REVIEW, OR APPROVAL OF APPLICATIONS FOR DEVELOPMENT PERMITS, DEVELOPMENT ORDERS, REZONING, OR SITE PLANS RELATED TO FACILITIES SERVING LARGE LOAD CUSTOMERS, INCLUDING LARGE-SCALE DATA CENTERS, WITHIN UNINCORPORATED LEON COUNTY, FLORIDA; ADOPTING FINDINGS; PROVIDING FOR THE STUDY AND DEVELOPMENT OF APPROPRIATE LAND USE REGULATIONS, INCLUDING COMPREHENSIVE PLAN AMENDMENTS, ADDRESSING SUCH FACILITY USES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Proposed Ordinance Public Hearing Dates: September 15, 2026 & October 13, 2026

Pursuant to Section 125.66(3)(c), F.S., the following types of ordinances are exempt from the BIE requirement. As such, if one or more boxes are checked below, Leon County, Florida, believes that a BIE is not required by state law for the proposed ordinance referenced above. Leon County, Florida, reserves the right to revise this BIE following an initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by a county government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The proposed ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  a. Development orders and development permits, as those terms are defined in Section 163.3164, F.S., and development agreements, as authorized by the

Florida Local Government Development Agreement Act under Sections 163.3220 – 163.3243, F.S.;

b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the County;
c. Sections 190.005 and 190.046, F.S., regarding community development districts;
d. Section 553.73, F.S., relating to the Florida Building Code; or
e. Section 633.202, F.S., relating to the *Florida Fire Prevention Code*.

In accordance with Florida law Leon County, Florida, hereby posts the following BIE information for this proposed Ordinance on its website for public viewing and consideration on this **4th** day of **September, 2026**:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

The proposed ordinance establishes a temporary 18-month moratorium within the unincorporated area of Leon County on the acceptance, review or approval of applications for development permits, development orders, rezoning, or site plans related to large-load customers, including large-scale data centers, as defined in sections 366.043(2)(d) and 373.203(4), F.S., respectively.

The public purpose of the proposed ordinance is to protect the public health, safety, and welfare by allowing the County sufficient time to study, draft, notice, review and adopt appropriate comprehensive plan policies and land development regulations addressing the unique planning infrastructure, compatibility, environmental, water resource, emergency service, and public facility impacts associated with large-load customer facilities and large-scale data centers.

The proposed ordinance is intended as a temporary planning measure. It is not intended to permanently prohibit large load customers or data centers, regulate electric utility rates or tariffs, or regulate matters within the jurisdiction of the Florida Public Service Commission.

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the county, including the following (if any):

a.) Estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted:

The ordinance does not impose operational compliance standards or recurring regulatory compliance costs on existing businesses. The County does not currently have any pending applications or approvals for large-load customer facilities or large-scale data centers. Businesses seeking to establish a large-load customer facility or large-scale data center during the moratorium period may incur delay-related costs, consultant costs, legal costs, engineering costs, design modification costs, or option and contract extension costs. These costs are project-specific and indeterminate as they cannot be reasonably quantified.

b.) Any new charge or fee imposed by the proposed ordinance for which businesses will be financially responsible:

The proposed ordinance does not create a new charge or fee.

c.) Estimate of Leon County's regulatory costs, including estimated revenues from any new charges or fees to cover such costs:

The County will incur staff time and legal review costs associated with administering the moratorium and preparing any necessary comprehensive plan and land development code amendments. These costs are expected to be absorbed through existing staff resources. The ordinance creates no new charge or fee and therefore will not generate new revenue.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed Ordinance:

Based on the scope of the proposed ordinance and the specialized nature and scale of large-load customer facilities and large-scale data centers, the number of directly impacted businesses is expected to be minimal, if any. The ordinance would apply only to businesses seeking County approval for a large-load customer facility or large-scale data center within the unincorporated area of Leon County. The County does not currently have any pending applications for large-load customer facilities or large-scale data centers. Nor has the County approved any applications that meet the definitions for large-load customer facilities or large scale data centers.

4. Additional information Leon County deems necessary (if any):

The moratorium period is 18 months from the effective date of the ordinance, unless earlier terminated by the Board of County Commissioners. The ordinance directs County staff to review and prepare any necessary comprehensive plan and land development code amendments addressing the siting, design, review, compatibility, infrastructure capacity, environmental, water resource, emergency service, and public facility impacts of large load customer facilities and large-scale data centers.

This Business Impact Estimate is based on information available to the County at the time of preparation and is intended to satisfy the requirements of section 125.66(3), Florida Statutes.

Leon County
Board of County Commissioners

Notes for Agenda Item #25

Leon County Board of County Commissioners

Agenda Item #25

October 13, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: First and Only Public Hearing to Consider an Ordinance Amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled Local Provider Participation Fund Non-Ad Valorem Assessment

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

Statement of Issue:

This item requests the Board conduct the first and only public hearing to consider an Ordinance amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled "Local Provider Participation Fund Non-Ad Valorem Assessment", to support local hospital participation in a new managed care quality incentive program.

Fiscal Impact:

This item has a fiscal impact. If the proposed Ordinance and agreement are approved, local hospitals may be eligible for additional Federal Medicaid funding beginning FY 2027 at no cost to the County.

Staff Recommendation:

Option #1: Conduct the first and only public hearing and adopt the proposed Ordinance amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled "Local Provider Participation Fund Non-Ad Valorem Assessment" (Attachment #1).

Report and Discussion

Background:

A public hearing is typically held in September to adopt the new non-ad valorem assessment roll levied on local hospitals for the Local Provider Participation Fund (LPPF). However, this year's assessment rate-setting process will occur later than it has in prior years as the State awaits pending Medicaid waivers that will shape the structure of the upcoming assessment rates. In anticipation of these changes and as requested by representatives of local hospitals, this item seeks Board approval to conduct the first and only public hearing to consider an Ordinance amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida (LCC), entitled "Local Provider Participation Fund Non-Ad Valorem Assessment", to support local hospital participation in a new managed care quality incentive program.

On September 14, 2021, the Board adopted Ordinance No. 2021-14, subsequently codified in Chapter 8, Article VIII, of the LCC, which established the LPPF to support local hospitals that provide health services to Medicaid beneficiaries. By way of background, the LPPF is an optional method of finance for the County to generate and collect local funding used as a match to draw down additional federal Medicaid dollars. The special assessments are levied on each participating hospital based on their annual net patient revenue. These payments are deposited in a separate account and, less administrative costs, the funds can only be used as the non-federal portion of the Medicaid match to allow hospitals to draw down additional federal dollars.

In 2025, Congress approved the One Big Beautiful Bill Act ("OBBBA"), which affected how states can finance Medicaid programs in the future. Providers are charged health care-related fees/assessments that states place on hospitals, nursing homes, and managed care organizations to help finance the State's share of Medicaid costs and draw down federal matching funds. The State of Florida has requested waivers to exempt certain facilities from the provider fees/assessments in 19 local jurisdictions across the state, including Select Specialty Hospital, Eastside Psychiatric Hospital (Apalachee Center), and Encompass Rehabilitation Hospital within Leon County. If the Centers for Medicare & Medicaid (CMS) grants the waivers, the exempt facilities will no longer be subject to the fees and assessments. In the event the Federal government grants the State's requested waivers, the assessment would remain imposed on Tallahassee Memorial Healthcare and HCA Florida Capital Hospital. While the State and CMS continue to negotiate these waivers, local hospitals have requested an amendment to the current LPPF LCC language to prepare for the possible exemptions.

Further, AHCA is advocating for the Legislature to open the door for a new program to reward managed care plans that meet specific health quality, efficiency, and outcome goals, furthering state quality objectives. Managed care plans often partner with hospitals to achieve designated program goals and objectives. In a managed care quality incentive program ("MCO"), benefits flow to partnering hospitals as managed care plans make payments to hospitals for their contribution to program objectives.

In jurisdictions with an LPPF non-ad valorem assessment, the assessment may generate sufficient dollars to provide an intergovernmental transfer for this new MCO program, in addition to the existing Medicaid payment programs already funded by the assessment. To allow for the opportunity to participate in this new MCO program, participating jurisdictions must amend existing ordinances to ensure that funds may be applied toward the MCO incentive program, in addition to the Medicaid payment programs already funded.

Analysis:

In 2021, representatives of local hospitals requested that the County establish a special assessment program to leverage additional federal Medicaid funding. Leon County has levied this assessment annually to fund Medicaid payments for hospitals who provide services to low income and Medicaid eligible patients. Hospitals pay the assessments to the County, and the County remits the funds to the State to qualify for the federal match. The State of Florida is now seeking waivers from the federal government to exempt certain facilities from the provider assessments in l9 local jurisdictions, including within Leon County. The local hospitals participating in the LPPF program have requested the County alter the existing language in the LCC to prepare for possible exemptions and for the MCO. The proposed amendment language addresses the exemption of waiver facilities, the new quality incentive program, and identifies the authorized purposes and programs qualifying under the program, consistent with federal changes implemented through the OBBBA.

Local hospitals not included in the State of Florida's waiver request remain supportive of the assessment and will be asked to execute a release of liability in favor of the County so the assessment obligation will continue to apply. Representatives of the local hospitals also recommend the County revise the LCC, through the proposed Ordinance to include an option for the County to recoup fees and costs associated with the defense of any claims against the County arising out the LPPF. At least one other jurisdiction, Osceola County, includes similar language.

This public hearing has been noticed and advertised online (Attachment #2). Additionally, a business impact estimate (BIE) was prepared and posted ten days prior to the public hearing, as required by Florida Statutes (Attachment #3). As reflected in the BIE, the proposed Ordinance is anticipated to have a positive financial impact to local hospitals.

Options:

1. Conduct the first and only public hearing and adopt the proposed Ordinance amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled "Local Provider Participation Fund Non-Ad Valorem Assessment" (Attachment #1).
2. Conduct the first and only public hearing and do not adopt the proposed Ordinance amending Chapter 8, Article VIII, of the Code of Laws of Leon County, Florida, entitled "Local Provider Participation Fund Non-Ad Valorem Assessment."
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Proposed Ordinance
2. Public Hearing Notice
3. Business Impact Estimate

LEON COUNTY ORDINANCE NO. 2026-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 8, ARTICLE VIII OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; PROVIDING FOR THE ESTABLISHMENT OF A NON-AD VALOREM ASSESSMENT FOR THE DIRECTED PAYMENT PROGRAM AND OTHER MANAGED CARE QUALITY INCENTIVE PROGRAMS OR ARRANGEMENTS FOR INPATIENT AND OUTPATIENT SERVICES TO MEDICAID MANAGED CARE ENROLLEES; AMENDING SECTION 8-201, ENTITLED "DEFINITIONS"; AMENDING SECTION 8-202, ENTITLED "PURPOSE OF ASSESSMENT"; AMENDING SECTION 8-205, ENTITLED "SCOPE OF ASSESSSMENT"; AMENDING SECTION 8-206, ENTITLED "COMPUTATION OF ASSESSMENT"; ADDING SECTION 8-217, ENTITLED "SUPPORT AND AGREEMENT"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the private for-profit and not-for-profit hospitals in Leon County (the "Hospitals") annually provide millions of dollars of uncompensated care to persons who qualify for Medicaid because Medicaid typically covers only about 60% of the costs of the health care services actually provided by Hospitals to Medicaid-eligible persons, leaving Hospitals with significant uncompensated costs ("Medicaid shortfall"); and

WHEREAS, the Medicaid Hospital Directed Payment Program is a federally approved program administered by the Florida Agency for Health Care Administration (AHCA) that provides supplemental funding for hospitals that provide inpatient and outpatient services to Medicaid managed care enrollees; and

WHEREAS, the managed care quality incentive program is a program authorized by the State of Florida legislature that provides incentives for achieving performance measures tied to the State Managed Care Quality Strategy; and

WHEREAS, AHCA has received federal approval from the Centers for Medicare and Medicaid Services (CMS) to establish the Medicaid Hospital Directed Payment Program to provide additional value for Medicaid services and improve quality of care provided to Florida's Medicaid population; and

WHEREAS, AHCA now seeks to establish a managed care quality incentive program to further support improvements in health care quality, efficiency, and outcomes; and

WHEREAS, the only properties to be assessed are certain real property sites of the Hospitals' licensed facilities; and

WHEREAS, Leon County, Florida (the "County"), recognizes that one or more of the Hospitals' licensed facilities within the County's boundaries may be located upon real property leased from governmental entities and that such Hospitals may be assessed. Florida case law does not distinguish the application of special assessments based on "property interests," but rather on the distinction of the classifications of real property being assessed; and

WHEREAS, the funding raised by the County special assessment will support, through IGTs consistent with federal guidelines, additional funding for Medicaid payments and improve the quality of services rendered; and

WHEREAS, the County acknowledges that the Hospital properties assessed will benefit directly and especially from the special assessment as a result of the additional funding; and

WHEREAS, the County has determined that a logical relationship exists between the Medicaid services provided by the Hospitals, which will be supported by the special assessment, and the special and particular benefit to the real property of the Hospitals; and

WHEREAS, the County has an interest in promoting access to health care for its low-income and under-insured residents; and

WHEREAS, leveraging additional federal support through the IGTs to fund payments for health care services provided to Medicaid eligible persons directly and specifically benefits the Hospitals' properties and supports the Hospitals' continued ability to provide those services; and

WHEREAS, imposing a special assessment limited to those Hospital properties to help fund the provision of Medicaid services and the achievement of certain quality standards by the Hospitals to residents of the County is a valid public purpose that benefits the health, safety, and welfare of the citizens of the County; and

WHEREAS, the special assessment ensures the financial stability and viability of the Hospitals providing such Medicaid services; and

WHEREAS, the Hospitals are important contributors to the County's economy, and the financial benefit directly and specifically supports their mission, as well as their ability to grow, expand, and maintain their facilities in concert with the population growth in the jurisdiction of the County; and

WHEREAS, the County finds the special assessment will enhance the Hospitals' ability to grow, expand, maintain, improve, and increase the value of their properties and facilities under all present circumstances and those of the foreseeable future; and

WHEREAS, the County is proposing a properly apportioned special assessment by which Hospitals will be assessed a uniform rate that is compliant with 42 C.F.R. § 433.68(d); and

WHEREAS, the County adopts this Ordinance revising Chapter 8, Article VIII, Code of Laws of Leon County, Florida (LCC) that enables the County to levy a non-ad valorem assessment, which is fairly and reasonably apportioned among certain Hospitals' properties within the County's jurisdictional limits, to establish and maintain a system of funding for IGTs to support the non-federal share of Medicaid payments that will directly and specially benefit Hospital properties; and

WHEREAS, the County adopts this Ordinance to revise Chapter 8, Article VIII, Sections 8-201, "Definitions"; 8-202, "Purpose of Assessment"; 8-205, "Scope of Assessment"; and 8-206, "Computation of Assessment", and to add Section 8-217, "Support and Agreement", LCC, at the request of the Hospitals and as set forth below.

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

Section 1. Amendments to Code.

Section 8-201 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

Sec. 8-201. Definitions

When used in this article, the following terms shall have the following meanings, unless the context clearly requires otherwise:

Annual Final Assessment Resolution means the resolution imposing an Assessment and memorializing the final rate for the non-ad valorem assessment applicable for the Fiscal Year.

Assessed Property(ies) means all parcels of land subject to the Assessment which an Institutional Health Care Provider holds a right of possession and right of use, either through fee ownership or leasehold interest, and which receives a special benefit from the ~~directed payment in an amount up to the uncompensated~~ Medicaid ~~costs~~ Payments.

Assessment means the non-ad valorem assessment imposed by the County on the Assessed Property(ies) located in the County limits to fund the non-federal share of Medicaid and Medicaid managed care payments directed to hospitals providing Local Services in the County and managed care quality incentive payments tied to achievement of performance metrics, as defined by AHCA.

Assessment Resolution means the resolution described in section 8-207 of this article.

Board means the Leon County Board of County Commissioners.

Comptroller means the Leon County Clerk of Circuit Court and Comptroller, ex officio Clerk to the Board, or other such person as may be duly authorized to act on such person's behalf.

County means Leon County, Florida.

Fiscal Year means the period commencing on October 1 of each year and continuing through the next succeeding September 30, or such other period as may be prescribed by law as the fiscal year for the County.

Institutional Health Care Provider(s) means a private for-profit or not-for-profit entity licensed by the State of Florida, Agency for Health Care Administration ("AHCA") under Part I, chapter 395, Florida Statutes, to operate a hospital, unless the Centers for Medicare and Medicaid Services (CMS) exempts the hospital through an approved or pending health care assessment ~~tax~~ waiver.

Local Services means the provision of inpatient and outpatient hospital services to Medicaid, indigent, and uninsured members of the Leon County community.

Medicaid Hospital Directed Payment Program means the funding program administered by the Florida Agency for Health Care Administration (AHCA), this program provides supplemental funding for hospitals that provide inpatient and outpatient services to Medicaid managed care enrollees.

Medicaid Payments mean funding received through the Medicaid Hospital Directed Payment Program, and any other supplemental or managed care quality incentive program or arrangement authorized by CMS and expressly designated in an Assessment Resolution as described in section 8-207 of this article.

Non-Ad Valorem Assessment Roll means the assessment roll prepared by the County.

Section 8-202 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

Sec. 8-202. Purpose of Assessment.

The Assessment authorized by this article shall be imposed, levied, collected, and enforced against Assessed Properties located within the County. Proceeds from the Assessment shall be used to benefit Assessed Properties through ~~enhanced~~ Medicaid Ppayments for Local Services. When imposed, the Assessment shall constitute a lien upon the Assessed Properties equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments. Failure to pay an Assessment may cause a lien to be filed against the Assessed Property or the commencement of foreclosure proceedings which could result in loss of title. The Assessment shall be computed and assessed only in the manner provided in this article.

Section 8-205 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

Sec. 8-205. Scope of Assessment.

(a) Pursuant to F.S. § 125.01, there is hereby created an Assessment that shall be imposed, levied, collected, and enforced against Assessed Property to fund the non-federal share of Medicaid Ppayments benefitting Assessed Properties providing Local Services in the County.

(b) Funds generated as a result of the Assessment shall be held in a separate account called the local provider participation fund and shall be available to be used only to:

(1) provide to the State of Florida, Agency for Health Care Administration, the non-federal share for Medicaid Ppayments to be made directly or indirectly in support of Institutional Health Care Providers serving Medicaid beneficiaries; and

(2) reimburse the County for administrative costs associated with the implementation of the Assessment authorized by this article, as further specified in the Assessment Resolution.

(c) The Assessment will comport with federal and state requirements for health care-related assessments ~~be broad-based, and the amount of the Assessment shall be uniformly imposed on each Assessed Property~~. The Assessment may not hold harmless any Institutional Health Care Provider, as required under 42 U.S.C. § 1396b(w). As set forth in section 8-202, the Assessment shall constitute a lien upon the Assessed Properties equal in rank and dignity with the liens of all state, county, district, or municipal taxes and other non-ad valorem assessments.

(d) The Assessment shall be imposed, levied, collected, and enforced against only Assessed Properties, and the Assessment Resolution shall provide that the County's administrative costs shall be reimbursed from the collected amounts.

(e) The imposition, levy, collection and enforcement of the Assessment is conditioned upon the federal Centers for Medicaid and Medicare Services' (CMS) approval of the Medicaid Hospital Directed Payment Program and any other supplemental or managed care quality incentive program, as applicable, and authorization of the Florida Legislature, as may be required from time to time by law.

Section 8-206 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

Sec. 8-206. Computation of Assessment.

(a) The annual Assessment shall be specified for each Assessed Property. The Board shall set the Assessment in amounts that, in the aggregate, will generate sufficient revenue to fund the non-federal share of Medicaid P~~p~~ayments associated with Local Services to be funded by the Assessment.

(b) The amount of the Assessment required of each Assessed Property may not exceed an amount that, when added to the amount of other required assessments, exceeds the maximum percent of the aggregate net patient revenue of all assessed Institutional Health Care Providers in the ~~County~~ State permitted by 42 C.F.R. § 433.68(f)(3)(i)(A). Assessments for each Assessed Property will be derived from data contained in respective Institutional Health Care Provider's cost reports and/or the Florida Hospital Uniform Reporting System, as available from the AHCA.

Section 8-217 of the Code of Laws of Leon County, Florida, is hereby added to read as follows:

Sec. 8-217. Support and Agreement.

The Institutional Health Care Providers that are subject to this article have requested adoption of this article and have given assurances to the County that the objectives and procedures addressed in this article are proper and lawful. The Institutional Health Care Providers that are the subject of this article acknowledge that the assessment will not result in any additional pecuniary obligation on the County, Board, or County residents, and accordingly acknowledge that, notwithstanding section 8-

205(c), administrative fee funds, including, if necessary, amounts in excess of the otherwise applicable limit contained in section 8-205(c), may be used to cover the costs of administering the assessment, including for expenses incurred in any original proceedings, appeals, or any proceeding before any administrative body or tribunal, and any and all costs and attorneys or expert fees associated with the defense of such claims, that arise in the event that the objectives and procedures of this article are challenged by any person, entity, or government agency.

Section 2. Conflicts.

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

Section 3. Severability.

If any word, phrase, clause, section, or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4. Effective Date.

This ordinance shall take effect upon being filed with the Florida Department of State.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this _____ day of _____, 20____.

LEON COUNTY, FLORIDA

By:_____
Christian Caban, Chairman
Board of County Commissioners

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

By:_____

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

By:_____

NOTICE OF PUBLIC HEARING
NOTICE OF PROPOSED ORDINANCE AMENDING CHAPTER 8, ARTICLE VIII OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA

Notice is hereby given that the Board of County Commissioners of Leon County, Florida, will conduct a public hearing on Tuesday, October 13, 2026, at 6:00 p.m., or as soon thereafter as such matter may be heard, in the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 8, ARTICLE VIII OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; PROVIDING FOR THE ESTABLISHMENT OF A NON-AD VALOREM ASSESSMENT FOR THE DIRECTED PAYMENT PROGRAM AND OTHER MANAGED CARE QUALITY INCENTIVE PROGRAMS OR ARRANGEMENTS FOR INPATIENT AND OUTPATIENT SERVICES TO MEDICAID MANAGED CARE ENROLLEES; AMENDING SECTION 8-201, ENTITLED "DEFINITIONS"; AMENDING SECTION 8-202, ENTITLED "PURPOSE OF ASSESSMENT"; AMENDING SECTION 8-205, ENTITLED "SCOPE OF ASSESSSMENT"; AMENDING SECTION 8-206, ENTITLED "COMPUTATION OF ASSESSMENT"; ADDING SECTION 8-217, ENTITLED "SUPPORT AND AGREEMENT"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.

Leon County will also broadcast the public hearing on Comcast channel 16, the Leon County Florida channel on Roku, and the County's Facebook page (https://www.facebook.com/LeonCountyFL/), YouTube channel (https://www.youtube.com/user/LeonCountyFL), and website (www.LeonCountyFL.gov).

All interested parties are invited to present their comments at the public hearing at the time and place set out above.

Interested parties may also provide virtual real-time public comments during the public hearing. After the Board of County Commissioner's agenda is posted online, interested parties wishing to provide virtual real-time public comments must complete and submit the registration form provided at https://www2.leoncountyfl.gov/coadmin/agenda/ by 8:00 p.m. on Monday, October 12, 2026. Following submittal of the registration form, further instructions for participating in the meeting will be provided. Persons needing assistance with registering or providing real-time comments may contact County Administration via telephone at (850) 606-5300. Please note that Board of County Commissioners Policy 01-05, Article IX., Section E., entitled "Addressing the Board," and Article IX., Section F., entitled "Decorum," shall remain in full force and effect.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact, on behalf of the Chairman, Mathieu Cavell at Leon County 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.

Copies of the Ordinance may be inspected as part of the agenda package on the County's website (https://www2.leoncountyfl.gov/coadmin/agenda/). To receive copies of the Ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration at (850) 606-5300.

Advertise: October 2, 2026

LEON COUNTY GOVERNMENT
People Focused. Performance Driven.

Business Impact Estimate

In accordance with Section 125.66(3)(a), Florida Statutes (F.S.), a Business Impact Estimate (BIE) is required to be: 1) prepared before enacting certain ordinances and 2) posted on Leon County's website no later than the date the notice of intent to consider the proposed ordinance is advertised (which, per Section 125.66(2)(a), F.S., is at least ten (10) days before the Public Hearing).

Proposed Ordinance's title in full: **AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 8, ARTICLE VIII OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; PROVIDING FOR THE ESTABLISHMENT OF A NON-AD VALOREM ASSESSMENT FOR THE DIRECTED PAYMENT PROGRAM AND OTHER MANGED CARE QUALITY INCENTIVE PROGRAMS OR ARRANGEMENTS FOR INPATIENT AND OUTPATIENT SERICES TO MEDICAID MANAGED CARE ENROLLEES; AMENDING SECTION 8-201, ENTITLED "DEFINITIONS"; AMENDING SECTION 8-202, ENTITLED "PURPOSE OF ASSESSMENT"; AMENDING SECTION 8-205, ENTITLED "SCOPE OF ASSESSSMENT"; AMENDING SECTION 8-206, ENTITLED "COMPUTATION OF ASSESSMENT"; ADDING SECTION 8-217, ENTITLED "SUPPORT AND AGREEMENT"; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Proposed Ordinance Public Hearing Date: **October 13, 2026**

Pursuant to Section 125.66(3)(c), F.S., the following types of ordinances are exempt from the BIE requirement. As such, if one or more boxes are checked below, Leon County, Florida, believes that a BIE is not required by state law for the proposed ordinance referenced above. Leon County, Florida, reserves the right to revise this BIE following an initial posting.

☐ The proposed ordinance is required for compliance with Federal or State law or regulation;

☐ The proposed ordinance relates to the issuance or refinancing of debt;

☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by a county government;

☐ The proposed ordinance is an emergency ordinance;

☐ The proposed ordinance relates to procurement; or

☐ The proposed ordinance is enacted to implement the following:

a. Development orders and development permits, as those terms are defined in Section 163.3164, F.S., and development agreements, as authorized by the Florida Local Government Development Agreement Act under Sections 163.3220 – 163.3243, F.S.;

b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the County;
c. Sections 190.005 and 190.046, F.S., regarding community development districts;
d. Section 553.73, F.S., relating to the Florida Building Code; or
e. Section 633.202, F.S., relating to the *Florida Fire Prevention Code*.

In accordance with Florida law Leon County, Florida, hereby posts the following BIE information for this proposed Ordinance on its website for public viewing and consideration on this **2nd day of October, 2026**:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare): **The proposed ordinance amends the County's local provider participation program to address possible waiver exemptions for certain medical facilities and to authorize the use of the non-ad valorem special assessment proceeds for participation in a managed care quality incentive program. If the proposed ordinance is approved, additional Federal Medicaid funding would potentially be paid to local hospitals beginning FY 2027 and would not require any County funding.**

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the county, including the following (if any):

a.) Estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted: **The ordinance authorizes Leon County to annually impose a uniform non-ad valorem special assessment on participating hospitals based on their annual net patient revenue to fund the nonfederal share of certain Medicaid supplemental payment programs administered by the State of Florida. The amount of the assessment will be established annually by resolution of the Board of County Commissioners and may vary from year to year.**

b.) Any new charge or fee imposed by the proposed ordinance for which businesses will be financially responsible: **The ordinance authorizes Leon County to annually impose a uniform non-ad valorem special assessment on participating hospitals based on their annual net patient revenue to fund the nonfederal share of certain Medicaid supplemental payment programs administered by the State of Florida. The amount of the assessment will be established annually by resolution of the Board of County Commissioners and may vary from year to year.**

c.) Estimate of Leon County's regulatory costs, including estimated revenues from any new charges or fees to cover such costs: **To offset administrative costs associated with implementation of the program, the County may use proceeds from the Local Provider Participation Fund to reimburse administrative costs associated with program implementation. The administrative costs may vary from year to year.**

3. Good faith estimate of the number of businesses likely to be impacted by the proposed Ordinance: **Five local hospitals are impacted by the proposed ordinance.**

4. Additional information Leon County deems necessary (if any): **N/A**