Board of County Commissioners
Leon County, Florida

Date: December 17, 2024

To: Board of County Commissioners

From: Vincent S. Long, County Administrator

Subject: Follow-up to County Commission Regular Meeting of December 10, 2024

The meeting was held in the Leon County Courthouse, County Commission Chambers, Fifth Floor, located at 301 S. Monroe Street, Tallahassee, Florida 32301.

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

Citizens wishing to provide input on any item(s) on the published agenda (or a non-agenda subject) for the meeting could 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 have registered by 8:00 p.m. on the day before the meeting to provide County staff sufficient time to provide instructions to citizens for comment during the meeting. Anyone needing assistance with registration may contact County Administration at 850-606-5300.

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

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation by Reverend Dr. Kim Buchanan, Pastor, United Church in Tallahassee

Pledge of Allegiance by Commissioner O'Keefe

AWARDS AND PRESENTATIONS

- Proclamation Recognizing Riccardo's Restaurant Celebrating 25 Years of Business in Leon County
  (Commissioner Minor)
- Proclamation Recognizing Montford Middle School's Football Team as District Champions
  (Chairman Welch)
- Florida City/County Management Association's Recognition of Leon County Government's 25th Anniversary in the Professional Management Matters Program
  (Mark Ryan, representing the Florida City/County Management Association Board of Directors)
- Presentation of $150,000 Donation from the Friends of the Leon County Public Library
  (Lisa Harvey, President, Friends of the Leon County Public Library)

- Presentation of the Tallahassee – Leon County Commission on the Status of Women & Girls Annual Report
  (Stephanie Shumate, Director, Tallahassee – Leon County Commission on the Status of Women & Girls)

- Presentation of the CareerSource Capital Region Annual Report
  (Jim McShane, Executive Director, CareerSource Capital Region)

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 in-person comment:

- Mr. Stanley Sims commented on the lack of pedestrian safety in the community. He suggested that the County review the sidewalk requirements around large developments in order to prevent future incidents.

CONSENT

ACTION TAKEN: Commissioner Caban moved, seconded by Commissioner Cummings, to approve the Consent Agenda with the exception of items #9, #14, and #15 that were pulled for discussion.

The motion passed 7 – 0.

1. Minutes: October 8, 2024 Regular Meeting, October 22, 2024 State and Federal Legislative Priorities Workshop, and October 22, 2024 Leon County Purchasing Policy Workshop
   (Clerk of Court)

   The Board approved Option #1: Approve the minutes of October 8, 2024 Regular Meeting, October 22, 2024 State and Federal Legislative Priorities Workshop, and October 22, 2024 Leon County's Purchasing Policy Workshop.

2. Payment of Bills and Vouchers
   (County Administrator / Office of Management & Budget)

   The Board approved Option #1: Approve the payment of bills and vouchers submitted for December 10, 2024, and the pre-approval of payment of bills and vouchers for the period of December 11, 2024, through January 27, 2025.

3. Fiscal Year 2024 Carry Forward Adjustments
   (County Administrator / Office of Management & Budget)

   The Board approved Option #1: Approve the carry forward adjustments of FY 2024 appropriations to the FY 2025 budget by approving the Resolution and associated Budget Amendment (Attachment #1).

4. Individual Commissioner Appointments to the Library Advisory Board
   (County Administrator / Administration)

   The Board approved Option #1: Ratify Commissioner Proctor's reappointment of Warren Webster Davis to the Library Advisory Board for a two-year term ending December 31, 2026;

   Option #2: Ratify Commissioner Maddox's reappointment of Erin Ballas to the Library Advisory Board for a two-year term ending December 31, 2026; and

Option #3: Ratify Commissioner O'Keefe's appointment of Kimberly Davis Windham to the Library Advisory Board for a two-year term ending December 31, 2026.

Staff: Administration – Lisa Davis

5. Acceptance of $150,000 Donation from the Friends of the Leon County Public Library
(County Administrator / Library Services)

The Board approved Option #1: Accept the $150,000 donation from the Friends of the Leon County Public Library, Inc., and approve the Resolution and associated Budget Amendment (Attachment #1).

6. 2025 Citizen Engagement Series, Club of Honest Citizens, and To the Village Square, Inc., Events
(County Administrator / Community and Media Relations)

The Board approved Option #1: Approve the proposed events for the 2025 Citizen Engagement Series, Club of Honest Citizens, and To the Village Square, Inc. events.

7. Approve the Designation of the County as the Willing Manager for the Bannerman Road Trail Project in support of a Florida Department of Transportation Grant Application
(County Administrator / Planning Land Management & Community Enhancement)

The Board approved Option #1: Approve the designation of the County as the Willing Manager for the FDOT SUN Trail grant application for the Bannerman Road Trail Project and authorize the County Administrator to execute the Certification of Willing Manager for trail maintenance (Attachment #1), subject to legal review by the County Attorney.

8. Approval of an Agreement with the American Public Works Association for Reaccreditation
(County Administrator / Public Works)

The Board approved Option #1: Approve the Reaccreditation Agreement with the American Public Works Association (Attachment #1), subject to legal review by the County Attorney, and authorize the County Administrator to execute any and all documents associated with Reaccreditation.

9. PULLED – Amendment to the Florida Department of Environmental Protection Springs Restoration Grant for the Advanced Septic Systems Pilot Project
(County Administrator / Public Works)

10. Agreement for Stormwater Monitoring with the Northwest Florida Water Management District
(County Administrator / Public Works)

The Board approved Option #1: Approve the Agreement for Stormwater Monitoring with the Northwest Florida Water Management District (Attachment #1), and authorize the County Administrator to execute the Agreement, and any amendments thereto, subject to legal review by the County Attorney.

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

11. Fiscal Year 2025 Insurance Coverage Renewals
(County Administrator / Office of Management and Budget)

The Board approved Option #1: Approve the FY 2025 insurance coverages and authorize the County Administrator to place insurance coverages for Property and Excess Workers' Compensation, and General Liability as specified in Renewal Option 1 (Attachment #1):

- **Property and Flood Insurance: Zurich American Insurance Company, $1,086,415 with flood insurance; and Wright National Flood Insurance Company, $2,768 for Woodville**

Community Center and Branch Library, which has a small portion of the parcel within a FEMA mapped flood zone.

- **Inland and Marine Insurance: XL Specialty Insurance Company, $115,800.**
- **General Liability (including Public Official, Employment Practices Liability, Excess Liability, Auto and Medical Malpractice): The Phoenix Insurance Company, $1,094,405 and Lloyds of London, $10,526.**
- **Excess Workers' Compensation: Florida Municipal Insurance Trust: $334,653.**
- **Cyber Security Insurance: Chubb, ACE American Insurance Company.**
- **As the broker of record, authorize Brown & Brown to place Pollution, Accidental Death & Dismemberment, Aviation, Crime and Drone liability coverages, $184,974.**

12. Approval of Agreement for Security Guard Services
(County Administrator / Office of Resource Stewardship)

The Board approved Option #1: Approve the Agreement with Barkley Security Agency, Inc. for private security guard services utilizing a cooperative purchasing process from a State of Florida Term Contract (No. 92121500-24-STC), and authorize the County Administrator to execute the Agreement (Attachment #1), and any amendments thereto, subject to legal review by the County Attorney.

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

13. Tallahassee – Leon County Commission on the Status of Women & Girls Annual Report
(County Administrator / Administration)

The Board approved Option #1: Accept the Tallahassee-Leon County Commission on the Status of Women and Girls 2024 Annual Report (Attachment #1).

14. PULLED – 2024 Annual Affordable Housing Advisory Committee Report of Recommendations
(County Administrator / Human Services & Community Partnerships)

15. PULLED – Status Report on Transitional Housing in Leon County
(County Administrator / Human Services & Community Partnerships)

16. Status Report on Illegal Dumping in Leon County
(County Administrator / Development, Support & Environmental Management)

The Board approved Option #1: Accept the status report on illegal dumping in Leon County.

17. November 2024 Quarterly Economic Dashboard Report
(County Administrator / Office of Economic Vitality)

The Board approved Option #1: Accept the November 2024 Quarterly Economic Dashboard Report (Attachment #1).

18. CareerSource Capital Region Annual Report and Approval of Interlocal Agreement
(County Administrator / Office of Economic Vitality)

The Board approved Option #1: Approve the Interlocal Agreement between Leon, Gadsden, Jefferson, and Wakulla Counties and the Big Bend Jobs & Education Council, Inc. d/b/a CareerSource Capital Region through June 30, 2028 (Attachment #1).

CONSENT ITEMS PULLED FOR DISCUSSION

9. Amendment to the Florida Department of Environmental Protection Springs Restoration Grant for the Advanced Septic Systems Pilot Project
(County Administrator / Public Works)

- Pulled from Consent by Commissioner Proctor
- Commissioner Proctor asked for additional information on the extension timeline proposed.
- County Administrator Long responded that this has been a successful program with 78 systems already converted. The request for extension of time is to spend the remaining funds to convert two additional systems.
- Ms. Anna Padilla, Stormwater Management Coordinator with the Public Works Department, confirmed the remaining two properties awaiting conversion.

Commissioner Maddox moved, seconded by Commissioner O'Keefe, to approve Option #1: Approve the Amendment to the Florida Department of Environmental Protection Standard Grant Agreement for the Advanced Septic Systems Pilot Project (Attachment #1), and authorize the County Administrator to execute the grant amendment, including any future modifications, subject to final legal review by the County Attorney.

The motion passed 7 - 0.

14. 2024 Annual Affordable Housing Advisory Committee Report of Recommendations
(County Administrator / Human Services & Community Partnerships)

- Pulled from Consent by Commissioner Proctor.
- Commissioner Proctor noted the need for a process to assist individuals with permitting issues that arise.

Commissioner O'Keefe moved, seconded by Commissioner Minor, to approve Option #1: Accept the 2024 Annual Affordable Housing Advisory Committee Report of Recommendations (Attachment #1); and

Option #2: Adopt the Resolution approving the proposed revisions to FY 2024 – 2026 Leon County State Housing Initiatives Partnership Local Housing Assistance Plan (Attachment #2).

The motion passed 7 - 0.

15. Status Report on Transitional Housing in Leon County
(County Administrator / Human Services & Community Partnerships)

- Pulled from Consent by Commissioner O'Keefe.
- The following speaker provided in-person comments:
  - Ms. Karen Woodall thanked staff for meeting with stakeholders on this topic.
- Commissioner O'Keefe asked if there is a specific number of beds needed for transitional housing that will accommodate all those in the community who need this service. He looks forward to additional actions that can be implemented in order to make progress on transitional housing opportunities in this community.
- Mr. Shington Lamy, Assistant County Administrator, responded that transitional housing providers regularly address needs and waitlists for populations such as youth who are aging out of foster care

and victims of domestic violence, which have been identified as the highest transitional housing needs by the Big Bend Continuum of Care (CoC). There is not a specific number of needed beds for transitional housing, but the organizations that manage existing transitional housing in Leon County coordinate with the CoC on a regular basis to evaluate the availability of this type of service compared to the needs in the community.

- Commissioner Proctor noted the value that is added to a community when there are options for individuals who require affordable housing to keep those individuals from becoming homeless.
- Commissioner Maddox noted that the options for transitional housing in Leon County need to take into account the specific weather systems that can affect structures and ensure the safety of all users who would be participating in this program.

Commissioner O'Keefe moved, seconded by Commissioner Maddox, to approve Option #1: Accept the status report on transitional housing in Leon County.

The motion passed 7 - 0.

GENERAL BUSINESS

19. After-Action Report on Leon County's Preparation, Response, and Recovery Efforts Related to Hurricane Helene; Revisions to Policy No. 24-1, Grant Application Approval Process"; and Ratification of Disaster Funding Agreements with the Florida Division of Emergency Management
(County Administrator / Emergency Management)

- Commissioner O'Keefe recognized staff for their incredible work before, during, and after weather related events that impact Leon County.
- Commissioner Cummings thanked all the partners involved in communicating with citizens regarding weather events in the area. She asked if there is any potential for federal grants to help local governments transition from overhead powerlines to underground powerlines.
- County Administrator Long responded that County and City staff work together to complete vulnerability assessments on a regular basis. He then noted that any applications for federal grant funding would need to be completed by the utility company responsible for those particular powerlines.

Commissioner Caban moved, seconded by Commissioner Cummings, to approve Option #1: Accept the after-action report on Leon County's preparation, response, and recovery efforts related to Hurricane Helene;

Option #2: Adopt the proposed revisions to Policy No. 24-1, "Grant Application Approval Process" (Attachment #1); and

Option #3: Ratify the execution of Disaster Funding Agreements (Attachments #2 and #3) with the Florida Division of Emergency Management to receive Federal Emergency Management Agency reimbursement for recent Presidentially Declared Disasters.

The motion passed 7 - 0.

Staff: Administration – Lisa Davis

20. Approval to Award Fiscal Year 2025 – Fiscal Year 2027 Tourism Legacy Event Grant Funding
(County Administrator / Tourism)

- Commissioner Maddox asked Tourism staff to think about how Leon County can become more competitive with other large cities to bring larger concerts and events to the area.
- Ms. Kerri Post, Director of the Division of Tourism, responded that it is mostly a venue based decision on whether large events come to the Tallahassee area. She noted the potential for Florida State University's Doak Campbell Stadium to host larger events in the future, but they are currently undergoing a major renovation.
- Commissioner Cummings commended staff for the great work scheduling all the events to commemorate and celebrate the Bicentennial over the past year.
- Commissioner Proctor asked for information on the close out event for the Bicentennial celebration.
- Ms. Post responded that Leon County's Bicentennial is December 29th, and the final celebration event is scheduled for New Year's Eve at the Adderley Amphitheater.

Commissioner Minor moved, seconded by Commissioner O'Keefe, to approve Option #1: Approve awarding three-year Agreements (FY 2025 – FY 2027) to the following Legacy Event Grant applicants and authorize the County Administrator to execute the Agreements, and any amendments thereto, subject to legal review by the County Attorney:

a) Springtime Tallahassee Festival: FY 2025 $110,000; FY 2026 $110,000; FY 2027 $110,000

b) LeMoyne's Chain of Parks Art Festival: FY 2025 $100,000; FY 2026 $110,000; FY 2027 $110,000

c) Market Days: FY 2025 $100,000; FY 2026 $110,000; FY 2027 $110,000

d) ASG Capital Cup: FY 2025 $50,000; FY 2026 $55,000; FY 2027 $60,000

e) Florida State Invitational-Tottenham: FY 2025 $60,000; FY 2026 $70,000; FY 2027 $80,000.

The motion passed 7 - 0.

Staff: Division of Tourism – Kerri Post

21. Appointment of Commissioners to Authorities, Boards, Committees, and/or Councils
(County Administrator / County Administration)

- Commissioner O'Keefe suggested that rotating Commissioners could provide several benefits.
- Chairman Welch responded that it would be more systematic to ask the current appointed Commissioner if they wish to be reappointed, then other interested Commissioners can offer their interest in serving for consideration by the Board.

Commissioner Caban moved, seconded by Commissioner Minor, to approve Option #1: Reappoint Commissioner Maddox to the Affordable Housing Advisory Committee for a two-year term ending December 31, 2026.

The motion passed 7 - 0.

Commissioner Maddox moved, seconded by Commissioner Cummings, to approve Option #2: Reappoint Commissioner Minor to the Apalachee Regional Planning Council for a two-year term ending December 31, 2026.

The motion passed 7 - 0.

Commissioner Cummings moved, seconded by Commissioner Caban, to approve Option #3: Reappoint Commissioner O'Keefe to the Canopy Roads Citizens Committee for a two-year term ending December 31, 2026.

The motion passed 7 - 0.

Commissioner Proctor moved, seconded by Commissioner Minor, to approve Option #4: Reappoint Commissioner Cummings to the Children's Services Council for a four-year term ending December 31, 2028.

The motion passed 7 - 0.

Commissioner Caban moved, seconded by Commissioner Minor, to approve Option #5: Reappoint Commissioner Minor to the Leon County Research and Development Authority by Resolution (Attachment #1), for a four-year term ending December 31, 2028.

The motion passed 7 - 0.

Staff: Administration – Lisa Davis

22. Full Board Appointments to the Audit Advisory Committee, Canopy Roads Citizens Committee, and the Joint City/County Bicycling Workgroup
(County Administrator / Administration)

Commissioner O'Keefe moved, seconded by Commissioner Proctor, to approve Option #1: Appoint two citizens, Jeffrey Caines and Valerie Peacock, to the Audit Advisory Committee for two-year terms ending on December 31, 2026.

The motion passed 7 - 0.

Commissioner Cummings moved, seconded by Commissioner Minor, to approve Option #2: Appoint two citizens, Raymond Hernandez and Austin Moser, to the Canopy Road Citizens Committee for the remainder of three-year terms ending on October 31, 2027.

The motion passed 7 – 0.

Commissioner O'Keefe moved, seconded by Commissioner Cummings, to approve Option #3: Reappoint three citizens, Justin Pogge, Eric Draper, and Robert Feuerstein, to the Joint City/County Bicycling Workgroup for three-year terms ending December 31, 2027.

The motion passed 7 – 0.

Commissioner Cummings moved, seconded by Commissioner O'Keefe, to approve Option #4: Appoint one citizen, Marcia Meale, to the Joint City/County Bicycling Workgroup for the remainder of a three-year term ending December 31, 2026.

The motion passed 7 - 0.

Staff: Administration – Lisa Davis

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

23. First and Only Public Hearing to Consider an Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Manufactured Home and Single-Family Detached Residential (R-5) and Light Industrial (M-1) Zoning Districts to the Medium Density Residential (MR-1) Zoning District for 9.04 Acres Located at 112 and 116 Horseman Association Road
(County Administration / Planning)

Commissioner Cummings moved, seconded by Commissioner O'Keefe, to approve Option #1: Conduct the first and only public hearing and adopt the proposed Ordinance amending the Official Zoning Map to change the zoning classification from the Manufactured Home and Single-Family Detached Residential (R-5) and Light Industrial (M-1) zoning districts to the Medium Density Residential (MR-1) zoning district, based on the findings of fact and conclusions of law of the Planning Commission, this report, and any evidence submitted at the hearing hereon.

The motion passed 7 - 0.

24. First and Only Public Hearing to Consider Adopting a Resolution of Intent to Utilize the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the Purpose of Collecting the Full Amount of all Charges Related to Sewer Service Imposed on Certain Real Property Located on Woodville Highway and Lewis Boulevard
(County Administration / Public Works)

- Commissioner Caban noted opposition to the fees which are allowed to be charged by the City of Tallahassee regarding conversion from septic to sewer service.
- Commissioner Proctor agreed with the comments of Commissioner Caban on this topic.

Commissioner Minor moved, seconded by Commissioner Cummings, to approve Option #1: Conduct the first and only public hearing and adopt the Resolution of Intent to Utilize the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the purposes of collecting the full amount of all charges related to sewer service imposed on certain real property located on Woodville Highway and Lewis Boulevard.

The motion passed 5 - 2 with Commissioners Caban and Proctor opposed.

25. First and Only Public Hearing to Consider Adopting a Resolution of Intent to Utilize the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the Purpose of Collecting the Full Amount of all Charges Related to Sewer Service Imposed on Certain Real Property Located in the Northeast Lake Munson Sewer System Project Area
(County Administration / Public Works)

- Commissioner Proctor asked if the levy of charges are applied to customers prior to them receiving services. He noted the importance of reducing pollutants from entering Lake Munson and suggested waivers of fees for residents of the area surrounding Lake Munson.
- Ms. Padilla responded that individuals are not assessed a fee until after they are notified. The public hearing notice and notifications to each of the impacted residents are provided in advance of the fees being assessed.
- Commissioner Caban asked for additional information on why the County is responsible for the billing on issues of this nature.
- County Administrator Long responded that those customers who connect to the system are billed directly through the City's Utilities Department. However, for those customers who choose not to connect at the initial time of implementation, the County is required to collect these fees via ad-valorem assessments and transfer that money to the City.
- County Attorney Chasity O'Steen noted that Leon County has an interlocal agreement with the City of Tallahassee for these types of services. If the County does not move forward with imposing these fees, then the County is in breach of contract.

- Commissioner Caban suggested the County speak with the City on the terms of the interlocal agreement to determine if they are amenable to renegotiating the fee structure.

Commissioner Maddox moved, seconded by Commissioner Cummings, to approve Option #1: Conduct the first and only public hearing and adopt the Resolution of Intent to Utilize the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the purposes of collecting the full amount of all charges related to sewer service imposed on certain real property located in the Northeast Lake Munson Sewer Project Area.

The motion passed 5 - 2 with Commissioners Caban and Proctor opposed.

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

The following speaker provided in-person comment:

- Mr. Delaitre Hollinger, Co-Executive Director of the Florida Civil Rights Museum, invited the Board to upcoming events.
  - On Thursday, January 16th, a Wall of Distinction Ceremony will be held at Tallahassee State College.
  - On Friday, January 24th, a ceremony will be held to mark the grave of Ms. E. Lilyan Spencer, a Leon County resident who won a national tennis championship on the segregated tennis circuit in 1937. Ms. Spencer later became the Principal of Bond Junior High School.

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

- She thanked staff in the County Attorney's Office for their dedication and professionalism and wished everyone a wonderful holiday.

Items from the County Administrator

- He recognized staff who organized the recent Courthouse dedication ceremony, specifically Kianna Gilley and the Facilities staff, and congratulated them on an extremely successful event.

Discussion Items by Commissioners

Commissioner Caban

- He wished Commissioner Maddox an early Happy Birthday.
- He commented on the need to address an imbalance in infrastructure throughout different areas of Leon County and asked for traffic and safety studies to be completed on Woodville Highway from the County line to Capital Circle Southwest, and Oak Ridge Road from Taff Road to Crawfordville Road with an emphasis on vehicle and pedestrian safety.
- County Administrator Long shared that staff will have to coordinate with FDOT to take the lead on roadway segments maintained by the state.

Commissioner Caban moved, seconded by Commissioner Proctor, requesting traffic and safety studies on Woodville Highway from the County line to Capital Circle Southwest, and Oak Ridge Road from Taff Road to Crawfordville Road.

The motion passed 7 - 0.

Staff: Administration / Public Works – Nawfal Ezzagaghi / Brent Pell

Commissioner Cummings

- She echoed the thanks to staff who coordinated the Courthouse dedication ceremony. She also wished everyone a Merry Christmas and a Happy New Year.

Commissioner Maddox

- He wished everyone a Happy Holiday.
- He requested a proclamation recognizing Mr. Delaitre Hollinger, known as the youngest resident historian in Leon County, for his forward thinking actions and efforts to improve the community.

Commissioner Maddox moved, seconded by Commissioner Cummings, to approve a proclamation recognizing Mr. Delaitre Hollinger for his forward thinking actions and efforts to improve the community.

The motion passed 7 – 0.

Staff: Administration – Regina Glee

Commissioner Minor

- He provided an update on the FAC Legislative Conference that took place last week. It was approved to move forward with requesting the State of Florida in joining the Southern Rail Commission. He noted the next steps in the process and thanked the Commission for supporting this.
- He noted positive comments from the public and stakeholders of how wonderful Leon County staff are in working to do their jobs and help the residents and visitors in the County.

Commissioner O'Keefe

- He requested a proclamation recognizing January 19, 2025, as Certified Registered Nurse Anesthetist Week.

Commissioner O'Keefe moved, seconded by Commissioner Minor, to approve a proclamation recognizing January 19, 2025, as Certified Registered Nurse Anesthetist Week.

The motion passed 7 – 0.

Staff: Administration – Regina Glee

- He invited everyone to the Kearny Center for the Longest Table Memorial and Fundraiser event on Saturday, December 21st.
- He also invited everyone to St. Marks Trailhead opening on Thursday, December 12th.
- He requested that staff conduct a traffic and safety study on Apalachee Parkway beginning at Capital Circle and ending 5 miles east of that intersection.

- County Administrator Long shared that staff will have to coordinate with FDOT as this roadway is maintained by the state.

Commissioner O'Keefe moved, seconded by Commissioner Minor, requesting a traffic and safety study on Apalachee Parkway beginning at Capital Circle and ending 5 miles east of that intersection.

The motion passed 7 – 0.

Staff: Administration / Public Works – Nawfal Ezzagaghi / Brent Pell

Commissioner Proctor

- He asked Mr. Barry Wilcox, Director of DSEM, to confirm information on road renaming procedures that were provided to the Board previously. He asked how a recent renaming took place with a separate name at certain sections of the roadway.
- Mr. Wilcox responded that information was provided to the Board based on Leon County policy for renaming streets in their entirety. He added that the recent renaming of a street that had sections with different names was an action taken by the City of Tallahassee upon authority of their ordinance.
- Commissioner Maddox asked if the County and City policies could or should be more in line with each other.
- County Administrator Long noted that all presentations to the Board on street renaming requests have followed Leon County policy.
- Chairman Welch commented that the City can rename roads within their jurisdiction based on their ordinance.
- Commissioner Caban noted the fundamental issue that the Leon County Charter allows the City the authority to enact ordinances and rules within city limits.
- Commissioner Cummings suggested getting a copy of the City of Tallahassee Ordinance which allows them to rename streets in sections so the Board can review and compare it to County policy.
- Commissioner Maddox noted support for entities, such as the State, County and City, in managing road renaming within their specific jurisdictions in accordance with their respective policies.
- Commissioner Proctor recognized Judge Augustus Aikens for his service to Leon County.
- He gave a shoutout to Coach Willie Simmons, former Florida Agricultural and Mechanical University head coach, who was recently named the head coach at Florida International University.
- He asked about the availability of land for cemeteries in southern Leon County.
- He apologized to County Administrator Long for misinterpreting Agenda Item #9 earlier in the meeting related to septic tank replacements.
- Commissioner Proctor asked the Board to consider discussing a four day work week for staff.
- County Administrator Long noted that a four day work week is already in practice for departments that have the staffing to do so. For those that do not have the staffing capacity, implementing a four day work week would impact services to Leon County residents and customers.

- He requested an agenda item for the Board's January 27, 2025 Retreat, to discuss options that would facilitate expansion of growth to the southern portion of the County, specifically Woodville.

  Commissioner Proctor moved, seconded by Commissioner Caban, for staff to prepare an agenda item for the Board's January 27, 2025 Retreat, regarding expansion of growth into the southern portion of Leon County, specifically Woodville.

  The motion passed 7 - 0.

  Staff: Administration / PLACE – Nawfal Ezzagaghi / Artie White

- Commissioner Proctor requested a proclamation recognizing Ms. Karen Woodall and Ms. Barbara DeVane for several decades of advocating for the community of Leon County.

  Commissioner Proctor moved, seconded by Commissioner Maddox, to approve a proclamation recognizing Ms. Karen Woodall and Ms. Barbara DeVane for several decades of advocating for the community of Leon County.

  The motion passed 7 - 0.

  Staff: Administration – Regina Glee

- Commissioner Proctor requested the Chairman provide a letter congratulating Gadsden County on their 200-year Bicentennial.

  Commissioner Proctor moved, seconded by Commissioner Minor, for the Chairman to provide a letter congratulating Gadsden County on their 200-year Bicentennial.

  The motion passed 7 - 0.

  Staff: Commission Aide – Kyle Frost

Commissioner Welch

- He requested a motion for a letter of support for the Tallahassee Mountain Biking Association in seeking a grant from the U.S. Forest Service to complete trail enhancements on the Munson Hills Trail.

  Commissioner Caban moved, seconded by Commissioner Maddox, to provide a letter of support for the Tallahassee Mountain Biking Association in seeking a grant from the U.S. Forest Service to complete trail enhancements on the Munson Hills Trail.

  The motion passed 7 - 0.

  Staff: Commission Aide – Kyle Frost

- He requested a motion for a proclamation recognizing January 25, 2025, as Arbor Day.

  Commissioner Minor moved, seconded by Commissioner O'Keefe, to approve a proclamation recognizing January 25, 2025, as Arbor Day.

  The motion passed 7 - 0.

  Staff: Administration – Regina Glee

- He requested a motion for a proclamation recognizing January 2025 as Human Trafficking Awareness Month.

  Commissioner Maddox moved, seconded by Commissioner Cummings, to approve a proclamation for January 2025 as Human Trafficking Awareness Month.

The motion passed 7 - 0.

Staff: Administration – Regina Glee

- He wished everyone Happy Holidays.

RECEIPT AND FILE

- none

ADJOURN

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

Tuesday, January 28, 2025 at 3:00 p.m. – Regular Meeting

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

PUBLIC NOTICE

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

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

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

PUBLIC NOTICE

Leon County Board of County Commissioners

2024 Tentative Calendar

Month	Day	Time	Meeting Type
December 2024	*Wednesday 4 – Friday 6*		*FAC Legislative Conference – Hillsborough County – Tampa, FL*
	Tuesday 10	3:00 p.m.	Regular Meeting – County Courthouse, 5th Floor Commission Chambers
	Tuesday 17	1:30 p.m.	Capital Region Transportation Planning Agency Meeting – City Commission Chambers
	Wednesday 25	Offices Closed	CHRISTMAS
January 2025	Wednesday 1	Offices Closed	NEW YEAR'S DAY
	Tuesday 7	No Meeting	BOARD RECESS
	Monday 20		MARTIN LUTHER KING, JR. DAY

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

PUBLIC NOTICE

Leon County Board of County Commissioners
2025 Tentative Meeting Schedule

Date	Day	Time	Meeting
January 27	Monday	9:00 a.m.	Board Retreat
January 28	Tuesday	3:00 p.m.	Regular Board Meeting
February 11	Tuesday	3:00 p.m.	Regular Board Meeting
February 25	Tuesday	2:00 p.m.	Southside Action Plan Workshop
February 25	Tuesday	3:00 p.m.	Comprehensive Plan Land Use & Mobility Elements Update Workshop
March 18	Tuesday	3:00 p.m.	Regular Board Meeting
March 25	Tuesday	1:00 p.m.	Workshop
April 8	Tuesday	3:00 p.m.	Regular Board Meeting
April 8	Tuesday	6:00 p.m.	Transmittal Hearing on the 2025 Cycle Comprehensive Plan Amendments
April 22	Tuesday	1:00 p.m.	Workshop
May 13	Tuesday	3:00 p.m.	Regular Board Meeting
June 10	Tuesday	3:00 p.m.	Regular Board Meeting
June 10	Tuesday	6:00 p.m.	Adoption Hearing on 2025 Cycle Comprehensive Plan Amendments
June 17	Tuesday	9:00 a.m.	Budget Workshop
July 8	Tuesday	9:00 a.m.	Budget Workshop (if necessary)
July 8	Tuesday	3:00 p.m.	Regular Board Meeting
September 9	Tuesday	3:00 p.m.	Regular Board Meeting
September 9	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rate and Budgets
September 16	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rate and Final Budgets
October 14	Tuesday	3:00 p.m.	Regular Board Meeting
October 28	Tuesday	1:00 p.m.	Legislative Priorities Workshop
November 18	Tuesday	3:00 p.m.	Installation, Reorganization & Regular Board Meeting
December 9	Tuesday	3:00 p.m.	Regular Board Meeting

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

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

PUBLIC NOTICE

Leon County Board of County Commissioners

2025 Tentative Calendar

Month	Day	Time	Meeting Type
January 2025	Wednesday 1	Office Closed	NEW YEAR'S DAY
	Monday 20	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Monday 27	9:00 a.m.	Board Retreat TBD
	Tuesday 28	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
February 2025	Tuesday 11	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
	Thursday 13	3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 25	2:00 p.m.	Southside Action Plan Workshop County Courthouse, 5th Floor Commission Chambers
	Tuesday 25	3:00 p.m.	Comprehensive Plan Land Use & Mobility Elements Update County Courthouse, 5th Floor Commission Chambers
March 2025	*Saturday 1 – Tuesday 4*		*NACO Legislative Conference* *Washington, D.C.*
	Tuesday 18	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
	Wednesday 19		*Florida Association of Counties Legislative Day* *FSU Turnbull Conference Center* *Tallahassee, Leon County, FL*
	Tuesday 25	1:00 p.m.	Board Workshop County Courthouse, 5th Floor Commission Chambers
April 2025	Tuesday 8	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
		6:00 p.m.	Transmittal Hearing for Amendments on the 2025 Cycle Comprehensive Plan Text Amendments County Courthouse, 5th Floor Commission Chambers
	Tuesday 22	1:00 p.m.	Board Workshop County Courthouse, 5th Floor Commission Chambers
	Saturday 26		*Honor Flight Tallahassee* *Washington D.C.*
May 2025	Thursday 8	1:00 p.m.	Blueprint Intergovernmental Agency Budget Workshop City Commission Chambers
		3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 13	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
	Tuesday 20	Offices Closed	EMANCIPATON DAY observed
	Monday 26	Offices Closed	MEMORIAL DAY
June 2025	Tuesday 10	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers

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

Month	Day	Time	Meeting Type
November 2025 (cont.)	Tuesday 11	Offices Closed	VETERAN'S DAY
	Tuesday 18	3:00 p.m.	Installation, Reorganization and Regular Meeting County Courthouse, 5th Floor Commission Chambers
	Wednesday 19 – Friday 21		*FAC Legislative Conference* *Tampa, Hillsborough County, FL*
	Thursday 27	Offices Closed	THANKSGIVING DAY
	Friday 28	Offices Closed	DAY AFTER THANKSGIVING
December 2025	Tuesday 9	3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
	Thursday 25	Offices Closed	CHRISTMAS
	Friday 26	Offices Closed	DAY AFTER CHRISTMAS
January 2026	Thursday 1	Offices Closed	NEW YEAR'S DAY
	Friday 2	Offices Closed	DAY AFTER NEW YEAR'S DAY
	Monday 19		MARTIN LUTHER KING, JR. DAY

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

Citizen Committees, Boards, and Authorities
Current and Upcoming Vacancies

CURRENT VACANCIES

Affordable Housing Advisory Committee
Board of County Commissioners (1 appointment) for any the following categories:

b. A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
c. A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
j. A citizen who represents employers within the jurisdiction.
k. A citizen who represents essential services personnel, as defined in the local housing assistance plan. (Essential Service Personnel includes teachers and educators, other school district, community college and university employees, police and fire personnel, health care personnel, skilled building trades personnel, and active U.S. Armed Forces service members.)
l. A citizen who currently benefits from a rental housing assistance program, has benefited from an affordable homeownership program, or has experienced an eviction within the 10 years preceding their appointment.

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

Architectural Review Board
City Commission (2 appointments)

Board of Adjustments & Appeals
City Commission (2 appointments)

Council on Culture & Arts
Board of County Commissioners (1 City recommended appointment)

Joint City/County Bicycling Workgroup
City Commission (3 appointments)

Leon County Research & Development Authority
Board of County Commissioners (1 appointment)

FUTURE VACANCIES

DECEMBER 31, 2024

Joint City/County Bicycling Workgroup
City Commission (1 appointment)

Library Advisory Board
Friends of the Library (1 appointment)

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

JANUARY 31, 2025

Affordable Housing Advisory Committee

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

b. A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
c. A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
g. A citizen who is actively engaged as a real estate professional in connection with affordable housing.
i. A citizen who resides within the jurisdiction of the local governing body making the appointments.
j. A citizen who represents employers within the jurisdiction.
k. A citizen who represents essential services personnel, as defined in the local housing assistance plan. (Essential Service Personnel includes teachers and educators, other school district, community college and university employees, police and fire personnel, health care personnel, skilled building trades personnel, and active U.S. Armed Forces service members.)