

2011

LEON COUNTY ANNUAL REPORT



PEOPLE FOCUSED. PERFORMANCE DRIVEN.



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LEON COUNTY STATISTICS

Population:
275,487

34.1% unincorporated **65.9%** within city limits

Area (Square Miles):
702 Median Household Income:
\$40,725

Established:
1824 Districting:
5 Single Districts
2 At-Large

Charter Date:
2002 Median Age:
31

County Seat:
Tallahassee

(Source: Florida Research and Economic Database)



This publication is printed on recycled paper with eco-friendly inks.

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CORE PRACTICES

Leon LEADS provides a structure to sustain Leon County Government's people focused, performance driven culture. This includes the following, clearly articulated core practices, which all employees are expected to exemplify.

- **Delivering “Wow” in Customer Service**
Customers know that they are the reason we are here.
- **Connecting with Citizens**
Citizens know that they are part of the bigger cause.
- **Demonstrating Highest Standards of Public Service**
Citizens know that we are on their side.
- **Accepting Accountability**
Leon County is a learning organization.
- **Exhibiting Respect**
Leon County exercises an ethic based on respect.
- **Employing Team Approach**
Employees can produce bigger and better ideas to address the problems and seize the opportunities which face our community.
- **Being Responsible Stewards**
Employees tirelessly enhance our community's livability, sustainability, and economic competitiveness .
- **Demonstrating Performance, Value and Results**
Employees have a structure in place to succeed and are empowered to help people.

This document fulfills the annual reporting requirements of Chapter 125.74, Florida Statutes and Sec. 2-501(1), Leon County Administrative Code. 2,000 copies were printed for community distribution at a cost of \$5,390.

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



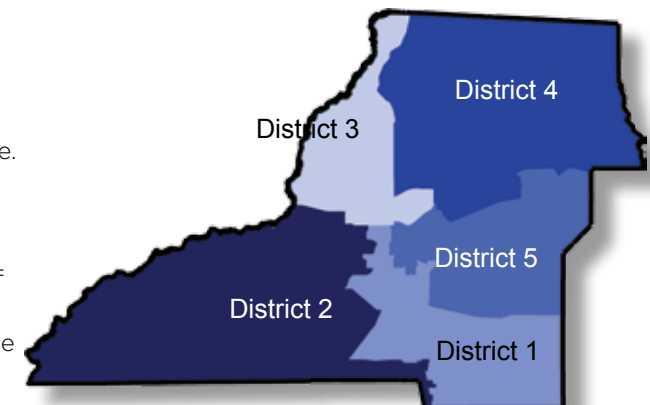
(From Left to Right) District 1 Commissioner Bill Proctor, District 5 Commissioner Kristin Dozier, At-Large Commissioner Akin Akinyemi (Vice Chairman), District 3 Commissioner John E. Dailey (Chairman), District 2 Commissioner Jane G. Sauls, District 4 Commissioner Bryan Desloge and At-Large Commissioner Nick Maddox.

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.





LEON COUNTY ADMINISTRATOR

PEOPLE FOCUSED. PERFORMANCE DRIVEN.



Vincent S. Long

County Administrator
606-5300
LongV@leoncountyfl.gov

The County Administrator is responsible for both ensuring the Board's legislative and policy directions are carried out and, as Chief Executive Officer, for ensuring the efficient and effective day-to-day operations of County government. Vince Long has worked for Leon County since 1995. 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 the Harvard University, JFK School of Government Institute for Senior Executives in State and Local Government. He is also a Credentialed Manager by the International City/County Managers Association (ICCMA).

A member of the Council of Advisors for Leadership Florida and the Board of Directors of the United Way of the Big Bend, Vince taught for many years in the Askew School and served on the faculty of the Florida Association of Counties' County Commissioner Certification Program.



Shington Lamy

Assistant to the County Administrator
(850) 606-5329
LamyS@leoncountyfl.gov

A MESSAGE FROM THE COUNTY ADMINISTRATOR

When I addressed the Board of County Commissioners at the July 12, 2011 Commission meeting, which was my first meeting as County Administrator, I spoke of the new level of effort and commitment required to achieve my singular aim: to place the Board of County Commissioners in the best position to realize its vision for this community, and to have an organization capable of doing so even amid the unprecedented challenges we face today, and will continue to confront into the foreseeable future.

As I said at that time, our "new normal" in local government is a time of continuously decreasing revenues, correspondingly increasing needs, and a coexisting demand for no increasing taxes. States across the country, including the State of Florida, downsized their payrolls and slashed funds for education, social services, and local governments. Local governments, including Leon County, are losing state aid, and are feeling the fallout from unfunded state mandates and declining property tax assessments, a major source of their funding. Caught in a fiscal bind, Leon County has had to reduce personnel expenses since it is the costliest part of its budget, and has cut programs and services. Over the past five years, Leon County's budget has been reduced by \$48.9 million or 17.2%. During that time, we eliminated more than 70 positions, without layoffs. Many families in Leon County have lived through years of no pay increases, and a significant number of them who are state government employees were dealt another blow this year: a decrease in their net pay, and some sadly lost their job, in a tight employment market.

The political climate, combined with the real economic struggles that people are facing, has led to a new level of skepticism in government and a time when a growing number of our citizens see themselves as individual disenfranchised taxpayers, rather than stakeholders in our collective success as a community. Many people are understandably upset, worried, and uncertain about their future.

These realities have had, and will continue to have, a profound impact on our ability as an organization to fulfill our obligations to our community. While many of the economic and political issues facing Leon County are beyond this organizations' control, we can control how we respond. In times like this, successful organizations like Leon County do not hunker down and hope for better times ahead, they use these challenges as an opportunity to convey greater relevance, demonstrate their value and strengthen their relationships. This requires a new model which ensures that Leon County is in a constant state of becoming the highest performing organization, in a way which always upholds our values and instills not only the public's trust, but conveys a true sense of relevance for the role of county government in our efforts on behalf of and along side our community.

Under the leadership of the Board, and as carried out by the dedicated employees of Leon County, we will become the model for effectiveness as a 21st century county.



As a county, **we believe** the following:

- 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.

This will be our organizational culture, a culture which simply but powerfully combines performance and relevance - in other words, an organization which is **people focused** and **performance driven**. Our commitment to people and performance is reflected throughout this annual report.

I instituted a structure, known as **Leon LEADS**, to support and reinforce our organization's transformational efforts, and **to ensure no detail is too small to escape our people focused, performance driven culture**. How we internally manage our organization, and how we think about and work with our fellow employees, citizens, partners and the community, impacts our productivity and our success. Leon LEADS will become an essential component of that internal management structure.

To sustain our culture of performance and community relevance, and to realize our full capacity, requires our demonstrated focus upon three pillars of Leon LEADS:

- » **People** - Leon County demonstrates our belief in respecting, engaging and empowering citizens and employees. For Leon County employees, their work is about helping people. We will go beyond customer service and engage our citizens as stakeholders in the success of our community.
- » **Performance** - Leon County demonstrates our belief in delivering results, exceeding expectations, demonstrating value, and valuing efficiency and relevance. We believe in delivering a high quality level of service for a great value for citizens' tax dollars.

- » **Place** - Leon County demonstrates our belief in creating opportunity, attracting talent, promoting livability and sustainability. "Place" is vitally important, for our quality of life and as an economic driver. It is a critical component for creating the social fabric or the connection that people have to their community.

TRANSFORMATIONAL STRATEGY

Leon LEADS is not a management philosophy, or a planning exercise, but a strategic transformational approach of aligning the Board's guiding vision and strategic priorities with the optimized resources of the organization while instilling our people focused, performance driven culture throughout the organization. Leon LEADS is a continuous process of looking inward to strengthen what works (and to abandon what does not), and of looking outward to leverage community partnerships and to receive systematic feedback from citizens, while providing for ongoing adjustments as conditions change.

You may find more information concerning Leon LEADS within this annual report.

FOR MORE INFORMATION ONLINE, VISIT:

www.LeonCountyFL.gov/LeonLEADS



LEON COUNTY ATTORNEY



**Herbert
W. A. Thiele**
County Attorney
606-2500
ThieleH@
leoncountyfl.gov

Herb Thiele was selected by the Board in 1990 to create the County's first in-house legal department and has served Leon County for more than two decades. Under Thiele's leadership, the office continues to remain small but extremely efficient, with only five lawyers handling the legal affairs of Leon County, Florida.

The Florida Association of County Attorneys recently elected Thiele to serve as its Secretary for 2011/12, putting him in line for an unprecedented fourth term as President of FACA in 2013/14.

Thiele is active in organizations that serve local government lawyers and advance the interests of local government law, and has published numerous articles in member publications, such as "Public Officials Still Must be Aware of Honest-Services Fraud Statutes," *Quality Cities*, May/June 2011, a publication of the Florida League of Cities and co-author of "Update on PACE: Challenges and Opportunities," *The Environmental and Land Use Law Section Reporter*, December 2010, The Florida Bar.

Thiele leads a team of skilled professionals who provide high-quality, timely and cost-effective legal representation to the Board and other officials of Leon County.

SERVING THE LEGAL NEEDS OF LEON COUNTY GOVERNMENT

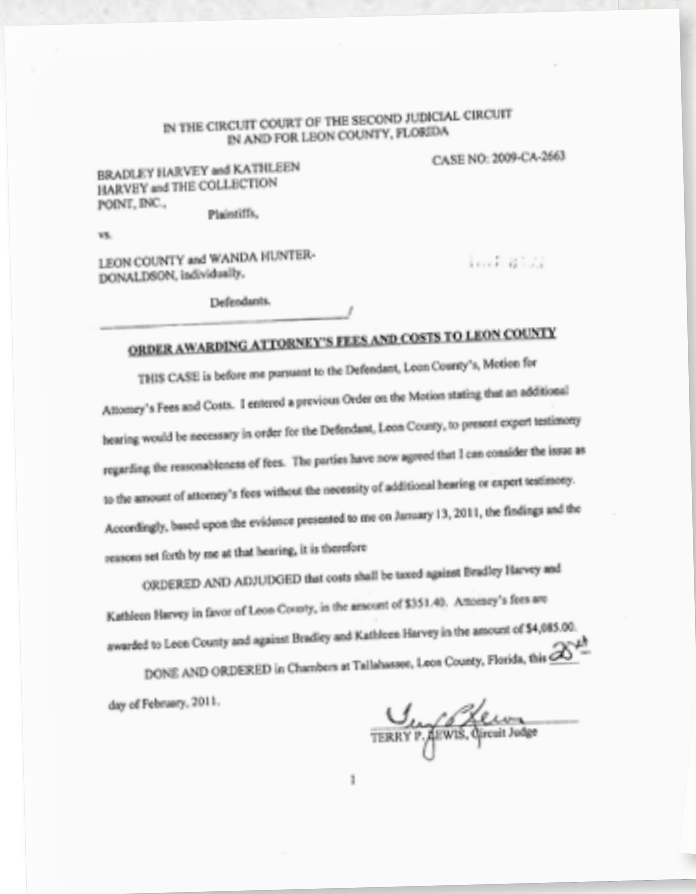
- Served as general counsel for the Leon County Research and Development Authority and assisted with transitioning to the new general counsel, which resulted in a letter of commendation from the LCRDA Chairman and a resolution of appreciation from the LCRDA.
- Provided legal support in negotiating and drafting long-term leases for three major tenants in the Bank of America building – Holland & Knight, Lewis, Longman & Walker, and Bank of America.
- Provided legal support in negotiating and drafting a 25-year capital lease agreement with Pensacola Care for the Tallahassee Developmental Center which will bring in \$150,000 per year to Leon County.
- Negotiated and finalized a settlement of the Birdwell inverse condemnation lawsuit involving the construction of park improvements by Blueprint 2000 on the Birdwell's property, which resulted in Birdwell accepting a land exchange instead of monetary compensation and all costs and attorneys' fees being paid by Blueprint 2000.
- Developed the Internet Café ordinance which was subsequently adopted by the Board of County Commissioners, regulating the operation of internet gambling devices.
- Assisting in litigation against the online travel companies:
 - » *Leon County, et al., v. Expedia, Inc., and Hotels.com, LP*, regarding non-payment by the Defendants of the tourist development tax on the retail price of hotel rooms; and
 - » *Leon County v. Expedia.com*, regarding non-payment of sales tax on rooms
- Provided legal support to Staff on matters related to the EECBG Grant and implementation of the project.
- Provided legal support to the Original Florida Tourism Task Force reorganization as proposed by the Tourist Development Council.
- Researched and drafted the audit provisions of the Tourist Development Council Ordinance.
- Provided legal support to staff, researched and drafted the social media policies, participated in the presentation to the Board of County Commissioners.
- Successfully resolved, by settlement agreement favorable to Leon County, the Division of Administrative Hearings litigation in Department of Community Affairs vs. City of Tallahassee and Leon County regarding the County's significant benefits transportation infrastructure program.
- Successfully pursued the removal of an illegal billboard in the Leon County v. Buoy litigation, wherein the First District Court of Appeal upheld the Circuit Court's ruling in Leon County's favor.



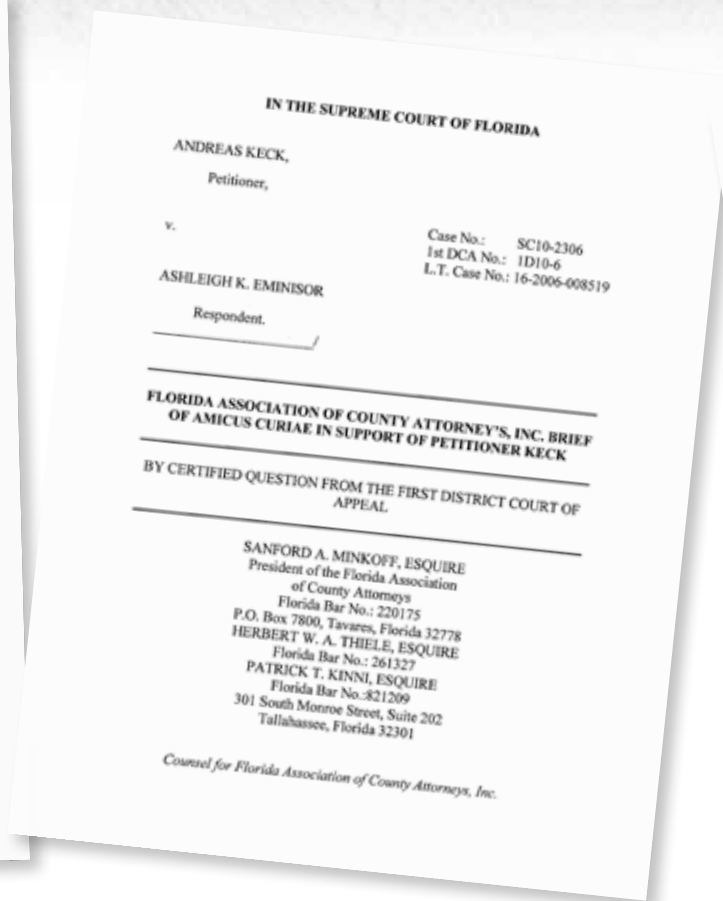
Did You Know

The County Attorney served on the Florida Association of Counties' Joint Oil Response Task Force and Oil Legal Task Force in the aftermath of the Deepwater Horizon oil spill. The task force analyzed many new and unique legal issues arising for Florida's counties.

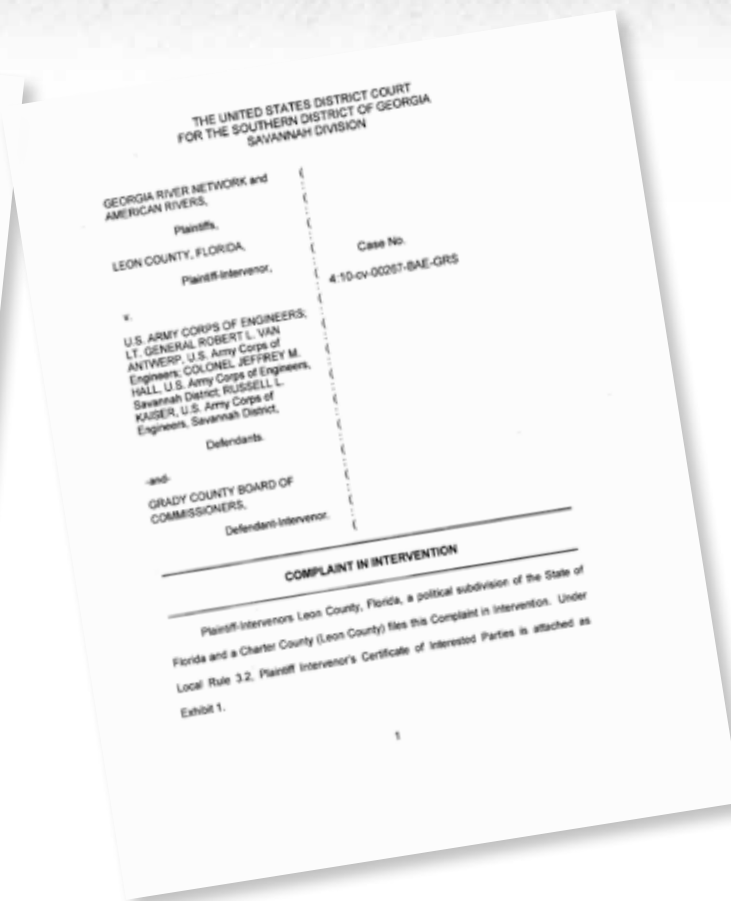
COUNTY ATTORNEY OFFICE HIGHLIGHTS



Successfully defended Leon County in *The Collection Point and Harvey, et al., v. Leon County*, concerning Leon County Probation's drug testing program, resulting in a dismissal of the litigation against Leon County and an award of attorneys' fees and costs of over \$4,500, plus interest, to Leon County.



Filed an Amicus Brief with the Florida Supreme Court in the matter of *Keck v. Eminisor*, regarding local, non-elected officials' sovereign immunity, on behalf of the Florida Association of Counties. This matter is pending before the Court.



Filed Motion to Intervene in the Grady County dam litigation. On August 1, 2011, U.S. Magistrate Judge, G. R. Smith rendered an Order granting Leon County's Motion to Intervene. Leon County has filed its Complaint in Intervention, which is pending before the Court.



THE NEW LEON COUNTY WEBSITE

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Citizens interact with County government through a variety of methods: phone calls, email, in-person, correspondence and the website. Each interaction should be dealt with in a positive manner, reinforcing the openness and transparency in which we conduct ourselves.

The Leon County website is just one of the many ways our citizens interact with Leon County Government, but it's an important one. The website is often the first, and sometimes only, interaction citizens have with Leon County Government.

As our 'virtual front door,' users will find that this website reflects the County's continuous efforts to better serve them and to provide the information they need at their fingertips, which will be presented in a unique and user-friendly layout. We are committed to exceeding their expectations in customer service and responsiveness.

The entire redesign of the website is intended to provide the user with multiple ways to access the County and allow the user various entry points, depending upon how the customer might be looking for information, in addition to immediate access to information and the ability to track/report a problem.

Also, key to the website is the prominent placement of the Board of County Commissioners and the ability to easily access individual Commissioner pages. By scrolling over each photo, the user can "click" an individual and immediately be taken to that Commissioner's page. On the individual page, unique information pertaining to the specific Commissioner will be displayed.



The Core 4

We have also created what we're calling our 'Core 4,' areas of real emphasis for Leon County, with links that are conveniently located at the top of every page.

The first area, **Demonstrating Performance & Results**, demonstrates our belief citizens want their tax dollars to be spent wisely and that citizens have the right to a clear view of how the County's programs are working and the results they are achieving.

The second area, **Promoting Transparency, Accountability & Accessibility**, demonstrates our belief citizens have the right to know how their money is spent. Through this venue, visitors to the website are provided free, online access to County expenditure information. Visitors may use our new feature, 'Your Checkbook,' to search County expenditures and may limit or expand their searches by date ranges. Relative to transparency, visitors interested in lobbyists, may view the list of registered lobbyists, their clients, and compensation reports.

The third area, **Engaging Citizens & Partnering with the Community**, reflects our belief that having informed and engaged citizens is essential to our success. Through this venue, citizens may identify opportunities to serve on a wide range of committees or become engaged as volunteers in our community.

The fourth area, **Ensuring Livability & Sustainability**, reflects the Board's desire to create opportunities, attract and retain talent, and promote a livable and sustainable community for current and future residents. All of this speaks to our sense of place.

Commissioner Information

On each of the seven County Commissioners' individual pages, there is a media gallery beneath their main portrait for photos and videos, a term length section and title banner (if applicable), as well as an interactive district map for their constituents. Information specific to each Commissioner will be organized under four user-friendly tabs: *About* (for biographical information), *Accomplishments*, *District Info* and *Issues*.



County News

There are several ways that visitors are now able to locate County news, but the most attention-grabbing element on the website is the "News Ticker," a real-time, scrolling text feature for County news headlines. There is also a list of headlines linking to the full stories with an additional link to archived news releases at the bottom of that list.

NEWS HEADLINES Project Saturday - 28 June 2011 Commissioner Proctor to Host Town Hall

Citizens Connect

One consistent Board priority has been to provide more accessibility to our citizens. Through technology we will continue to develop easier ways for our citizens to interact with the County, and the 'Citizens Connect' feature demonstrates that commitment.

The big blue 'Citizens Connect' button is prominently displayed on the home page and is accessible from any of the website's internal pages as well.

With just a click, visitors can [Access Online Services](#), [Report or Track a Problem](#), [Make an Inquiry Online](#), or simply choose to [Talk to a Live Person](#).

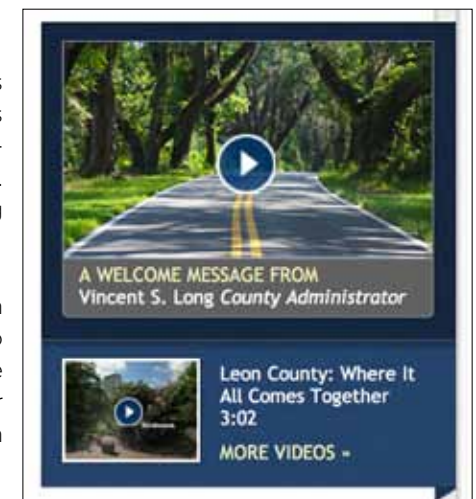
When reporting a problem, they will be provided a tracking number that can be entered upon return to the website to monitor that problem. Email updates can also be provided as the inquiry is being addressed.



Viewing Videos

The new site also makes it easier for visitors to view videos online, including Commission meetings and workshops. Visitors simply click on the Commission Meetings button on the left-hand navigation panel and select what they want to watch. Both live and pre-recorded meetings can be found here, along with agendas, meeting materials and more.

There is a welcome video on the front page that provides both a small introduction to the new website and a commitment to the visitor that Leon County is committed to customer service and accountability. Below the welcome video are links to other County-related videos, including the Leon County Tourism Development's Visit Tallahassee promotional video.





INVESTING IN THE COMMUNITY & JOB CREATION



Capital Projects and Job Creation (FY11 & FY12)

Over the past two years, the Board has taken strategic steps to focus resources on maintaining jobs, investing in the community, and creating local infrastructure improvements. The Board realized the current state of the economy, particularly the local construction industry, and accelerated the construction schedule for many projects utilizing existing cash reserves. These steps include committing \$107.1 million towards the following capital projects:

PROJECTS	PROJECT COSTS	JOBS CREATED
Public Safety Complex <i>(includes City and State Funding)</i>	\$45.0 million	414
Branch Libraries	\$9.4 million	87
Stormwater Improvements	\$14.0 million	129
Buck Lake Road	\$5.3 million	49
Transportation Improvements	\$33.3 million	307
FY11 (Actual) & FY12 (Projected)	\$107.1 million	985
Total Spending		

Based on analysis performed by the Economic Development Council, for every \$1 million spent, 9.2 jobs are created; therefore, the job creation from the capital project investments, including the Public Safety Complex, is 985 jobs.

FOCUS ON THE LOCAL ECONOMY

Global economic calamities have marked the last three years highlighted by the first worldwide contraction in gross domestic product (GDP) since the Great Depression. There have been numerous attempts by all levels of government to stem the economic downturn that has spurred by the collapse of the real estate and financial markets. In September, the Board reviewed all of the County's programs, initiatives, and collaboration with its economic development partners in an effort to build upon the strength of the community and enhance the County's ability to stimulate long-term, sustainable economic growth. As part of the effort, staff conducted an in-depth survey of local business owners to identify ways to stimulate job creation and improve the local economy.

Thirty specific recommendations were identified, the entire report is available at the County's website. A team of county staff and private sector representatives will be convening to develop specific actions for implementation. The following provides a brief sample of the Leon County Economic Development Action Plan approved by the Board on September 13, 2011:

- Expand the Project Manager concept being utilized at Leon County Development Support and Environmental Management to include on-site permitting assistance for business expansion.
- In a continuing effort at utilizing partnerships, renew the County's interlocal agreement and Service Plan with Workforce Plus to provide comprehensive workforce and job placement services.
- Partner with the Economic Development Council to proactively seek applicants for the Concept Plan Approval Process (Dual Track) in areas of our community targeted for economic growth (Gum Road, Tower Road, etc.)
- Continue to grow the tourism market through aggressive marketing and public relations techniques.



Did You Know

Leon County's division of Tourism Development's marketing and public relations advertising campaigns drive over 2.3 million visitors to our community, which have a \$540 million direct economic impact in an industry that supports over 11,240 jobs.

- Review the progress of Vision 2020, a Venture Capital Fund started by Leon County, and evaluate its investment in local ventures.
- Conduct a comprehensive review of all County development regulations and determine ones that should be kept, modified or eliminated.

Additional job creation information can be found on page 36.

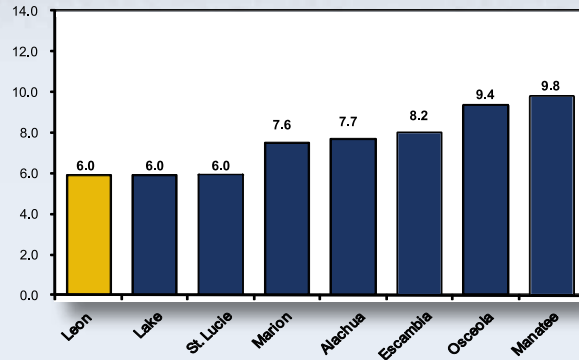


Eastside Branch Library Construction In Progress

FY2011/2012 LEON COUNTY ADOPTED BUDGET @ A GLANCE



County Employees per 1,000 Residents (FY11)



Leon County has a ratio of 6.0 employees for every thousand County residents, tied with St. Lucie and Lake County as the lowest in per capita employees.

Leon County is committed to responsible planning and management of the community's financial resources. This commitment was demonstrated throughout the development of the FY 2011/2012 budget, where the Commission approved a budget of \$235,617,730 representing an \$8,512,350 million decrease (-3.5%) from last fiscal year. Since FY 2007/2008, the Board has reduced the budget by \$48.9 million or 17%. The development of the FY 2012 budget is a continuation of an ongoing effort to address declining property values while maintaining quality services. The operating budget reflects efforts to adequately fund a high level of essential services, whereas the capital budget demonstrates emphasis on maintaining the County's infrastructure.

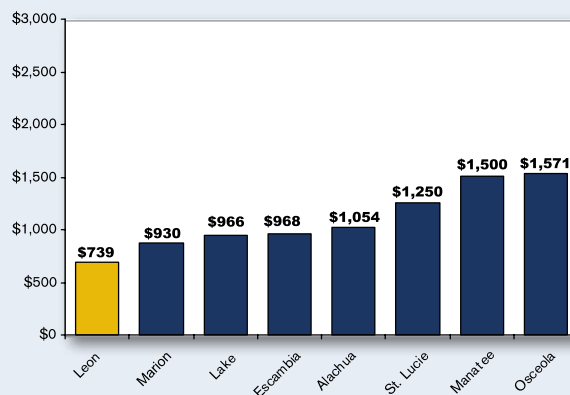
The budget continues to provide property tax relief to Leon County citizens, which is the direct result of the Board maintaining a millage rate of 8.35 mils for the third consecutive year and a \$341 million decline in property values for FY 2012 and \$1.27 billion in the two prior years.

Major highlights of the adopted budget include:

- For the past three years, Leon County has provided \$14 million cumulative property tax savings for county property owners. This year's adopted budget provides a tax savings of \$2.9 million.
- As stewards of fiscal responsibility, Leon County balanced the budget through streamlining county departments, program reductions, the usage of reserves and savings through reduced retirement contributions. The County also refinanced a portion of county debt to realize annual savings of \$157,000.
- By utilizing automation and privatization efforts in Probation, Libraries and Facilities Management, the County was able to realize additional savings while continuing to provide the level of service that the community requires.
- A net total of 8 positions were eliminated in the FY 2011/2012 budget (70 plus over four years). Positions were also realigned and existing functions consolidated to absorb reductions and provide support to expanded library and community center locations.

Additional budget information can be found on page 55.

Net Budget Per Countywide Resident (FY11)



Leon County is the lowest for dollars spent per county resident. Manatee County spends over two times the amount per resident than Leon County. The next closest county's net budget per capita is 26% higher than Leon County's (Marion County).

PROPERTY TAX DISTRIBUTION:

(Based on Median Value Single Family Home in Leon County)

Services	FY 2012 Ad Valorem Tax Bill \$725	FY 2012 Monthly Cost	FY 2012 % of Ad Valorem Taxes
Sheriff - Law Enforcement	\$179.16	\$14.93	24.68%
Sheriff - Corrections	173.95	14.50	23.96%
Emergency Medical Services	43.47	3.62	5.99%
Library Services	39.94	3.33	5.50%
Facilities Management	36.04	3.00	4.96%
Health & Human Services	32.69	2.72	4.50%
Tax Collector	26.19	2.18	3.61%
Supervisor of Elections	26.16	2.18	3.60%
Property Appraiser	25.11	2.09	3.46%
Management Information Services (MIS)	24.31	2.03	3.35%
Other Criminal Justice (Probation, DJJ)	17.74	1.48	2.44%
Administrative Services	15.70	1.31	2.16%
Veterans, Volunteer, Co-op Extension, Planning	12.45	1.04	1.71%
Community Redevelopment - Payment	9.99	0.83	1.38%
Other Non-Operating/Communications	8.15	0.68	1.12%
Board of County Commissioners	7.88	0.66	1.08%
Clerk of the Circuit Court	6.48	0.54	0.89%
Line Item Agency Funding	6.25	0.52	0.86%
Capital Projects	6.16	0.51	0.85%
Court Administration and Other Court Programs	5.92	0.49	0.82%
Geographic Information Systems (GIS)	5.48	0.46	0.75%
Risk Allocations	4.92	0.41	0.68%
Mosquito Control	4.39	0.37	0.60%
Budgeted Reserves	3.46	0.29	0.48%
Purchasing/MWSBE	2.43	0.20	0.34%
Sustainability	1.57	0.13	0.22%
Total	\$726.00	\$60.50	100.00%



DEPUTY COUNTY ADMINISTRATOR

PEOPLE FOCUSED

As part of the County Administrator's reorganization, Deputy County Administrator Alan Rosenzweig now oversees a majority of County functions. This reorganization was done in order to sustain a culture of performance and community relevance as well as to realize the full capacity of the County's resources.

Rosenzweig has more than 21 years of experience working in local government and has worked for Leon County for 11 years. He holds a bachelor's degree in Economics from Eckerd College and a master's degree in Governmental Administration from the Fels Center of Government at the University of Pennsylvania.

Prior to joining Leon County, Rosenzweig was the Budget Manager for Pinellas County and worked in the budget office in Sarasota County. He began his professional career as a Senior Consultant with Booz, Allen & Hamilton in Washington, D.C., and has taught as an adjunct professor at Florida State University and for the Florida Association of Counties (FAC) County Commissioner certification program.



Alan Rosenzweig

Deputy County Administrator
606-5300

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PERFORMANCE DRIVEN

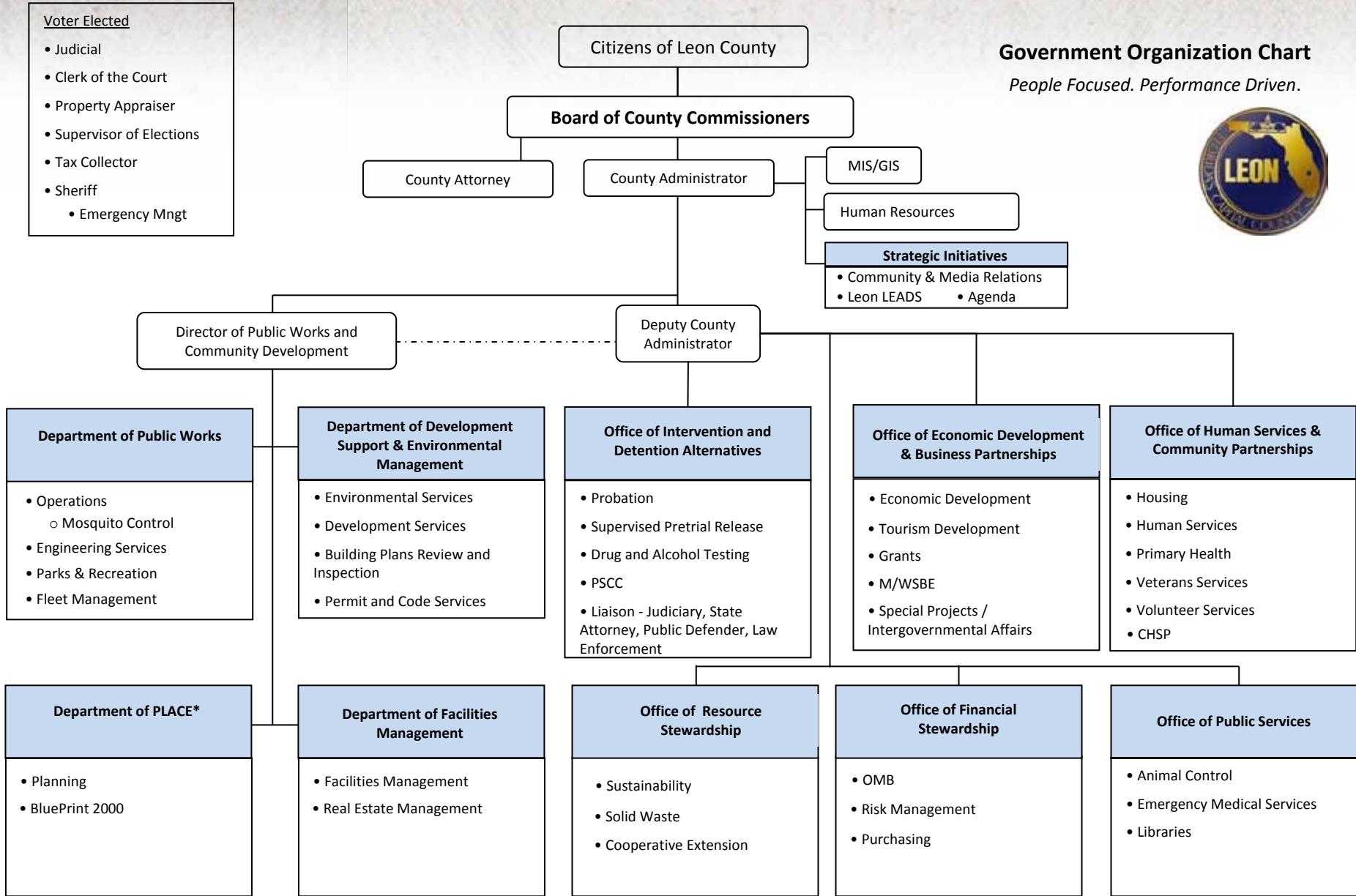
SERVING THE PUBLIC INTERESTS OF LEON COUNTY CITIZENS

The Deputy County Administrator manages several department and offices within the County; the Office of Economic and Business Partnerships, the Office of Human Services and Community Partnerships, the Office of Resource Stewardship, the Office of Financial Stewardship, the Office of Public Services, as well as coordinates closely with the Department of Public Works and Community Development. The following achievements were made during FY 2010/2011:

- Earned the Government Finance Officers Association Distinguished Budget Presentation Award for the 21st year in a row.
- Led the management review of Blueprint 2000. Leon County Office of Management and Budget and the City of Tallahassee Office of Budget and Policy completed a joint management review on BP2000 which identified an opportunity to integrate the management of BP2000 and realign the reporting of the Executive Director to the Planning Director. This resulted in the reorganization of the Planning Department and BP2000 into the Department of PLACE.
- Coordinated the design and construction of library expansions at the B.L. Perry and Northeast Branches, as well as the new Eastside, Woodville and Lake Jackson libraries.
- Coordinated the design and pre-construction activities associated with the new Public Safety Complex, which will be a joint-use facility for emergency response functions, the consolidated Emergency Communications Center, the Regional Transportation – Management Center, Emergency Medical Services (EMS) and administrative offices for the Fire Department and Emergency Operations Center.
- Led the competitive bidding process for 15 County projects resulting in \$480,403 savings for Leon County. This savings is projected on the difference between award value and the average of all other vendor bids on contracts valued at \$3,254,440, a savings of 14.76%.
- Coordinated the amendment of the Animal Control Ordinance. This past year the County had several community meetings with residents in order to work together to amend the County ordinance on animal control. The collaboration effort resulted in providing clarification in a number of areas thereby reducing confusion for citizens and pet-owners.
- Implemented numerous changes in work processes within Fleet Management to promote efficiency and enabling staff to better manage resources, such as the ability to track and monitor the County's fuel consumption ultimately saving the County money.
- Developed the Drug and Alcohol Testing Program in order to ensure proper quality control. This year the DAT Program introduced a more advanced cost effective form of alcohol testing known as Ethylglucuronide (ETG) testing. DAT performs more than 700 alcohol tests and more than 900 drug tests each month.
- Awarded a joint City/County contract for debris monitoring services. This contract makes certain that the County is equipped and prepared to begin clean-up as soon as possible after a major disaster.
- Continued support of Bond Community Health Center and Neighborhood Health Services with over \$1.5 million in primary health care funding. There were 11,400 primary care visits and coordination of specialty care to uninsured patients with limited income.

Government Organization Chart

People Focused. Performance Driven.



* PLACE = Planning, Land Management & Community Enhancement



STRATEGIC INITIATIVES: LEON LEADS

PEOPLE FOCUSED

Every organization has a unique organizational culture. It influences human behavior and human performance at work; presents the face of the organization to the public and to its employees; and it is the most influential element in determining the organization's performance. This idea is succinctly captured by the mantra, "culture eats strategy for breakfast."

Citizens deserve a government that listens, is responsive, and spends tax dollars wisely. Citizens deserve a government that reports what citizens are getting for their tax dollars, and how programs are working. Citizens deserve a government that is open, transparent, honest, and worthy of the public's trust. Leon County government is undergoing a cultural shift to become an organization that encompasses all of these characteristics, and is people focused, performance driven and relevant. Everyday, and in every way someone comes in contact with Leon County government, we want to reflect our commitment to exceed their expectations in performance, customer service and responsiveness.

Kim Dressel joined Leon County's workforce more than thirty years ago, and has served in various capacities within the organization. She has a Master of Public Administration from Florida State University.



Kim Dressel

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Leon LEADS
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PERFORMANCE DRIVEN

EXCEEDING EXPECTATIONS IN CUSTOMER SERVICE AND RESPONSIVENESS

Leon LEADS places an emphasis on three pillars to hold up Leon County's organizational structure: People, Performance and Place. More information regarding these three pillars may be found in the County Administrator's introduction to Leon LEADS, earlier in this annual report.

Leon LEADS aligns our organizational culture, with the Board's vision and priorities, and with the optimized resources of the organization. It is a continuous process: of looking inward to strengthen what works, and to abandon what does not; of looking outward to leverage community partnerships, and to receive feedback from citizens; and of adjusting as conditions change.

- L**istens for changing needs
- E**ngages citizens and employees
- A**ligns key strategic processes
- D**elivers results & relevance
- S**trives for continuous improvement

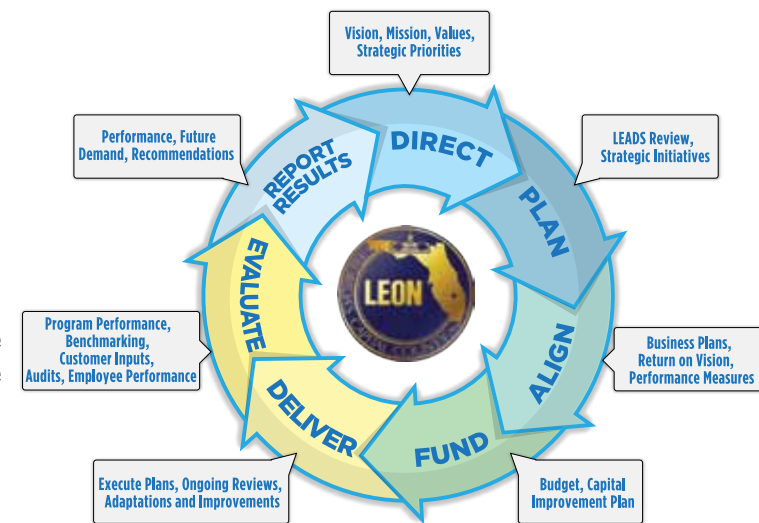
The continuous process begins when the Board identifies its Vision and Strategic Priorities for Leon County. Once identified, the Board's Strategic Priorities will be aligned for action through the identification of Strategic Initiatives, and the responsible entities. An agenda item will be prepared which will seek the Board's approval of its final Strategic Priorities, and proposed Strategic Initiatives.

Upon the Board's finalization of its Strategic Priorities and Strategic Initiatives, divisions within the County will finalize their Strategic Plans and Business Plans. These plans will include the results of the Division's LEADS review, which will include input from key stakeholders, employees at various levels within each division, and others. These documents will align the Board's Strategic Priorities,

and approved Strategic Initiatives, with Actions the responsible divisions will take, and performance metrics.

Business plans will become part of the division's proposed budget, and will be presented to the Board for consideration during the budget process. Upon the Board's approval of the Business Plans, the Board's Strategic Priorities will be aligned through the organization for action.

Performance will be tracked, and reported to the Board. Additionally, core practices are being translated into County employee's performance evaluations.



This continuous loop allows for the optimized resources of the organization to be aligned with the strategic priorities of the Board, and fully integrated into the culture of the organization.



PEOPLE FOCUSED

Community and Media Relations (CMR) is responsible for public information and education; community outreach and engagement; and media and public relations for Leon County's programs and services. The division aims to develop and maintain a positive image of Leon County by fostering pro-active and responsive communication with employees and the community.

On behalf of Leon County, CMR also provides frequent communication to and maintains relationships with many intergovernmental entities and community-based organizations including the Council of Neighborhood Associations (CONA) for the County's annual Neighborhood Recognition Program, the Leon County Sheriff's Office for Emergency Management preparation and support functions, and the City of Tallahassee for the community Cold Night Shelter logistics and communication.

Jon Brown is responsible for the office's management and daily operations. He is a board member of the City-County Communications and Marketing Association (3CMA), and a member of the American Advertising Federation (AAF) - Tallahassee and the Florida Public Relations Association (FPRA) - Capital Chapter. An honors graduate of Florida A&M University, Brown has a background in Civil and Software Engineering.



Jon D. Brown

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PERFORMANCE DRIVEN

EDUCATION, INFORMATION & COMMUNITY OUTREACH

- To continuously enhance the community's ability to access local government, Leon County redesigned its website to promote transparency, accountability, and performance results. Community and Media Relations, along with Management Information Services, played an integral role in developing and relaunching this re-tooled website, which includes:
 - » **Citizens Connect Feature:** With just one click visitors can access online services, report or track a problem, make an inquiry or talk to a live person.
 - » **'Your Checkbook' Feature:** Invoices and expenditures are available for residents to review in order to see their tax dollars at work.
 - » **News Ticker Feature:** An attention-grabbing, real-time, scrolling text feature for County news headlines with links to current events and information.
- Always striving to keep the community informed, CMR delivered more than 106,000 bulletins via the County's digital media subscription service, GovDelivery, providing residents with up-to-the-minute news at their fingertips.
- With a goal of disseminating accurate and timely information, CMR continues to maintain informational updates for the County's award-winning Emergency Information Portal

- (EIP), which includes emergency alerts and associated health warnings, road closures, sandbag locations, shelter locations and status, evacuation routes and important health information.
- Partnered with the Office of Sustainability to plan, market, and present the 2011 Sustainable YOU Conference with the City of Tallahassee and Sustainable Florida.

Setting the Standard in Public Service



3CMA Savvy Awards - Silver
Circle: Awarded for a creative photography campaign for the 2011 Leon County Wellness Fair.



FPRA Image Awards: Awarded for creative design and development for the 2010 Annual Report and Sustainable Communities Summit materials.



AAF Silver ADDYs: Awarded for creative design and development for the Sustainable Communities Summit brochure and stationary package.



Did You Know

Commission meetings, live or previously recorded, can be viewed at www.LeonCountyFL.gov or Comcast Channel 16 (Tuesdays). Agendas and minutes can also be accessed on the County's website or by calling 606-5300.



HUMAN RESOURCES

PEOPLE FOCUSED

Human Resources provides strategic leadership and management of Human Resources functions to attract and retain a quality workforce. The three major program areas are Operations; Compensation & Benefits; Employee Relations and Performance Management.

Lillian Bennett has served as Director of Human Resources since 2004 and is a member of the National Society for Human Resource Management (SHRM). Bennett came to work for Leon County in 1994 and has held leadership positions as Assistant to the County Administrator, Director Office of Management and Budget, Director GEM Support Services and Assistant to the Public Works Director.

Bennett develops and implements annual program goals and objectives and provides program planning, oversight, policy guidance, training and senior level technical assistance to managers. Bennett also develops, implements and interprets Leon County personnel policies and procedures. She leads a Human Resources Team of dedicated professionals who attract, recruit, train and retain a quality workforce for Leon County.



Lillian Bennett

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Human Resources
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PERFORMANCE DRIVEN

ATTRACTING, TRAINING AND RETAINING A QUALITY WORKFORCE

- During the development of the annual budget, Leon County evaluated a number of strategies to reduce expenses while maintaining quality services. One specific effort involved implementing the Voluntary Separation Incentive Program to eligible employees which saved an estimated recurring cost of \$810,799 annually.
- Leon County ensures that newly hired employees meet stringent background evaluations prior to serving the citizens of the community. Human Resources implemented the Department of Homeland Security E-Verify Program for approval of newly hired employees.
- As a community partner to the Leon County Research and Development Authority, which governs Innovation Park, Human Resources provided recruitment, advertising, and support in its search for a new executive director.
- Recognizing the challenge that exists for disabled residents to secure jobs, Leon County partnered with the School Board, the Agency for Persons with Disabilities, Vocational Rehabilitation, and Opportunity Services to launch the first ever Leon County Project SEARCH pilot program which provided job training and employability skills for high school students with disabilities at twelve Leon County worksites.
- As part of a communitywide effort to promote healthy living, Leon County's Wellness Works! Team sponsored a successful 2011 Wellness Fair showcasing a variety of health and wellness vendors and exhibits.
- The Board of County Commissioners continued to support employment opportunities for the younger population of Leon County through the Summer Youth Training Program which provides job training and employability skills to youth ages 14-21 by working at various County departments and divisions.

Setting the Standard in Public Service

Gold Well Workplace Award: The Leon County Wellness Team was national recognized this year as recipients of the Gold Well Workplace Award from the Wellness Council



of America. The *Gold Well Workplaces Award* is given to organizations that successfully

build comprehensive worksite wellness initiatives, as well as demonstrate and document concrete outcomes.

Shooting Star Award: The Wellness Team also received the Shooting Star Award for the second year in a row from Working Well. This award is given out to companies



who have made significant progress in meeting the 7 Benchmarks; Capturing CEO

support, creating a cohesive wellness team, collecting data to drive health efforts, crafting an operating plan, choosing appropriate interventions, creating a supportive environment, and consistently evaluating outcomes.



PEOPLE FOCUSED

The Management Information Services (MIS) division provides continually improved, efficient, cost-effective technology and telecommunications products, services and information to the County's departments and other elected officials. MIS contains four divisions: Applications and Databases, Information and Telecommunications Technologies (ITT), Geographic Information Systems (GIS), and Justice Information Systems (JIS).

MIS works regularly with community partners. Partnering with Goodwill's Electronic Recycling program, Leon County donates surplus computers that are then made available for resale to the local community. A partnership between MIS and law enforcement is critical to the services of the justice system. MIS worked with the Florida Department of Law Enforcement to integrate web-based DNA information.

Director Pat Curtis has been with the County for more than 15 years, serving as director for the last 11. She holds a bachelor's degree in Computer Science and a master's degree in Public Administration.



Pat Curtis

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Management Information
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PERFORMANCE DRIVEN

MAINTAINING EFFICIENT & COST-EFFECTIVE INFORMATION TECHNOLOGY

- As part of the County's continuous efforts to enhance our citizens' ability to access County government, MIS, Community and Media Relations and private sector partners redesigned the County's website. Additional information regarding the new website can be found on pages 8-9.
- In order to increase community awareness of the many programs and services offered by not-for-profit organizations in Leon County, MIS coordinated with Facilities Management, the Public Information Office, 2-1-1 Big Bend, and Whole Child Leon to install electronic kiosk systems on the 1st floor of the County Courthouse. As part of this effort, MIS assisted 2-1-1 Big Bend in the rebuilding of their website to allow for touch screen use.
- In seeking opportunities to reduce expenses, provide information in a more timely manner and to offer sustainable solutions, MIS implemented a paperless process for the Board to utilize for their weekly agendas, workshop materials and other documents.
- In order to improve services at the Solid Waste Facility and Rural Waste Centers, new software was put in place that allows citizens to utilize credit cards as a form of payment.



Did You Know

Leon County's website received nearly 1 million visits per month from nearly 300,000 unique visitors. This is an average of over 27,000 visits per day or more than 1,000 visits per hour.

Setting the Standard in Public Service

2011 Digital Counties Survey: Designated Leon County in the Top



10 counties nationwide in the Digital Counties Survey Awards for effectively economizing and innovatively using technology within the population range of 250,000 – 499,999.

- With the growing popularity of social media, MIS developed an online summer reading program, in coordination with the Library, that allowed local residents to share and participate in discussion on books read.
- Since the completion of the 2010 Census, GIS has offered the technical support for the community-wide redistricting process. GIS worked with County Administration, Leon County School Board Superintendent's Office, and the Supervisor of Elections Office to develop federal and state mandated maps for commission districts, school board districts, and voting precincts.



Lee Hartsfield

GIS Coordinator
Geographic Information Systems
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PUBLIC WORKS AND COMMUNITY DEVELOPMENT

PEOPLE FOCUSED

Under Leon County government's new organizational structure, Public Works has been realigned to the Department of Public Works and Community Development. This new department consists of Public Works, Development Support and Environmental Management, Department of PLACE, and Facilities Management. By bringing these four discrete areas together, Leon County is able to create synergy and opportunities for further collaboration in the area of community development.

Under the leadership of Tony Park, the Department of Public Works and Community Development continues to seek out areas for improvement to streamline services.

Park served as the Public Works for the past eight years. He began his career with Leon County as a design engineer in 1979 and has served in several Public Works positions through the years. Park is a member of the National American Public Works Association, the Florida Engineering Society, and Florida Association of County Engineers and Road Superintendents.



Tony Park, P.E.

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PERFORMANCE DRIVEN

PLANNING, BUILDING & MAINTAINING QUALITY INFRASTRUCTURE

The Public Works department serves the residents of Leon County by planning, developing, and maintaining quality infrastructure for the community. The department delivers both environmentally sensitive and cost effective products and services. Public Works includes Administration, Engineering, Operations, Parks and Recreation, and Fleet Management.

- Leon County is committed to providing safe and efficient transportation for the community. This past year, Public Works assisted the Ft. Braden community with soliciting a response from the Florida Department of Transportation to expedite changes along State Road 20 to enhance the safety of the roadway for the residents of that community.
- To ensure that Leon County is readily available to assist with debris clean-up in the event of a natural disaster, Public Works initiated and oversaw the joint County/City process for selecting and awarding debris monitoring services. This contract makes certain that the County is equipped and prepared to begin clean-up as soon as possible after a major disaster.
- In an effort to continuously bring awareness to the community's cultural activities, Public Works collaborated with community members to secure proper placement of signage for the awarded Blues Society historical trail marker.
- Continuing to enhance current services for the community is one of the goals for Leon County. The department works with several citizens' advisory committees throughout the year to meet this goal, such as the Miccosukee Canopy Road Greenway Management Plan, Banner Road Corridor Study Committee, and Alford Greenway Management Plan.

Setting the Standard in Public Service

Big Bend Branch American Public Works Association (APWA) 2010 Project of the Year:

- » *Transportation Category* - Meridian Road Intersections Improvements.
- » *Structures Category* - Lake Henrietta Pedestrian Trail and Bridge
- » *Multifunction Category* - Timberlane Road Intersection Improvements
- » *In-house Maintenance/Enhancement Category* - Remediation of Safety Hazard Bannerman Road & Tekesta Drive Intersection



Did You Know

National Public Works Week occurs each May and was established in 1960 by President John F. Kennedy to serve as an annual reminder and celebration of the tens of thousands of men and women in North America who provide and maintain the infrastructure and services collectively known as public works.



Public Works In Action



Buck Lake Road Reconstruction - Phase III



2011 Greenway Day



Cascades Park



Road Work In Progress



J. R. Alford Greenway



PUBLIC WORKS: OPERATIONS

PEOPLE FOCUSED

The Public Works Operations division provides for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance.

This division oversees services supporting transportation infrastructure, rights-of-way, canopy roads, roadside beautification, stormwater maintenance, mosquito control, and programs that place an emphasis on efficiency, cost effectiveness, and environmental awareness.

Dale Walker has served as the division director since 2004 and has been an employee of Public Works for more than 35 years, receiving his designation as a Certified Public Manager from the Florida Center of Management in 1995. Walker oversees Right-of-Way, Stormwater, Alternative Stabilization, Transportation, and Mosquito Control programs.



Dale Walker

Division Director
Operations
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PERFORMANCE DRIVEN

TRANSPORTATION INFRASTRUCTURE

- Part of an on-going effort to make Leon County roadways safer for citizens who require increased night-time visibility, Operations purchased scientific instrumentation to measure the retro-reflectivity of signs. With this new equipment, Leon County is exceeding the minimum standards and specifications as described in the Federal Highway Administrations Manual on Uniform Traffic Control Devices. Other improvements include utilization of super high intensity sign facing materials, utilization of raised pavement markers and thermoplastic pavement striping for greater visibility of the County's Arterial roadways.
- Leon County continues to provide innovation in the area of sustainability and community beautification. Operations provided several examples of this throughout the year:
 - » Assisted the Office of Sustainability in the installation of the 40,000-gallon rainwater capture cistern project at the Cooperative Extension facility. Operations was responsible for delivery of the tanks, excavation of the cistern tank pits, and hauling the related soil and fill sand.
 - » Initiated the first ever roadside litter recycling program through the Right-of-Way Management program and more than nine tons of roadside litter was recycled this year.
 - » Collected more than 2,770 discarded used tires through numerous neighborhoods and were processed at the County's recycling center. Collecting the tires also resulted in less breeding areas for mosquitoes.
 - » Expanded the Wildflower Pilot Project in two new areas and documented the wildflower growth in all of the designated areas.
- » Celebrated Arbor Day 2011 by joining with the City of Tallahassee to plant 91 native trees at Lafayette Park. About 100 citizen volunteers came to help beautify this historic park.
- » Planted 280 southern crabapple trees as part of Leon County's Adopt-A-Tree Program.
- » Updated Leon County welcome signs in partnership with Leon County Tourism Development, the Division of Engineering Services and Community and Media Relations.
- To address public concerns and requests, Operations responded to over 150 after-hours service requests as a result of downed trees and other emergency issues as well as addressed over 6,500 service calls associated with mosquito control.

 **Did You Know**
During this past year, Operations...

- Repaired over 45 miles of road shoulders
- Installed and repaired over 11,000 street signs
- Painted over 100,000 square feet of pavement symbols



PEOPLE FOCUSED

Engineering Services strives to continuously provide cost-efficient, technical and project management support for the infrastructure projects, in house design support for more localized projects; survey services for county projects, right-of-way acquisition, and permitting and construction inspection.

Engineering Services also provides support for water/sewer franchising, review and approval of publicly dedicated subdivisions, review of private site plans for infrastructure impacts, traffic studies, issuance of right-of-way and driveway permits and much more. The stormwater program focuses on regional watershed planning with an emphasis on recreation/enhancement of natural ecosystem, compliance with state and federal water quality regulations, and development and implementation of stormwater projects to reduce flooding and improve water quality.

Division Director, Kathy Burke, P.E., has been with Leon County since March 2011. She brings with her a diverse skill set from her 28 years of combined experience of private and public sector work. She is the former public works director and city engineer for the City of Plant City.



Kathy Burke

Division Director
Engineering Services
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PERFORMANCE DRIVEN

PROFESSIONAL SERVICES AND QUALITY INFRASTRUCTURE

- As a safe and efficient transportation system is one of the standards for local government, Leon County is committed to constantly evaluating roadways for efficiencies. This past year, Engineering:
 - » Completed the construction of Buck Lake Road Phase II four months ahead of schedule and started construction on Buck Lake Road Phase III between Davis Dr. and Pedrick Rd. Phase III will be enhanced with turn lanes, safety improvements, stormwater improvements, bike lanes, sidewalks and landscaping for residents within that community. The final design was a result of considerable community involvement during the design development process.
 - » Initiated the Bannerman Road Corridor Study to look at the long range transportation needs for Bannerman between Thomasville Road and Meridian. Engineering Services engaged the community to help shape the selection of the preferred alternative route by holding several open houses and ten Citizen Advisory Board meetings.
 - » Began construction on intersection improvements to add turn lanes on Buck Lake Rd. at Nabb Rd. and Walden Rd. to improve safety and traffic flow.
 - » Completed multiple resurfacing projects: Williams Road, a portion of CR 59, Rhoden Cove, Mill Branch, Millers Landing and Aeon Church Roads.
- In order to implement the most cost-effective options to reduce flooding and improve the community's surface and ground water quality, Engineering Services:



Did You Know

County stormwater staff samples water quality at 73 sites throughout Leon County covering 13 lakes, 27 streams and 2 rivers to produce an annual water quality report. This report helps identify trends in water quality and enables the measurement of the effectiveness of stormwater systems as well as provides quantifiable data for prioritization of water quality projects.

- » Removed 210 acres of invasive plants and replaced these exotics with native wetland plants in the Rhoden Cove area for enhancement of the wetland filter for Lake Jackson.
- » Designed, permitted, and acquired the property necessary to complete the flood relief work in the Timber Lake subdivision which will be accomplished through Community Development Block Grant (CDBG) funding. Construction of the project commenced in the fall of 2011 and is anticipated to be completed by mid-2012.





PUBLIC WORKS: PARKS AND RECREATION

PEOPLE FOCUSED

With over 3,400 acres of community parks, boat landings, campgrounds and greenways, Leon County is committed to providing the community with safe and picturesque recreational areas for all residents. Leon County Parks & Recreation Division is responsible for developing and maintaining pristine parks in unincorporated Leon County.

Leon County is committed to giving every child the best possible experience with youth sports. In order to achieve this Parks and Recreation strives to continuously provide quality facilities for youth athletic programs. The County partners with three organizations to manage these active youth programs: Little League for baseball, TOPS of Florida for Soccer, and Big Bend Pop Warner for Football.

Parks and Recreation manages the County's five community centers which are located throughout the unincorporated area. This division is responsible for developing, communicating, and monitoring the policies and standards for the use and scheduling of the facilities.

Parks and Recreation

606-1470

www.leoncountyfl.gov/parks/

PERFORMANCE DRIVEN

MAINTAINING LEON COUNTY'S PRISTINE PARKS & GREENWAYS

- Leon County continues to develop and promote the many unique recreational amenities the community requires. This year, the division partnered with the Gulf Winds Track Club, Florida State University and Leon County Schools to host five different running events at the Apalachee Regional Park Cross Country Trail, including the FSU Cross Country Invitational with over 1,100 runners.
- As stewards of many of the County's most precious natural resources, the County initiated the 10-year review and update to the Management Plans for the Miccosukee Canopy Road Greenways and the J.R. Alford Greenways. This effort involves the active participation of a dedicated group of citizens. The resulting updates of the two plans will be brought to the Board, and ultimately to the State of Florida for final approval.
- Through Leon County's five community centers, the division continues to provide a variety of activities for our communities seniors. This includes partnering with Leon County Senior Outreach which conducts Senior Days at Fort Braden, Chaires, Miccosukee and Woodville Community Centers on a monthly basis. These events typically host more than 1,000 Seniors annually.
- The County's youth are served through a number of community partners that manage the active recreation programs in baseball, soccer, and football. Last year, more than 3,000 youth participated in these programs.
- Leon County, along with the Savannah Newton Challenger League, provides a unique soccer and baseball program especially for mentally and/or physically challenged youths, ages 5 through 18. Through this program, these athletes are able to participate in activities structured to meet their needs and abilities. The home park for this program is Canopy Oaks Community Park.



Did You Know

Leon County maintains over 3,400 acres of greenways and trails.



PEOPLE FOCUSED

The Fleet Management Division provides the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.

Fleet enhances customer satisfaction by soliciting input before, during and after certain repairs. Fleet employees perform all repairs with respect for the environment and consistently demonstrate that service is the most important product.

The division performs more than 1,000 preventative maintenance services annually on more than 600 pieces of County equipment. Major repairs have been significantly reduced as a result of an aggressive preventative care program.

John Pompey is the Fleet Management Director and has led the implementation of a comprehensive preventative maintenance program and developed a vehicle and equipment replacement policy.



John Pompey
Division Director
Fleet Management
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PERFORMANCE DRIVEN

VEHICLE REPAIR & PREVENTATIVE MAINTENANCE

- To promote efficiency within Fleet Management and enable staff to better manage resources, numerous changes in work processes were implemented. These changes include:
 - » Improved the ability to track and monitor the County's fuel consumption ultimately saving the County money and enabling staff to better manage resources.
 - » Developed bulk tank fuel logs, fuel use reconciliation, and installation of security cameras at the refueling facility.
 - » Installed two 30-ton capacity, four post lifts and jacks to perform preventative maintenance services and brake repairs specifically in ambulances.
- In order to properly manage the community's financial resources, Fleet Management regularly pursues cost savings opportunities such as:
 - » Contracted with a vendor who purchases used oil from the County and provides the used oil filter disposal service at no cost. This contract saves the County over \$2,000 per year.
 - » Collected \$177,818 in surplus equipment auctions and \$230,000 through the equipment buy-back program for a total of \$407,818.
 - » Provided fleet services at an hourly rate of \$74, compared to the average private sector rate of \$99 for a total average savings of \$25 an hour.



Did You Know

Leon County recycles more than 2,000 gallons of used motor oil during the year.





PUBLIC WORKS AND COMMUNITY DEVELOPMENT: DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT

PEOPLE FOCUSED

Under Leon County government's reorganization, the Department of Development Support and Environmental Management (DSEM) has been realigned under the department of Public Works and Community Development. DSEM provides one-stop permitting and processing services related to development activities, and consists of four divisions: Building Review & Inspection, Development Services, Environmental Compliance, and Permit and Compliance Services. The primary mission of DSEM is to ensure the continued vitality of the County, including both the built and natural environments, by promoting awareness and compliance with the Board's adopted growth management regulations.

Through the department's work with a variety of public and private partners and organizations, DSEM addresses the issues impacting the growth of the local community. DSEM frequently holds meetings to engage citizens on matters critical to the future of Leon County.

Director David McDevitt has led DSEM since 2005, and he previously served as the department's director of Development Services. He is a Certified Planner with extensive experience and professional practice in the areas of growth management, land use and transportation planning.



David McDevitt

Director
Development Support &
Environmental Management
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PERFORMANCE DRIVEN

PERMITTING, INSPECTION, DEVELOPMENT & SUPPORT

Development Services Division

- Throughout the current economic condition, the County has actively pursued opportunities to improve the economic condition of the housing market:
 - » Implemented a new 2-track review and approval process intended to streamline the review of site and development plans by providing applicants the option of either an expedited Concept Plan Approval track or a Final Design Plan Approval track.
 - » Implemented a Project Manager concept for site and development plan applications in order to provide a more efficient delivery of customer service. The Project Manager provides applicants and citizens with a primary contact for particular projects and assists in resolving issues that may arise during the development review process.
- With the assistance of the Management Information Services Department, staff implemented Project Dox, a web-based project management and tracking software application enabling applicants to submit site and development plans digitally. Project Dox is intended to reduce costs and time associated with paper submittals, provide an efficient and transparent delivery of services, and reduce review and project approval timeframes.
- To provide regulation for the growing mobile food service industry, DSEM drafted an ordinance that provides regulations to these mobile operations which address issues relating to traffic circulation, pedestrian safety, land use compatibility and environmental concerns.

- The County works to ensure that the community has a reliable and consistent system of assigning addresses to buildings and properties. Such a system is necessary for the public health, safety, and economic growth. DSEM assigned and/or verified an estimated 2,597 additional street addresses in the County. The department coordinated with the Florida Department of Agriculture to complete street naming for trail heads located within the Apalachicola National Forest to provide consistency with the addressing and street naming procedures, as well as the Emergency 9-1-1 System.

Building Review and Inspection Division

- In a continued effort to support sustainability initiatives throughout the community, the Building Inspection Division, with input from representatives of the industry, developed a revised fee assessment methodology for the installation of solar. This effort included a revised Internet and telephone application process.
- In an effort to reduce the review time and cost for natural gas permits, the Building Inspection staff revised and streamlined the natural gas permitting process for natural gas installations within Leon County. The process removes the requirement for the City of Tallahassee to permit natural gas installations in Leon County.



Did You Know

Leon County now offers expedited site plan reviews, which includes concurrent review of associated environmental and building permits.



PERMITTING, INSPECTION, DEVELOPMENT & SUPPORT



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Emma Smith
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- In order to ensure the safety of buildings within unincorporated Leon County, the Building Inspection staff, consisting of five multi-licensed inspectors, performed approximately 14,770 building, electrical, plumbing and mechanical inspections. Two multi-licensed plans examiners on staff in the Building Inspections Division processed approximately 3,309 building permit applications.

Environmental Compliance Division

- On November 2, 2010, the citizens of Leon County amended the County Charter requiring the establishment of countywide environmental standards. Following input from several citizen groups, the Commission adopted a two-phased implementation approach. Staff continues to work cooperatively with the City of Tallahassee to develop comprehensive Minimum Countywide Environmental Standards for the entire community.
- The division worked with the Science Advisory Committee (SAC) and Leon County Public Works Department to complete the drawdown of Lake Munson and permitted the necessary dam repairs.
- Staff assisted in completion of permitting for the new Florida Gas Transmission 36-inch line across the County, after securing 132 acres of environmentally sensitive land (Eight Mile Pond Tract) as mitigation at no cost to the County.
- An important function of the County is to ensure the protection of the community's natural features. The Environmental Compliance Division completed the review of 549 environmental permit applications, 60 site plan and subdivision requests, 45 natural features inventories, and 45 stormwater management facility operating permit reviews.

Permit and Compliance Services Division

- A growing concern of the community this past year was the proliferation of simulated gambling facilities in Leon County. In June 2011, the Commission adopted an ordinance regulating and limiting the number of such facilities. Permit and Compliance Services implemented the new Simulated Gambling Devices Ordinance developing the application process and working with the County Attorney's Office to establish a database for tracking simulated gambling facilities.
- Development support through customer service is critical to the department's success. The following provides a quick summary of the volume of citizens utilizing the services of the division:
 - » Assisted approximately 9,700 walk-in customers, processed approximately 2,700 applications, and provided assistance with over 32,000 telephone calls over the past year.
 - » Supported 1,108 contractor licensing walk-in and telephone customers and responded to 2,356 code compliance calls that resulted in 637 site inspections.



Did You Know

Leon County now accepts and reviews many types of plan submittals electronically. Applicants may submit digital plans or electronic files in lieu of paper copies.



PUBLIC WORKS AND COMMUNITY DEVELOPMENT: DEPARTMENT OF P.L.A.C.E. | BLUEPRINT 2000

PEOPLE FOCUSED

Under Leon County government's new organizational structure, the Department of Planning, Land Management, and Community Enhancement (PLACE) was created to realign the Tallahassee-Leon County Planning Department and Blueprint 2000. PLACE is part of the Public Works and Community Development department and emphasizes the desire to create a livable, sustainable community with areas with a sense of place and to better coordinate planning and Blueprint 2000 activities.

The Blueprint 2000 Intergovernmental Agency (BP2000) is a division of the Department of PLACE. BP2000 plans, designs, and constructs infrastructure and environmental projects funded from the one-cent local-option sales tax. The Intergovernmental Agency Board consists of the seven Leon County Commissioners and the five City of Tallahassee Commissioners. BP2000 also works with a 13-member Citizens Advisory Committee and technical staff from City and County Departments.

The Department of PLACE is led by Director Wayne Tedder, who began working for the Planning Department in 1997. Tedder is a member of the American Institute of Certified Planners.



Wayne Tedder

Director
Planning Department
891-6400

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PERFORMANCE DRIVEN

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

- In order to ensure governmental organizations operate effectively and efficiently, BP2000 underwent a joint management review by the Leon County Office of Management and Budget and the City of Tallahassee Office of Budget and Policy. The management review team identified an opportunity to integrate the management of BP2000 and realign the reporting of the Executive Director to the Planning Director. This resulted in the reorganization of the Planning Department and BP2000 into the Department of Planning, Land Management, and Community Enhancement (PLACE).
- BP2000 is committed to the proper management of the community's financial resources and routinely applies for grants in order to supplement funding for its projects. This past year BP2000 has received the following grants:
 - » \$9.2 million from the Florida Department of Transportation (FDOT) to extend the widening of Capital Circle Southwest to south of SR 20.
 - » \$2.7 million from FDOT to design future Capital Circle Southwest improvements from Orange Avenue to Springhill Road.
 - » \$4.2 million in Disaster Relief Emergency Funds to construct stormwater improvements along Franklin Boulevard in cooperation with Leon County Grants Coordinator.
- In the pursuit of developing holistic infrastructure, BP2000 is designing and constructing four segments of Cascades Trail, specifically Cascades Park. The park is expected to open in late 2012 and will provide significant stormwater management facilities to abate flooding problems along the St. Augustine Branch as well as a beautiful setting for a world class park. Blueprint conducted numerous tours of Cascades Park this past year showing the ongoing construction of this 24-acre park. In addition, BP2000 worked with citizens to design the Cascades Connector Bridge over South Monroe Street.
- BP2000 continues to develop transportation corridors that incorporate pedestrian and bicycle trails into greenways and includes sidewalks and bike lanes on roadway projects. During the past year BP2000:
 - » Broke ground on another segment of Capital Circle from Woodville Highway to east of Crawfordville Road on May 3, 2011.
 - » Developed plans and acquired the right-of-way for the widening of Capital Circle Northwest/Southwest from US 90 to near Orange Avenue. Construction is scheduled to begin early 2012.



Did You Know

BP2000 and its partners have protected over 2,300 acres of environmentally sensitive lands within Leon County.



Capital Circle Southeast Groundbreaking Ceremony



PEOPLE FOCUSED

The Tallahassee-Leon County Planning Department, a division of PLACE, provides information, planning recommendations, and expertise to County and City governments, the Planning Commission, appointed boards and committees, residents and businesses in the areas of long-range land use, environmental, and transportation.

Planning is also responsible for developing and implementing special projects including small area plans for transportation mobility and sense of place projects utilizing innovative urban design standards.

Planning is led by Roxanne Manning, who was recently appointed the Planning Manager during the reorganization. Manning previously worked with the City of Tallahassee's Community and Economic Development department, specifically the Community Redevelopment Agency (CRA).



Roxanne Manning

Planning Manager
Planning Department
891-6400

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PERFORMANCE DRIVEN

PLANNING TODAY FOR TOMORROW'S COMMUNITY

- Leon County is dedicated to promoting and encouraging transportation mobility within the community. During the past year, the Planning Department actively promoted transportation mobility:
 - » Launched **BikeTallahassee.com**. The website is a comprehensive source of information for bicyclists and pedestrians. It reflects all the existing publicly maintained bicycle and pedestrian facilities in the City and Leon County. It also features safety information and an interactive map of existing facilities.
 - » Developed Needs Plan Map for Mobility Projects Website in coordination with Tallahassee-Leon County Geographic Information Systems (TLCGIS). The website details all planned multimodal projects within Leon County, including planned bicycle, pedestrian and shared-use path facilities. Using this interactive map, citizens are able to access information on planned, completed, and under construction multimodal projects within Leon County.
- The Department of PLACE is in the process of creating a Design Studio to support quality development. Design Studio staff designers will provide design consultations to individual property owners/developers and design professionals to assist them in creating development plans which are livable and achieve the community's vision. Designers will provide assistance by making recommendations on site layout, appropriate building types and details, and appropriate streetscape elements.
- In order to create and develop a sense place in Leon County, the Planning Department oversees the management and implementation of the Comprehensive Plan which focuses on long-range community planning. The State of Florida requires local governments to periodically assess the effectiveness of their Comprehensive Plan to adequately address changes in local conditions and changes in the State's policy. This year the Planning Department:
 - » Prepared and distributed the 2010 State of the Southern Strategy Report. The report reiterates the vision of the Southern Strategy, establishes baseline data, gives comparisons to the previous reports, and assesses progress made on the policy requirements in the Comprehensive Plan.



Aerial photo of Capital Cascades Park construction



PUBLIC WORKS AND COMMUNITY DEVELOPMENT: FACILITIES MANAGEMENT

PEOPLE FOCUSED

Under the County's new organizational structure, the Facilities Management Division has been realigned to the Department of Public Works and Community Development. Facilities Management serves the citizens of Leon County and the occupants of County facilities through the provision of professional construction, operation, and maintenance services. The Facilities Management team consists of highly qualified architects, engineers, and building support staff who provide professional design, construction, operation, and maintenance services to all of the buildings facilities owned and operated by Leon County.

To provide safe, clean, and fully functional County facilities for the community, Facilities Management is responsible for the physical maintenance and operations within a network of Leon County's 84 buildings including community centers, libraries, and the County Courthouse.

Tom Brantley, a multi-state-licensed professional engineer and certified general contractor, has led the division of Facilities Management since 1995. Brantley is a member of many organizations including the National Society of Professional Engineers, the Florida Engineering Society, and the International Facilities Management Association.



Tom Brantley

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Facilities Management
606-5000

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PERFORMANCE DRIVEN

PROFESSIONAL CONSTRUCTION & MAINTENANCE FOR COUNTY BUILDINGS

- To continue to enrich the community and provide a dynamic resource for creative and intellectual pursuits, Leon County through Facilities Management oversaw the design and construction of five library projects:
 - » B.L. Perry and the Northeast Branch library expansions
 - » Completion of the Woodville Branch Library as an addition to the Woodville Community Center
 - » Eastside Branch Library, another major branch library project, entered construction in the past year and opened in November 2011.
 - » Lake Jackson Branch Library project entered the design phase this year. The project, which also includes a community center and renovation of Huntington Oaks Shopping Center, is anticipated to be complete in late 2012.
- In order to ensure that Leon County is recognized as a leader in sustainability, Facilities Management assisted the Office of Sustainability with several projects this past year:
 - » Implemented a 40,000 gallon rainwater cistern for the Cooperative Extension building which consists of four reclaimed 10,000 gallon fiberglass tanks.
 - » Constructed the Fort Braden Community Garden and provided irrigation and fencing.
 - » Coordinated the installation of more than 80 energy efficient windows at the Fort Braden Community Center.
 - » Completed the Energy Efficient Community Block Grant lighting project to provide energy efficient lighting at the Courthouse, Bank of America Building, and Main Library.
- As public safety is one of the critical responsibilities of county government, Leon County and the City of Tallahassee broke ground on the joint Public Safety Complex this year. The County's Facilities Management team will manage the oversight of the private sector construction manager and contracting process. Completion of the complex is scheduled for January 2013.
- To provide safe, clean, and fully functional County facilities for the community, Facilities Management completed several midsize renovations and project upgrades throughout the year, including:
 - » Renovated the Jury Room in the Courthouse to provide seating for 126 jurors.
 - » Completed major renovations to 6th/7th floor bathrooms for ADA compliance in the Bank of America Building
 - » Completed the design and construction of the restrooms located at Tower Road Park. This park provides recreational activities for hundreds of citizens annually.
- In order to streamline all real property acquisition, appraisal, tax certificates, and management, Leon County created an in-house Real Estate Management Division through the utilization of existing vacancies. Previously four different divisions handled various aspects of the real estate functions.



Did You Know

Facilities Management staff maintains approximately 1 million sq. ft. of Leon County buildings including community centers, libraries, the Courthouse, and the Public Works complex.

OFFICE OF INTERVENTION AND DETENTION ALTERNATIVES: PROBATION, SUPERVISED PRETRIAL RELEASE & DRUG/ALCOHOL TESTING



PEOPLE FOCUSED

Under the County's new organizational structure, the Office of Intervention and Detention Alternatives was created to align all jail management activities under one office. Probation, Supervised Pre-Trial Release, and Drug and Alcohol Testing programs have been realigned under this new office. Intervention and Detention Alternatives is dedicated to restoring and enhancing the quality of life of the clients it serves, assisting them in becoming productive and responsible citizens for a safer community.

Intervention and Detention Alternatives serves as the liaison with the State Attorney, Public Defender, law enforcement, and the Courts and also partners with these entities to hold such events as the Fugitive Safe Surrender Event.

The Office Intervention and Detention Alternatives director, Wanda Hunter-Donaldson, has been a Leon County employee for more than two decades. She is a member of the American Probation and Parole Association and has served on the Board of Directors of the Florida Association of Pretrial Professionals of Florida. Hunter-Donaldson has also been recognized by the National Forum for Black Public Administrators for outstanding service in Law Enforcement and Public Service.



Wanda Hunter-Donaldson

Director
Office of Intervention and
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PERFORMANCE DRIVEN

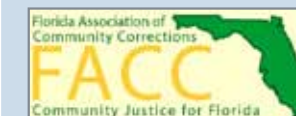
COURT SERVICES, CASE MANAGEMENT & COMMUNITY SERVICE

- Leon County through the Office of Intervention and Detention Alternatives is dedicated to assisting its clients and in making them productive and responsible citizens for a safer community while providing information to the Courts to properly dispose of cases in a timely manner, thereby ensuring the smooth and efficient operation of the Criminal Justice System:
 - » Probation office maintains a monthly average caseload of 1,500 offenders with court ordered conditions of sentence.
 - » Completed more than 6,300 offender assessments and documented criminal history summaries in preparation for First Appearance judicial review and consideration for pretrial release.
 - » Monitored an average of 519 offenders each month.
 - » Successfully monitored 51 offenders with court ordered mental health conditions. All cases were closed successfully and no offenders were required to return to jail during this period.
- At the request of the Judiciary, Leon County developed the Drug and Alcohol Testing Program in order to ensure proper quality control. The division performs more than 700 alcohol tests and more than 900 drug tests each month.
- As public safety is one of the critical responsibilities of county government, Leon County continues to focus on jail population management and recidivism issues in cooperation with the Public Safety Coordination Council. This council consists of representatives from law enforcement, state attorney, public defender, judiciary, and county commission. Intervention and Detention Alternatives is responsible for staffing this council.
- Partnerships are critical in addressing jail population management and recidivism issues in our community. The Fugitive Safe Surrender Event held in December 2010 was designed to encourage individuals with outstanding misdemeanor warrants to surrender in a safe manner. This event was a collaboration between community leaders and representatives from Bethel AME Church, the U.S. Marshall's Service, 2nd Judicial Circuit Court Administration, Leon County Clerk of Court and local law enforcement agencies.



Setting the Standard in Public Service

Recognized by the Florida Association of Community Corrections (FACC) for assisting with the development of the Risk Assessment Tool



Training for corrections officials in the Big Bend region.



Did You Know

Leon County's Work Program used 1,800 offenders with court ordered sentences to work on roadway, greenway, park and facilities maintenance and general public service.



PEOPLE FOCUSED

The Office of Sustainability provides leadership, education, policy analysis, project development, measurement and accountability for the County's sustainability efforts. The division is a resource for County operations and community residents for topics related to energy conservation, waste reduction and recycling, green building practices and products, greenhouse gas emissions and more.

The Office of Sustainability routinely collaborates with governments, not-for-profits, businesses, and individuals citizens to promote sustainable living. This year, Leon County hosted the Sustainable YOU Conference jointly with the City of Tallahassee and Sustainable Florida in October 2011 to educate attendees locally and from across the state about the importance and advantage of sustainable living.

Maggie Theriot is the Director of Resource Stewardship and serves as the point person for sustainable actions both internal to the County and in the community. She holds master's degrees in Public Administration and Urban and Regional Planning from the Florida State University.



Maggie Theriot

Director
Office of Resource Stewardship
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PERFORMANCE DRIVEN

GROWING GREEN TOGETHER

- As a recognized leader in sustainability, Leon County was awarded two significant grants:
 - » A \$481,000 grant that will allow for the Cooperative Extension building to be transformed into a “net-zero” energy building. As a result, over the course of a year, the building will create as much energy as it consumes. A solar photovoltaic system that creates energy and a very energy efficient geothermal air conditioning system will be installed with grant funds.
 - » A \$1.17M grant for energy efficiency improvements to several county buildings as part of the American Recovery & Reinvestment Act. Leon County utilized the funds to install more efficient lights and occupancy sensors and controls which will save the County \$170,000 on annual energy costs.
- In leading by example, Leon County continues to provide innovation in the area of sustainability. The Office of Sustainability coordinated the installation of a 40,000 gallon rain water cistern at the Leon County Cooperative Extension Facility. The cistern, which is considered the largest system in the Southeast, was designed internally utilizing two petroleum tanks that were repurposed to hold rain water captured from the roof of the Cooperative Extension building.
- Leon County values strong neighborhoods and the importance in supporting initiatives that strengthen communities. Through a creative effort, a thriving community garden is now established on County owned property in the Ft. Braden community. The County provided initial infrastructure such as fencing and irrigation, while members of the community plant and maintain the vegetables and fruit. The success of the garden has been demonstrated by all 40 plots being occupied and a waiting list established.
- Leveraging a number of community partners has allowed the County to expand its community gardens program. Leon County Volunteer Services and Veteran Services, in partnership with the Council of Neighborhood Associations (CONA), Veterans Village and St. John Missionary Baptist Church, contributed to the Veteran Memorial Community Garden Project at the FAMU Community Garden.
- The Board of County Commissioners has made a commitment to simplify citizens' efforts to live sustainable. In June 2011, the Board reduced the permit cost to homeowners for retrofitting their homes with solar energy from an average cost of \$533 to \$170.
- Realizing that building a sustainable community requires citizens to be knowledgeable and able to make informed decisions that impact their own lives, a grass-roots style training series (known as EcoTeams) was developed by the Office of Sustainability through partnership with entities such as the City of Tallahassee, Cooperative Extension, and Sustainable Tallahassee. EcoTeams are small groups of individuals who commit to meet together over a period of eight weeks to learn about ways to reduce consumption of energy, water, solid waste and other resources to create a more sustainable community.



Did You Know

Leon County recently opened the new Eastside Library which is anticipated to achieve Leadership in Energy and Environmental Design (LEED) Gold Certification.

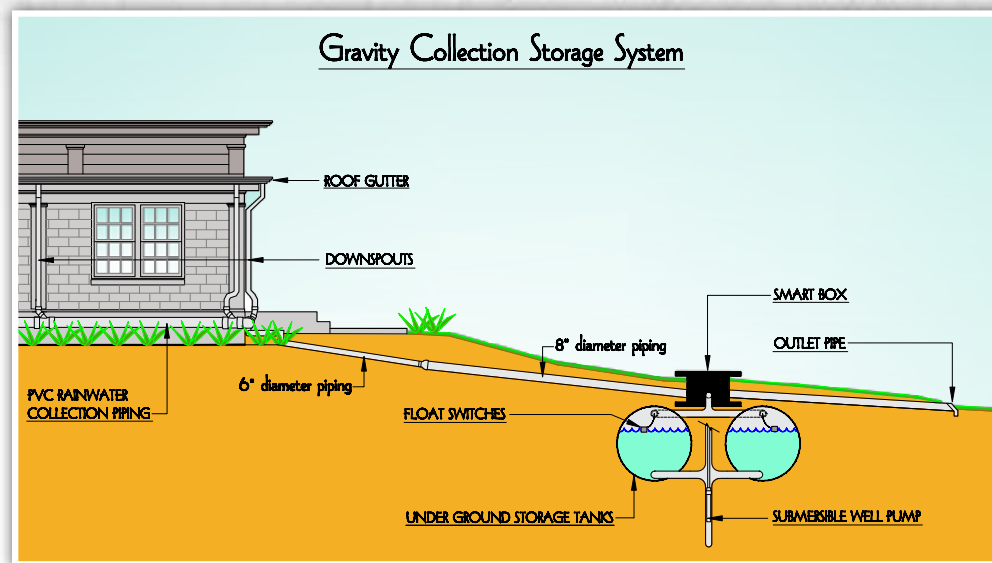
- Sustainability also provides the County opportunity to not only be green, but save some “green.” The County will save \$40,000 annually after the Board of County Commissioners adopted green cleaning policies for all major County facilities. The “green” aspects of the service include the cleaning equipment, consumable supplies, and cleaners while reducing the environmental impact of custodial services.

Setting the Standard in Public Service



Leon County was runner up for the 2011 Sustainable Florida leadership award in part for its water conservation efforts, as demonstrated

through installation of a 40,000 rainwater cistern for the Extension Facility. This system is projected to reduce the demand for potable water at the facility by 80%.





OFFICE OF RESOURCE STEWARDSHIP: SOLID WASTE MANAGEMENT

PEOPLE FOCUSED

Leon County Solid Waste Management provides an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. The division is comprised of the Solid Waste Management Facility (the landfill), Transfer Station, Rural Waste Service Centers, Household Hazardous Waste Collection Center, and Recycling Services and Education.

The division's success depends largely on strong community partnerships to accomplish its goals and objectives. One partnership includes the Sharing TREE, a collaborative effort of the County, City of Tallahassee, Leon County School Board, Sustainable Tallahassee, and Goodwill Industries that donates new and reusable high-quality classroom supplies and materials to teachers. Through a partnership with Marpan Recycling, the County has significantly increased the recycling of construction and demolition-related debris.

Director Norm Thomas has led the division since 2004 and has 30 years of experience in the solid waste industry. He holds a certificate in Natural Areas Management from the Nature Conservancy, is a graduate of Leadership Gainesville, and he is a Certified Manager of Solid Waste Systems, Landfill Operations and Transfer Station Operations.



Norm Thomas
Division Director
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PERFORMANCE DRIVEN

CUSTOMER SERVICE, ENVIRONMENTAL STEWARDSHIP & INNOVATION

- Leon County continues to seek innovative ways to increase recycling in the community. One approach led to a partnership with HDR Engineering to conduct a pilot composting project at the Apalachee Solid Waste Management Facility. The compost is made by combining food waste, cardboard, paper, yard debris, and biosolids in an air-tight container. An objective of this small-scale project is to determine if enough methane could be produced on a large scale to generate electricity. The project is currently on-going.
- Through cooperative efforts, the County, the City of Tallahassee, and Sustainable Tallahassee successfully worked to expand the types of plastics that are recyclable within our community. Leon County recycling staff worked with the materials processor company which receives many of the areas recycled goods in order to identify current barriers limiting the types of plastics accepted.
- In a continued effort to educate the entire community on the importance of recycling, the division created Leon County's "Rhonda Renee Recycles" Show for elementary students. This free show incorporates music and games to teach children about waste reduction and recycling. Rhonda's skirt is made out of detergent bottles, and she sports jewelry made from aluminum cans.
- The Leon County Transfer Station processes over 180,000 tons of Class I (household) waste a year. Recognizing the impact of this operation on the surrounding community, an improved wheel washing system was installed to better clean the tires of garbage collection vehicles as they exit the facility.



Did You Know

On average, the Hazardous Waste Center processes approximately 1,750 pounds of hazardous material per day.

- The Swap Shop, which promotes the reuse of household products, continues to be a popular feature of the Household Hazardous Waste (HHW) Program. The program provides the opportunity to exchange new or partially used household products such as paint, pool chemicals, and polishes at no charge.



Setting the Standard in Public Service

Solid Waste was recognized at the North American Hazardous Materials Management Association Florida-Caribbean Chapter



Annual Workshop with the "Picric Acid" award for successfully and safely handling two WWII-era DDT aerosol canisters and the "Pickled Skunk Brains" award for the most unusual material handled by a Florida HHW during the year.



Did You Know

In 2011, the Leon County Recycling Program recycled 12,631 lbs of Styrofoam.



PEOPLE FOCUSED

Cooperative Extension is a partnership between Leon County, University of Florida, and the United States Department of Agriculture. Together the organizations share in the planning, financing and operation of the Cooperative Extension programs. Leon County Extension conducts research-based educational programs in agriculture, horticulture, natural resources, family and consumer sciences, and 4-H youth development.

In an effort to maximum the experience and knowledge available in our residents, an important component in developing the department's annual programming is to utilize its citizens committees. These committees help shape the educational programs offered to enhance the quality of life in the community. Every year, citizens enjoy the classes, workshops, and sessions offered in family and consumer sciences, agriculture, horticulture, forestry, natural resources, and 4-H youth development.

Currently, the Extension Center is being transformed into a demonstration site for sustainability education. The first phase involved reusing 40,000 gallon petroleum tanks to create a rainwater recycling system which is now operational. The second phase will be completed in 2012 with grant funds and will allow for the Cooperative Extension building to be transformed into a "net-zero" energy building; in essence, the facility will produce as much energy as it uses and serve as an example of sustainable living in Leon County.

Cooperative Extension

606-5200

www.leoncountyfl.gov/CoopExt/

PERFORMANCE DRIVEN

CULTIVATING SOLUTIONS FOR YOUR LIFE

- Leon County recognizes the importance of continuously providing educational and unique learning opportunities for the youth of our community:
 - » Over 375 youth participated in the Office's 4-H day camps and residential camping experience. Through the popular program, local youth learn about life skills, environmental stewardship and healthy living.
 - » More than 6,000 Leon County students and 250 teachers from 47 schools participated in the Extension Office's 4-H Tropicana Public Speaking Program. The contest helps thousands of youth annually to gain critical thinking, writing, and presentation skills.
 - » In partnership with Florida A&M University, the Office taught 250 youth the basics of composting during the Agriculture Rally held on FAMU's campus.
- The County understands that as a government, the need to leverage community volunteers is essential to the success of many of its programs:
 - » Master Gardener volunteers established and maintained onsite vegetable demonstration garden at the Extension Center. The garden demonstrates conventional production methods and organic and hydroponic techniques. The first harvest produced 281 pounds of vegetables that was donated to a local food bank.
 - » Master Gardener, Master Wildlife Conservationist, Family and Consumer Sciences, and 4-H youth and adult volunteers contributed 26,552 hours of volunteer service to Cooperative Extension programs. This is the equivalent of thirteen full-time employees.



- As a leader in statewide sustainability efforts, the Extension Office helped to design and launch the "Sustainable Floridian" a statewide education/action program that trains and inspires volunteers to deliver information to residents on the significance of sustainability, the value of lifestyle choices and its impact on the environment.
- In an effort to maximum resources and provide critical skills, the Cooperative Extension office held three in-depth sessions including basic nutrition, food safety and cooking skills to help prepare 57 preschool teachers to educate young children about the important life skills through hands-on learning.





OFFICE OF FINANCIAL STEWARDSHIP: OFFICE OF MANAGEMENT & BUDGET / RISK MANAGEMENT

PEOPLE FOCUSED

To focus emphasis on the importance of financial stewardship, the Office of Management and Budget (OMB) and Purchasing Division have been realigned into the Office of Financial Stewardship. OMB is responsible for developing and monitoring the annual operating and capital improvements budgets, fiscal policy analysis, and special project research. OMB coordinates program evaluations and provides management consulting services as requested. OMB produces the annual operating and capital budget, the annual and mid-year financial reports, and conducts management reviews.

In order to ensure greater organizational efficiencies and transparency, OMB worked with several community partners during the past year. OMB partnered with the City of Tallahassee Office of Budget and Policy to conduct a joint management review of Blueprint 2000. OMB also worked with the Clerk of Courts Finance Division and Management Information Services to implement the 'Your Checkbook' feature on the new County website.

Office of Financial Stewardship Director Scott Ross has been with OMB for six years, serving previously as Budget Director. He is a member of the Government Finance Officers Association.



Scott Ross

Director
Office of Financial Stewardship
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PERFORMANCE DRIVEN

COMMITTED TO RESPONSIBLE PLANNING AND MANAGEMENT OF THE COMMUNITY'S FINANCIAL RESOURCES.

- Leon County is committed to responsible planning and management of the community's financial resources. This commitment was demonstrated throughout the development of the FY 2011/2012 budget, where the Commission reduced the budget by 3.5% from FY 2010/2011. Since FY 2007/2008 Leon County's budget has been reduced by \$48.9 million, or more than 17%.
- OMB routinely conducts management reviews of governmental organizations to ensure that these organizations are operating effectively and efficiently. During this past year, OMB and the City of Tallahassee Office of Budget and Policy completed a joint management review on Blueprint2000 Agency. The management review team identified an opportunity to integrate the management of BP2000 and realign the reporting of the Executive Director to the Planning Director. This resulted in the reorganization of the Planning Department and BP2000 into the Department of PLACE (Planning, Land Management, and Community Enhancement), which coordinates planning and BP2000 activities to create a livable and sustainable community.
- To provide greater transparency in County Government, OMB coordinated with the Clerk of Courts Finance Division, and Management Information Services to implement the 'Your Checkbook' feature on the County website. This new feature allows residents to review county expenditures and invoices and see their tax dollars at work.

- Leon County once again has the lowest net budgets (\$739) per countywide resident among like sized counties and has the one of the lowest net budgets per county resident among the 67 counties, with only seven other counties having lower amounts.

Setting the Standard in Public Service



OMB received the Government Finance Officers Association Distinguished Budget Presentation Award for the 21st year in a row. To ensure that this prestigious award is received annually, OMB continuously reviews and streamlines the budget process to maximize improvements.

- In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management coordinated 12 safety trainings sessions and conducted annual driver license checks on all authorized drivers. The Risk Manager is also responsible for coordinating and chairing the monthly Safety Committee meetings with departments. During these meetings, the Risk Manager and the departments discuss potential safety improvements based on past accidents.



Karen Harrell

Risk Manager
606-5120

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County Budget for Fiscal Year 2010/2011

Budget: \$244,130,080
Countywide Millage Rate: 7.85
Emergency Medical Services: 0.50
Total Millage Rate: 8.35
Total Taxable Property Value: \$14.4 Billion

County Budget for Fiscal Year 2011/2012

Budget: \$235,617,730
Countywide Millage Rate: 7.85
Emergency Medical Services: 0.50
Total Millage Rate: 8.35
Total Taxable Property Value: \$14.1 Billion



PEOPLE FOCUSED

The Purchasing division has been realigned under the Office of Financial Stewardship in order to bring the major areas of the County's financial activity under one manager. Purchasing is responsible for the procurement of supplies, equipment, and services for all departments under the Board of County Commissioners. Purchasing manages the competitive solicitation process and coordinates all associated bid awards, proposals, evaluations processes, and contract development. The division also administers the County's Warehouse, Property Control, E-Payables, and Purchasing card programs.

Division staff assists county staff, vendors, and supply companies with technical information, quotes, and purchasing related requests. Staff actively participates in the professional development activities of the Tallahassee Area Chapter of the National Institute of Governmental Purchasing as well as in leadership roles. Purchasing also works with the Clerk of Courts Finance Department to reconcile between the property control database and the financial database for fixed assets which is required by state law.

The Purchasing Division Director, Keith Roberts, is a member and a past president of the Tallahassee Area Chapter of the National Institute of Governmental Purchasing.



Keith Roberts
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PERFORMANCE DRIVEN

PROCURING AND MANAGING RESOURCES AND SERVICES

- Purchasing continues to provide value-added services to County staff through on-going procurement customer service and support with policy interpretation, purchase orders, change orders, quotes, informal bids, contract preparation, and other assistance. Purchasing also provides sales and customer support to County staff through ordering, stocking and issuance of operational consumable products valued at over \$550,000 during the fiscal year through more than 15,750 requisitions.
- In order to address legislative revisions regarding procurement processes, updated Board policies and procedures, and changes in contract administration, the Purchasing staff developed a manual, *'A to Z – from Need... to Purchase... to Accounts Payable'*, and conducted training sessions that informed all departments of process modifications.
- An essential function of Purchasing Division is maintaining the proper control records of all tangible personal property. In order to account for all the property Purchasing conducts an annual inventory. This past year the inventory consisted of assets valued at almost \$50 million.
- Leon County routinely utilizes on-line auction services and on-site surplus sales to dispose of equipment no longer being used by departments in order to maximize the County's investment. This past year, Purchasing conducted three on-site surplus sales as well as on-line auctions resulting in a return of almost \$200,000.
- Based on new state law, Purchasing developed policies and procedures related to E-Verify compliance, Florida prompt payment act revisions, and owner direct purchase changes.
- As proper stewards of the community's financial resources, Purchasing mitigates risk to the County through utilization of bonding practices for vendor bids, vendor performance, and supplier and subcontractor payment as well as requires vendor insurance coverage.
- To ensure fairness and transparency, Purchasing manages procedures for more than 56 solicitations as well as secures legal review of agreements and associated documents.
- In order to increase minority and women owed business participation, Purchasing partnered with the M/WSBE Division to conduct a Reverse Trade Show at the Turnbull Center of Florida State University. County departments met with M/WSBE vendors to discuss county needs.



Did You Know

As stewards of the community's financial resources, Purchasing was able to achieve additional savings of \$538,580 during this past year through a competitive bidding process for 15 County projects, rebates through the County Purchasing Card program, and through E-Payables electronic payment system.



PEOPLE FOCUSED

The Office of Economic Development and Business Partnerships is responsible for guiding the County's economic development efforts in coordination with the private sector and community stakeholders. As the County Commission's top priority, economic development drives the everyday responsibilities of this Office which oversees the MWSBE, Tourism, Grants, Special Projects and Intergovernmental Affairs Divisions.

From attracting visitors to enhance the local tourism economy to procuring contracts for small and minority businesses, the Office of Economic Development and Business Partnerships serves as the County's liaison with many community stakeholders including the Tallahassee/Leon County Economic Development Council, both chambers of commerce, WORKFORCE plus, Innovation Park, BigBendWorks.com, the Community Redevelopment Agency, and the Tourism Development Council.

Director Ken Morris has been employed by Leon County since 2004 and holds a master's degree from FSU's Askew School of Public Administration. Prior to joining the County, Mr. Morris worked for several offices of the Florida Legislature on an array of research and policy issues.



Ken Morris

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PERFORMANCE DRIVEN

ADVOCATING FOR LEON COUNTY'S ECONOMIC INTERESTS

- In response to the state layoffs, Leon County partnered with BigBendWorks.com to promote County programs that offer emergency assistance, foreclosure prevention assistance, health care for the uninsured, employment and volunteer opportunities in recognition of the substantial hardships incurred by local families due to the recent state budget cuts and the national economy.
- The Board approved tax incentives to six companies this year that strive to diversify the local economy.

1. Bing Energy

- » Conducts research, development and manufacturing of hydrogen fuel cells for automotive use.
- » Will add 110 new jobs over a three-year period and up to 244 over five years with an average annual salary of \$41,633.

2. Event Photography Group, Inc.

- » Consolidation of a local and national photography company that located its corporate headquarters to Tallahassee in a 27,000 square foot facility.
- » Will create 35 new jobs with an average annual salary of \$42,676.

3. ACS State and Local Solutions

- » Fortune 500 Company and one of Leon County's largest employers with more than 800 employees that provides information technology and business process outsourcing solutions.

- » Expanding to include a new technology center in Leon County.
- » The center will initially consist of 50 employees but plans to grow to 250 employees over a five-year period by transitioning workloads from existing technology centers throughout the United States at a combined average annual wage of \$64,331.

4. SunnyLand Solar LLC & SolarSink LLC

- » SunnyLand Solar LLC and SolarSink LLC are linked projects that involve the design and manufacturing of innovative solar technologies that will advance the effectiveness of solar power generation.
- » SunnyLand Solar is expected to create 35 new jobs over a three-year period with an average annual salary of \$42,000 (121% of the average local wage).
- » SolarSink is expected to create 30 new jobs with an average annual salary of \$42,000.

5. Red Hills Surgery Center

- » Will create 43 new jobs over a three-year period with an average income of \$42,760, includes a capital investment of \$9,452,890 and utilizes local businesses for 25% of its supplies.
- The County conducted a survey to gauge local business leaders to determine how the County can enhance the local marketplace and employment opportunities. In turn, these findings were deliberated by the Board at its workshop on September 13, 2011 and provided 36 recommendations for staff implementation.



PEOPLE FOCUSED

The Legislative Affairs/Special Projects/Grants provides leadership, coordination, and assistance in the implementation of the County's intergovernmental efforts. The Division provides policy recommendations for the County's high-priority issues, and explores and pursues federal, state, and private sector grant funding opportunities in furthering the priorities of the community.

Community partnership is important to the day-to-day function of the division. Partnership with organizations such as the Florida Association of Counties, the Leon County State and Federal Legislative Delegations, and United Way of the Big Bend has assisted in leveraging financial, technical, and human capital to draw attention to the community priorities at the federal, state, and local level.



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PERFORMANCE DRIVEN

ADVOCATING FOR LEON COUNTY'S LEGISLATIVE INTERESTS

- Prepared, guided, and implemented the County's 2011 state and federal legislative priorities to leverage state and federal funds for local projects and preempt legislation that threatens local decision making.
- Hosted a Legislative Dialogue Meeting of community leaders to form a community coalition in anticipation of legislation that would negatively affect the capital region.



- Recognizing the disproportionate impact that changes in the State's retirement plan would have on the local economy, the division successfully amended state statutes to benefit Leon, Jefferson, Wakulla, and Gadsden Counties by leveraging additional state Qualified Targeted Industry funds to help recruit and expand local businesses.
- Worked with MIS to develop the federally required Redistricting Map based on the latest U.S. Census. Minor adjustments were made to County Commission Districts 3 and 5 while maintaining a minority-majority district and a minority-access district.



Did You Know

From tracking dangerous chemicals to building sidewalks, mapping high pressure gas lines to providing safe affordable housing to our citizens, the County utilized over \$22 million in grant funding during 2011.

- Hosted the 2011 Florida Association of Counties Legislative Day to educate elected officials throughout the state on local cultural amenities and attractions.
- Obtained grant funding to address community safety issues, including areas of severe flooding and the hardening of vital public safety facilities.
- In a cooperative effort with the City of Tallahassee and the United Way of the Big Bend, the County's Grants Division utilized teams of citizen volunteers in the distribution of over \$5 million to social service agencies providing vital services in our community.



Did You Know

Citizen volunteers play a major role in determining the annual allocation of social service funding by Leon County. You can serve as a volunteer and help direct this funding within our community.



OFFICE OF ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS: TOURISM DEVELOPMENT

PEOPLE FOCUSED

The Tourism Development Department, which is commonly referred to as Visit Tallahassee, works to enhance the local economy and quality of life through the benefits associated with a strong visitor industry.

The division works closely with local and state tourism partners and hospitality agencies such as Visit Florida, the Tallahassee Sports Council, FSU & FAMU Boosters and Alumni Associations, the Tallahassee/Leon County Economic Development Council, and the Florida Restaurant and Lodging Association to highlight some of the area's best features and to market Leon County as a year-round destination.

Mr. Daniel is a 24-year veteran of the tourism industry and a certified Destination Management Executive through Purdue University and the University of Calgary. He holds a bachelor's degree in Business Administration and a master's degree in Sports Administration. He joined the County in 2009 having previously served as Deputy Director for the St. Petersburg/Clearwater Area Convention & Visitors Bureau.



Lee Daniel, CDME

Director
Tourism Development
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PERFORMANCE DRIVEN

PROMOTING AND MARKETING FLORIDA'S CAPITAL REGION

- Successfully booked 8,937 room nights via motorcoach groups, student youth groups, travel clubs, consumer events, weddings and reunions. This is a 4% increase from the previous year. Participated in 22 consumer and industry trade shows to market and promote Tallahassee as a destination impacting 150,000 potential visitors. Shows attended included Southern Women's shows, Senior Travel expos, vacation and recreation expos, military base travel shows and motorcoach marketplace appointment shows.
- Partnered with the Tallahassee Sports Council and the City Parks, Recreation and Neighborhood Affairs to host the 2011 USSSA Black American Worlds Adult Slow Pitch Softball Championship. The event brought over 1,714 visitors for the last weekend in August producing 1,552 room nights and generating an estimated \$1.1 million in economic impact.
- Created a new way-finding printed map highlighting area attractions, dining, and shopping districts for visitors and local patrons.
- Secured \$1.5 million in advertising equivalency exposure for Leon County, through successful media and public relations efforts, resulting in a 15:1 Return on Investment (ROI). In addition, secured \$192,000 in radio, print and television promotions, garnering an impressive 35:1 ROI.
- Worked with local industry partners to create seasonal campaigns including Go Outside & Play, Winter Nights~Holiday Lights, Spring Notes, Capital Summer in the Capital City. Each campaign showcased events, specials from area accommodations, restaurants and shopping, with sweepstakes to win a trip to Tallahassee, generating growth in hotel occupancy for eleven consecutive months.
- Recruited and trained 10 new volunteers to assist staff with providing knowledgeable and excellent customer service. Provided assistance to more than 12,500 walk-in visitors at Visit Tallahassee Visitor Centers (downtown and airport), an 8% increase. Provided services to over 335 groups, a 91% increase over the previous year.
- During the FY2011, there were a total of 104 sporting events supported through the Tallahassee Sports Council with 34 different types of sports. The Tallahassee Sports Council helped bring a total of 25,763 room nights with 50,157 actual visitors generating \$24,637,898 in economic impact for the community.
- Participated and represented our destination and its meeting and conference facilities at ten conferences/trades shows, six out-of-market sales missions and attended over 25 networking events targeting government, corporate, religious and association meeting planners resulting in 8,142 room nights 7,664 visitors, with an estimated economic impact of \$5.1 million.

Setting the Standard in Public Service



The Henry: Recipient of the Flagler Award, also known as "The Henry" among tourism professionals, for a media campaign started in 2010 to educate area residents on the importance of tourism to the area's economy.



PEOPLE FOCUSED

The purpose of the Minority, Women and Small Business Enterprise division is to effectively communicate Leon County procurement and contracting opportunities, to enhance business relationships, to end disparity and to increase participation opportunities for certified minority, women, and small business enterprise in a competitive environment.

The division works closely with the Minority/Women Small Business Enterprise Committee, the Economic Development Council, Tallahassee Chamber of Commerce, Capital City Chamber of Commerce, and Gadsden County Chamber of Commerce in assisting vendors with bidding County contracts and providing forums for subcontractors to meet with prime contractors.

Division Director Iranetta Dennis and her team are responsible for determining eligibility for MWSBE certifications, maintaining records of certified businesses, fostering relationships with MWSBE business owners, and ensuring that they are trained and prepared to do business with Leon County.



Iranetta J. Dennis

Director
 Minority, Women & Small
 Business Enterprise
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PERFORMANCE DRIVEN

MANAGING MINORITY-OWNED, WOMEN-OWNED & SMALL BUSINESS NEEDS

- The division continuously is seeking improvements in their efforts to reach vendors for possible opportunities to conduct business with Leon County.
 - » Through an automated email service, notified approximately 200 certified MWBE vendors of various procurement opportunities available for participation with Leon County.
 - » Developed an online certification application.
 - » Hosted two small business financial workshops that provided over 50 MWBE vendors with information to ensure their business continues to stay financially fit as well as providing networking opportunities to assist MWBE vendors in developing new business relationships.
- The MWSBE Division cosponsored and participated in a Reverse Trade Show entitled the “Turner School of Construction Management “Mini Series” workshop.” The Turner School of Construction Management presented local businesses the benefits of preconstruction and estimating, building information modeling, and introduction to green building.
- The division increased procurement opportunities for certified Small Business Enterprise (SBE) participants. The SBE program provided six Housing Rehabilitation/Replacement projects and six construction related projects for small general contractors to engage in as prime contractors.



Did You Know
 Did you know that Leon County government provides set-a-side projects for certified Small Businesses?





OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS: HUMAN SERVICES/PRIMARY HEALTH/CHSP

PEOPLE FOCUSED

Through its many programs and services, the Office of Human Services and Community Partnerships (HSCP) promotes and supports the health, safety, and welfare of all Leon County citizens. HSCP consists of Primary Healthcare Services, Human Services, Housing Services, Veteran Services, and Volunteer Services.

HSCP partners with the community through many safety net organizations and its citizen committees to address the needs of the most vulnerable populations of Leon County. The Community Health Coordinating Committee, made up of local physicians and partner organizations such as the FSU College of Medicine and FAMU School of Nursing, has helped with aggressive campaigns to promote access to health care services for uninsured residents of Leon County. These services include primary care, dental services, and the NACo Prescription Discount Card.

Candice Wilson, the director of HSCP, has approximately 20 years of local government work experience including several years of supervisory and management experience. Wilson supervises a staff of 14 County employees and is responsible for oversight of the State Housing Initiatives Partnership and Community Development Block Grant.



Candice M. Wilson

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Office of Human Services &
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PERFORMANCE DRIVEN

PRESERVING & IMPROVING THE HEALTH AND WELFARE OF CITIZENS

- For over a decade, Leon County has provided funding to community healthcare partners (collectively “CareNet”) as part of a Countywide effort to offer critical health services to uninsured and indigent residents:
 - » The community has realized \$5.53 in health services for every \$1 of County tax revenue expended for the County’s Primary Healthcare Program.
 - » Through the continued support of Bond Community Health Center and Neighborhood Health Services with over \$1.5 million in primary health care funding there were 11,400 primary care visits and coordination of specialty care to uninsured patients with limited income.
 - » Provided \$130,043 in funding to Capital Medical Society Foundation’s We Care Network for the provision of care coordination for low-income and uninsured residents receiving more than \$1.4 million in donated medical and dental services.
 - » Granted \$257,671 in funding to Apalachee Center, Bond Community Health Center, and Neighborhood Health Services for the provision of integrated mental health and primary care services for over 2,000 patient visits.
 - » Granted \$638,000 in funding to Apalachee Center for mandated mental health and substance abuse services in accordance with the Baker and Marchman Acts for the provision of services to 2,389 residents.
- The State of Florida required the County to contribute more than \$2.5 million as a Medicaid Match and in support of the Healthcare Responsibility Act. Respectively, the programs require the County to pay 35% of the cost of hospitalization for Leon County Medicaid patients with hospital stays more

than three weeks and \$55 per month for each County nursing home resident; and pay for out-of-county hospital services received by uninsured eligible residents.

- Leon County, through local and national partnerships, has provided eligible members of the community the ability to receive critical and life saving prescription drugs at reduced costs:
 - » Over 60,000 prescription medications through partnership with Florida A&M University College of Pharmacy and Bond Community Health Center Pharmacy, valuing more than \$7.3 million.
 - » Nearly 10,000 prescriptions were filled for an estimated cost savings of approximately \$80,000 through the Leon County NACo Prescription Discount Card which provides an average savings of 24% on prescription drugs not covered by insurance.



Did You Know

Leon County HSCP assisted 189 families, for a total of 448 residents, through the County’s Direct Emergency Assistance Program, providing rent, utility, and prescription assistance in an effort to prevent homelessness, malnutrition, and reduce or prevent chronic conditions and disease.



PEOPLE FOCUSED

The Division of Housing Services helps to provide and maintain safe, sanitary, and affordable homes for low-income citizens of Leon County through the provision of funds for rehabilitation, home buyer counseling, down-payment assistance, and home owner foreclosure prevention.

The services provided by the division require the coordination and support of community partners. Each year Housing Services works with contractors, financial institutions, and not-for-profit organizations such as Habitat for Humanity. The Affordable Housing Advisory Committee, comprised of local citizens, assists with developing the County's Local Housing Assistance Plan.

Lamarr Dean Kemp, Sr., MBA, is the Director of Housing Services. Mr. Kemp has 18 years experience in private, not-for-profit and government affordable housing program administration, real estate development, housing rehabilitation, home building, low-income tax credit and real estate mortgage and financing industries.



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PERFORMANCE DRIVEN

HOUSING ASSISTANCE, COUNSELING & SOLUTIONS

- The County continuously identifies opportunities to participate in federal and state programs beneficial to the community:
 - » The County administered approximately \$1.1 million in funding awarded through the Department of Community Affairs Community Development Block Grant Program and the United States Department of Agriculture Housing Preservation Program. The funding was utilized to provide financial assistance to local residents with unmet needs as a result of the 2008 Tropical Storm; to provide financial assistance to local residents with unmet needs associated with housing rehabilitation for the storm events occurring in March & April 2009; and, to provide financial assistance for housing preservation activities to residents within the rural areas of Leon County as determined by the United States Department of Agriculture.
 - » Leon County was accepted as a local participant of the Florida Hardest Hit Program. This program is administered by the State of Florida Housing Finance Corporation. The purpose of the Program is to provide up to 18 months of financial assistance to program eligible homeowners as a foreclosure prevention strategy.
 - » Leon County recognizes that the current economic conditions continue to significantly impact the community. The Housing Division continued partnership with FannieMae resulted in producing and hosting the "first" regional Foreclosure Counseling Workshop with outreach to surrounding communities.



Did You Know

Leon County provided down payment assistance for more than 30 eligible families who purchased homes in the unincorporated area of Leon County.

- Public awareness is critical to the success of any County program or services. This past year, Housing Services implemented and produced a once-a-month home maintenance workshop. The workshop included subjects such as Obtaining a Bank Loan, Budgeting, and Credit Repair. Live demonstrations and activities were provided, including gardening, landscaping, drywall repair, painting, laying floor tile, small electrical repairs, and more. On-going workshops are conducted at several community partner locations such as Home Depot and Superior Bank.





OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS: VETERANS SERVICES

PEOPLE FOCUSED

On a daily basis, Veteran Services counsels and assists veterans and their dependents with processing benefit claims and obtaining other benefits entitled to them through the United States Department of Veteran's Affairs and other Federal Government Agencies. The Division also serves as the Veteran Liaison for the local and outlining communities.

Leon County Veterans Services Division has a strong relationship and continually partners with other organizations that assist our veterans. These agencies include: American Red Cross, Florida Department of Veteran Affairs, Florida Veterans Foundation, VET Center, Veteran Service Organizations, Vet Village, FSU Collegiate Veterans Association, VA Outpatient clinic, and Workforce Plus. The Division and its community partners meet on a monthly basis to share information on Veteran programs and to address the current needs of our Veteran community.

Master Sergeant Jan Carey, a 21-year veteran of the United States Marine Corps, serves as Leon County Veteran Services Officer. MSgt Carey is accredited as a Veteran Services Officer by the Florida Department of Veteran Affairs, the American Legion, the Disabled American Veterans and the Veterans of Foreign Wars.



Jan Carey

Division Director
Veteran Services
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PERFORMANCE DRIVEN

VETERANS HELPING VETERANS

- In Veteran Services, the County understands that behind every claim is a veteran in need, in FY11 the Division:
 - » Assisted over 2,004 veterans and dependents in person and over 18,000 by phone or mail.
 - » Facilitated claim actions resulting in Leon County veterans receiving more than \$8.1 million in new awards this year.
 - » The Board of County Commissioners has continued to support and fund the Leon County Active Duty Grant Program to offset financial obligations for active duty service members and their families. For FY11, the County distributed approximately \$70,000 to 69 applicants through the Military Grant Program.
- The transition from active military to civilian life can often be difficult for veterans. Veterans Services receives separation papers of all veterans that designate Tallahassee as their home of record, or the place that they will be relocating to after separation. To introduce Veteran Services to these veterans, "Welcome" letters are sent to let them know where the division is located and the services provided.
- With the understanding of the importance to increase and foster strong relationships with veterans, the Division participates and supports numerous veteran service organizations. The Division Director serves on the Board of Veterans Events in Tallahassee (VET Inc.) which organizes and executes the annual Leon County Veterans Day Parade.

- The division actively promotes the programs and services available to veterans by attending and participating in events throughout the community. For example, the Division provided Veteran Benefits presentations for "Senior Days" at all senior centers in Leon County. Additionally Veteran Benefits presentations were provided to deploying and returning Reserve and Guard units at various events.



Did You Know

Leon County is home to approximately 18,500 veterans.



PEOPLE FOCUSED

Leon County Volunteer Services works closely with a broad array of community organizations to provide leadership and support for the county's volunteer initiatives. This investment in building relationships is central to Volunteer Services. Volunteer Services offers an annual certificate course in volunteer management, and conducts trainings for local, state and national organizations.

Programs such as Community Organizations Active In Disaster (COAD), a collaboration of more than 100 organizations including business and faith based organizations, serves as an example of how Volunteer Services brings the community together to respond to disasters in a coordinated efficient system, bringing help to those most in need.

Jeri Bush, has served as the director of Volunteer Services for 19 years. Bush has served on numerous boards and committees, including the Red Cross, United Partners for Human Services, Oasis Center for Woman and Girls, Florida Association of Volunteer Centers and the Directors of Volunteers Association. Bush is a nationally recognized trainer in the field of volunteer management and disaster volunteer management.



Jeri Bush
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PERFORMANCE DRIVEN

RESPONSIVE VOLUNTEERISM & COMMUNITY ENGAGEMENT

- Through the Division of Volunteer Services, commonly referred to as VolunteerLEON, Leon County is able to leverage the numerous talents and resources of our community's residents for the benefit of a diverse group of organizations and individuals:
 - » Volunteers and interns contributed more than 100,000 hours of time, talent and skill to County Government.
 - » The Library Volunteer Program had more than 20,000 hours of time contributed, representing a 5% increase.
 - » Recruited and coordinated 125 volunteers to simulate "victims" during a full scale disaster exercise that took place at the Tallahassee Airport, allowing partner agencies to test their response to an airline disaster.
 - » Administered and maintained the online virtual Operation Volunteer Placement and full scale Volunteer Reception Center matching system.
 - » Last year, local nonprofits posted thousands of volunteer opportunities on the division's online volunteer matching portal.
 - » Conducted full-scale Operation Unison Tabletop Exercise to prepare the Community Organizations Active in Disaster (COAD) for the 2011 Hurricane Season, with more than 35 organizations participating. The exercise tested COAD's ability to work as a team to establish a cohesive disaster response network for individuals and families requiring help.
- In an effort to promote the acceptance of diversity and develop strategies for non-violent conflict resolution, the division conducted a youth leadership training called "Camp Activate," designed to develop youths' sense of self identity and expand their leadership abilities.



Did You Know

New research from the Mayo Clinic shows that people who volunteer have lower rates of heart disease and live longer.



Setting the Standard in Public Service



Volunteer Generation Fund awarded Leon County a \$25,000 Neighboring Grant - BEST (Build Engage Sustain Transform) Neighborhoods Grant in Florida. The BEST

Neighborhoods Grant is based on neighboring, a model concept of community engagement that uses volunteering as a tool to empower, mobilize and facilitate positive changes within communities.



OFFICE OF PUBLIC SERVICES: EMERGENCY MEDICAL SERVICES

PEOPLE FOCUSED

Launched in December 2003, the Emergency Medical Services (EMS) division has provided the highest quality emergency care available and continues to enhance this vital community service. EMS provides clinically superior, cost-effective emergency medical services and transport to the citizens and visitors of Leon County.

EMS regularly partners with other public safety agencies, such as the Leon County Sheriff's Office, Tallahassee Fire Department, and Tallahassee Police Department, to conduct demonstrations and educational activities for the public. EMS works with the School Board and other community partners to provide educational opportunities to students regarding bicycle safety, injury-prevention programs and dangers of drinking, driving, and texting while driving.

Leon County EMS Chief Tom Quillin has lead the division since 2005. He leads a team of talented professionals who provide medical services to Leon County citizens and visitors. Chief Quillin is a member of the State of Florida EMS Advisory Council, the Florida Fire Chief's Association, the International Association of Fire Chiefs, the National Fire Protection Association, and serves on the Board of Directors for Capital City Youth Services.



Tom Quillin

Chief
Emergency Medical Services
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PERFORMANCE DRIVEN

PRESERVING LIFE, IMPROVING HEALTH, PROMOTING SAFETY

- Leon County is dedicated to providing its citizens and visitors with clinically superior emergency medical services that utilizes the latest technologies and medical care standards within the bounds of available resources. This past year the County established a critical care transport team that is capable of transporting seriously ill and injured patients from Tallahassee to tertiary care centers. Select Paramedics attended an intensive training program and became certified Critical Care Paramedics through the Board for Critical Care Transport Paramedic Certification. Highly specialized medical equipment is now available to provide this service.
- In order to continuously provide compassionate emergency services to the community, EMS developed a social service referral program where paramedics can refer a citizen in need to appropriate social services through a partnership with 2-1-1 Big Bend.
- With over 250,000 people suffering from sudden cardiac arrest each year in the United States, Leon County and EMS strive to continuously improve the chances of survival for cardiac arrest patients by advocating for the placement of Automated External Defibrillators (AEDs) and Cardio-Pulmonary Resuscitation (CPR) through education and outreach activities. These efforts have increased the number of AEDs in the community registered with the EMS Division from 417 to 719.
- Leon County EMS are committed to educating the community on the importance of safety preparedness. EMS hosts several events throughout the year to educate the community. These events include:
 - » **Press the Chest:** EMS hosted the 2011 Press the Chest CPR at the Tallahassee-Leon County Civic Center where

EMS and community partners successfully taught CPR and AED usage to 318 Leon County citizens.

- » **CPR and AED Training:** EMS trained over 1,100 Leon County citizens in CPR and the use of AEDs and presented "Power to End Stroke" seminars to over 200 citizens, a community stroke prevention and awareness program which targets the African-American community, a population at high risk for strokes.
- » **Safety Fair:** EMS conducted the second annual EMS Safety Fair during National EMS Week. This event included public safety partner agencies such as the Leon County Sheriff's Office, Tallahassee Fire Department, and Tallahassee Police Department.
- » **Bicycle Safety:** EMS partnered with Bicycle Tallahassee and Leon County Schools to teach bicycle safety and education to 3rd, 4th, and 5th graders and participated in on-the-road bicycle rides with the students.
- » **Drunk Driving:** EMS participated in Operation Prom Night at high schools throughout the County teaching teens about the dangers of drinking and driving and texting while driving, which included a mock car crash rescue demonstration.
- » **Child Passenger Safety Seat:** EMS conducted 6 car seat checkpoint events inspecting over 200 seats and providing over 100 free seats to those in need of a proper child safety seat. The Leon County Child Passenger Safety Seat Program was established through a grant from the Florida Department of Transportation to increase awareness of the importance of properly securing all children in child safety seats, boosters and seat belts.



» **General Public Education:** EMS presented 175 public-education and injury-prevention programs throughout the community at venues such as schools, universities, businesses, churches, neighborhood associations and civic clubs.



Did You Know

Leon County EMS' Heart Ready initiative has improved cardiac arrest survival rates to 29.05% return of spontaneous circulation upon arrival in the emergency room; this compares to a 7% national average. Much of this success is a result of citizen CPR and AED training, the addition of induced hypothermia treatments by Paramedics, and a focus on improving cardiac arrest survival.



Setting the Standard in Public Service



Chief Quillin was named the National EMS Executive of the Year in 2011 by the National EMS Management Association.

Deputy Chief Malcolm "Mac" Kemp was recognized by the

Florida Department of Health (FDOH) with the Larry S. Jordan EMS Lifetime Achievement Award.

Dr. Kim Landry, EMS Medical Director for Leon County, was awarded the 2011 Raymond H. Alexander Medical Director of the Year award by FDOH recognizing his leadership in clinical excellence.





OFFICE OF PUBLIC SERVICES: LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM

PEOPLE FOCUSED

The LeRoy Collins Leon County Public Library System, named for the late Governor LeRoy Collins, enriches the community by inspiring a love of reading, providing a dynamic resource for creative and intellectual pursuits, and enabling residents to live a life of learning. Leon County has one main library, the downtown Collins Main Library and six branch libraries: Fort Braden, Woodville, Dr. B.L. Perry, Eastside, Northeast, and the Lake Jackson. The Woodville and Eastside Branches are new libraries that opened in the Fall 2011. Bookmobile services are also available for use.

The Library collaborates with a variety of community organizations and other agencies. The Friends of the Library are a long-standing support and fund-raising organization. The Friends sponsor programs and events for library appreciation and awareness as well as raise money to enhance library services. This year the Library worked with the local Workforce Plus staff to bring job seeker services to the libraries.

The Library Services Director, Cay Hohmeister, was appointed in May 2010, having worked as a Library Services Manager in the system since 2004. She has also worked at the State Library of Florida and as a freelance copy editor.



Cay Hohmeister

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LeRoy Collins Leon County
Public Library System
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PERFORMANCE DRIVEN

INSPIRING A LOVE OF READING AND A LIFE OF LEARNING

- With a continued focus on the local economy, Leon County utilizes a variety of approaches to assist our residents seeking employment. During the past year, Leon County partnered with WorkForce Plus and conducted a free job seeker workshop held at the Main Library. WorkForce Plus's mobile unit also visited branch libraries to reach local residents. The Library also added an online subscription to Career and Job Accelerator to offer more information to job seekers.
- In order to continue to provide a dynamic resource for creative and intellectual pursuits and enabling residents to live a life of learning, Leon County expanded two branch libraries, opened the new Woodville and Eastside Community Libraries. Each of these additions to the community promises to provide a comfortable place to visit, connect with the online world, satisfy curiosity and offer resources for decision making.
- To enrich the community by inspiring a love of reading, the Library hosted the "Big Read" featuring *The Things They Carried* by Tim O'Brien. The community, including veteran's groups, participated in book discussions and programs in October and November, culminating with the Bookmobile's appearance in the Veterans Day Parade.
- In order to stimulate the imagination of young readers and support their success in school, the Library holds a Teen Poetry Slam every April. This past year the Library hosted its eighth annual Slam, featuring talented teen poets presenting their original material at the Dr. B.L. Perry, Jr., Branch, the Northeast Branch, and the Main Library.
- In partnership with the Downtown Improvement Authority, the Library sponsored the Third Annual Downtown Bookfair. Twenty-four local authors greeted readers and promoted their books. The featured speaker was Katty Kay, Washington correspondent for BBC World News American and co-author of *Womenomics*. Adrian Fogelin, a well-known children's author and Tallahassee personality, kicked off the Library's Summer Reading Program, One World Many Stories. For the first time, the Summer Reading Program featured an online registration and reading log designed by Leon County Management of Information Services.

Setting the Standard in Public Service



The Library received a \$12,500 grant from the National Endowment for the Arts Big Read Program.



Did You Know

Library card-holders can download e-audiobooks and e-books from the Library's website to their portable players and readers— and enjoy listening and reading on the go!



Caribbean American Heritage Council Donation



Eastside Branch Library



B. L. Perry Branch Library Ribbon Cutting



B. L. Perry Branch Library Ribbon Cutting



Northeast Branch Library Ribbon Cutting



Northeast Branch Library Ribbon Cutting



Eastside Branch Library Grand Opening



Eastside Branch Library Grand Opening



Woodville Branch Library Grand Opening



Woodville Branch Library Grand Opening



Eastside Branch Library Grand Opening



Eastside Branch Library Grand Opening



Eastside Branch Library Grand Opening



3rd Annual Book Fair



2011 Poetry Slam



2011 Poetry Slam



PEOPLE FOCUSED

Animal Control provides humane animal care and control services for the citizens and animals of Leon County through education, prevention and enforcement. The division enforces state and local ordinances concerning stray animals, rabies control, animal cruelty, and dangerous animals.

Through its partnerships in the community, Leon County contracts with St. Francis Wildlife Association for wildlife rescue and nuisance control services. The County also partners with the City of Tallahassee by providing funding in support of the Animal Control Shelter, which is operated by the City.

The Animal Control Director, Richard Ziegler, has served the County since 2001 and leads a dedicated group of professionals who provide safety and well being of both citizens and domestic animals of Leon County. Ziegler is a member, past president, and board member for the Florida Animal Control Association and Big Bend Disaster Animal Response Team.



Richard Ziegler

Division Director
Animal Control
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PERFORMANCE DRIVEN

PROTECTING LEON COUNTY'S ANIMALS & CITIZENS

- This past year, Leon County had several community meetings with residents in order to work together to amend the County ordinance on animal control. The collaboration effort resulted in providing clarification in a number of areas thereby reducing confusion for citizens and pet-owners.
- In order to continuously provide safety and well being of both citizens and domestic animals of the community:
 - » Educated more than 3,000 residents (children and adults) on pet care, animal safety, and bite prevention through student and community organizations.
 - » Reached out to pet owners during the summer months to inform them of the dangers of heat exposure and the precautions that should be taken to avoid pets from having heatstroke.
 - » Responded to 394 reported animal cruelty complaints and investigated 18 dangerous or aggressive animal petitions – a 25% percent decrease from the previous year.
 - » Distributed 185 free spay and neuter vouchers, provided by the Animal Shelter Foundation, which ultimately help reduce the pet over-population and unwanted litters turned into the animal shelter.
- Animal Control staff is committed to decreasing the number of animal bites through regular community educational presentations to students and community organizations.
 - » Handled 600 animal bite exposure cases, within the incorporated and unincorporated areas of the County, for the state-mandated County Animal Rabies Program.
 - » Increased public awareness regarding potential rabies outbreaks.



Did You Know

Hannah, the County's four-legged representative, was previously honored by the Leon County Humane Society with the distinguished Purple Paw Award for her participation in the County's Animal Bite Prevention Program.

- In times of emergencies, Leon County is committed to ensuring the safety of both human and animal well being. This commitment was demonstrated this year by exhibiting the Emergency Mobile Animal Shelter unit at Florida's State Agriculture Response Team Training Conference in Kissimmee, Florida. The demonstration served as an example to the state of Florida on the best practices for the care of animals during emergency events. Animal Control also partners with the Division of Volunteer Services and Community Organizations Active in Disasters (COAD) to bring together community agencies to address hurricane preparedness and resources.
- Animal Control continues to establish its presence in the community by participating in events where residents can gather information on pet care, animal safety, and bite prevention.





PEOPLE FOCUSED

Leon County is committed to ensuring that its residents receive efficient and timely responses in the event of an emergency, be it man-made or natural. The Leon County division of Emergency Management (DEM) is charged with coordinating the activities of more than 50 local response agencies in the event of a disaster, including the Red Cross, EMS, and the Division of Volunteer Services.

Emergency Management partners with a number of agencies throughout the community, including the State Emergency Response Commission for Hazardous Materials, the North Florida Domestic Security Task Force, the Florida Domestic Security State Working Group Executive Committee, the Florida Emergency Preparedness Association Board of Directors, the American Red Cross Board of Directors and the Florida Division of Emergency Management's Emergency Management Advisory Workgroup.

Director Richard Smith manages the 9-1-1 System and Leon County's emergency preparedness, response and recovery operations. He is the current President of the Governor's Hurricane Conference, serves on the board of the American Red Cross' Capital Area Chapter and is a member of the State Emergency Response Commission for Hazardous Materials.



Richard Smith
 Director
 Emergency Management
 488-5921
Richard@leoncountyfl.gov

PERFORMANCE DRIVEN

DISASTER PREPAREDNESS, RESPONSE & RECOVERY

- To ensure Leon County is prepared to address disasters, during this past year, Emergency Management:
 - » Conducted 10 emergency preparedness outreach programs for senior citizens, neighborhoods, and other community groups.
 - » Facilitated four hurricane season response coordination meetings with county, city, state, and non-governmental partner agencies.
 - » Partnered with the Geographic Information System staff to create over 650 maps in support of law enforcement and other emergency management partners.
 - » Provided conference call capabilities and coordination for temporary Cold Weather Shelter operations.
- To ensure that Leon County is fully prepared in the event of an emergency, Emergency Management routinely participates in response exercises.
 - » Emergency Management participated in more than five events this year, including an Emergency Operations Center No-Notice Continuity of Operations Plan exercise and the following:
 - » Tallahassee Regional Airport full scale exercise
 - » Tactical Interoperable Communications Plan tabletop exercise in coordination with the U.S. Department of Homeland Security
 - » Tallahassee Memorial Regional Medical Center Active Shooter exercise
 - » Leon County Health Department Special Needs Shelter full scale exercise

Did You Know
 Leon County 9-1-1 received over 170,000 calls. Out of these calls, approximately 136,000 were from wireless devices.



When a disaster strikes, it is often difficult for people to know where to turn for the latest news and information. However, residents of Leon County now have the Emergency Information Portal (EIP), which can be found at www.LeonCountyFL.gov/ei, or by clicking on "Emergency Events" at the top of the County's main website.

The portal offers a wide array of information about weather disasters and other emergency events and how to prepare for them, including useful tips on preparing and protecting citizens in the event that natural or man-made disasters occur in Leon County.

On the left-hand navigation panel, there are links to resources for preparation, response and recovery

information, such as the status of available shelters, sandbag locations, road closures, local office and school closings, health advisories and volunteer information.

Localized information such as rain gauges and how to create individual hurricane plans is also included. The portal is regularly updated with weather alerts, active events and other information valuable in an emergency. For more information during a natural or man-made disaster, please contact Emergency Management directly at (850) 488-5921. For specific information on preparing for hurricane season and weather-related events, please visit www.HaveAHurricanePlan.com.



CITIZEN COMMITTEES

ADJUSTMENT AND APPEALS BOARD

Responsible for determining appeals of code-related (Land Development Regulations) interpretations and granting variances to the provisions of the LDRs based on documented hardship.

AFFORDABLE HOUSING ADVISORY COMMITTEE

Reviews the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage or facilitate affordable housing.

ARCHITECTURAL REVIEW BOARD

Reviews and makes recommendations on listing of properties on the Local Register Historic Places and review changes to the exterior of properties zoned Historic Preservation, and issues Certificates of Appropriateness.

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.

BANNERMAN ROAD CORRIDOR STUDY CITIZENS ADVISORY COMMITTEE (AD HOC)

Participates in the Corridor Study; collects public input; and, makes final recommendations on transportation improvements to Bannerman Road.

BIG BEND HEALTH COUNCIL, INC.

Provides for local representation in planning and evaluating health needs of a 14-county regional service district.

CANOPY ROADS CITIZENS COMMITTEE

Presents or discusses policies and programs affecting the preservation and maintenance of canopy roads; provides input on the values and goals of programs affecting canopy roads, and contributes continuous feedback and make recommendations regarding the preservation of canopy roads to the City and County Commissions.

CAPITAL REGION TRANSPORTATION PLANNING AGENCY ADVISORY COMMITTEE

Makes recommendations to the CRTPA Board regarding the needs of users of all modes of transportation, including bicycle/pedestrian and transit.

CIVIC CENTER AUTHORITY

Provides policy direction, planning, developing, operating, and maintaining comprehensive complex of civic, governmental, educational, recreational, convention, and entertainment facility.

CODE ENFORCEMENT BOARD

Conducts hearings on cases involving violations of environmental, zoning, building, and junk ordinances and enter orders to enforce County laws.

COMMISSION ON THE STATUS OF WOMEN

Considers input and promotes awareness in the matter of the status of women and girls in the community regarding discrimination, employment, education, social services, health, etc.

COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN'S TASK FORCE

Assists with CDBG program planning, implementation, assessment and oversight, as well as counsel and advise the Leon County Housing Program.

COMMUNITY HEALTH COORDINATING COMMITTEE

Provides a forum for citizen participation in health care planning and dialogue to address community concerns and problems regarding health care.

CONTRACTORS LICENSING AND EXAMINATION BOARD

Accepts and approves applications, including administers examinations for contractors licenses and issues contractors licenses.

COUNCIL ON CULTURE & ARTS

Coordinates and disseminates information regarding cultural events and opportunities.

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT CITIZENS USER GROUP

Provides Board recommendations regarding proposed ordinances that impact growth management and other issues pertaining to current planning, development review, and environmental compliance.

EDUCATIONAL FACILITIES AUTHORITY

Assists institutions for higher education in construction, financing, and refinancing of projects.

ENTERPRISE DEVELOPMENT ZONE AGENCY (EDZA) BOARD OF COMMISSIONERS

Reviews, processes, and certifies applications for state enterprise zone tax incentives and provides assistance to businesses and residents within the Enterprise Development Zone.

HOUSING FINANCE AUTHORITY

Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through use of public financing.

HUMAN SERVICES GRANTS REVIEW COMMITTEE

Evaluates human service funding requests during regular budget cycle and makes recommendations to the Board.

J. R. ALFORD GREENWAYS CITIZEN'S ADVISORY COMMITTEE (AD HOC)

Participates in the update and review of the Greenways' Management Plan, collects public input, and makes final recommendations regarding any modifications to the Management Plan to the Leon County Board of County Commissioners for submittal to the state.

JOINT CITY/COUNTY/SCHOOL BOARD COORDINATING COMMITTEE

Fosters the coordination of comprehensive planning and school facilities planning programs.

LEON COUNTY SALES TAX COMMITTEE (AD HOC)

Created for the purpose of collecting public input and making recommendations regarding public policy for infrastructure sales tax issues within Leon County.

LIBRARY ADVISORY BOARD

Serves as a forum for community input concerning library programs and activities and as a liaison and advocate of the library.

MICCOSUKEE CANOPY ROAD GREENWAYS CITIZEN'S ADVISORY COMMITTEE (AD HOC)

Participates in the update and review of the Greenways' Management Plan, collects public input, and makes final recommendations regarding any modifications to the Management Plan to the Leon County Board of County Commissioners for submittal to the state.

MINORITY/WOMEN SMALL BUSINESS ENTERPRISE (M/WSBE) COMMITTEE

Reviews M/WSBE program.

PLANNING COMMISSION /LPA/TPAC

Acts as advisory committee to City and County commissions seeking its advice and assistance in comprehensive planning and development in the Tallahassee area.

RESEARCH AND DEVELOPMENT AUTHORITY

Created for the purpose of planning and financing capital projects in the form of research and development parks to encourage local economic development.

SCIENCE ADVISORY COMMITTEE

Evaluates scientific evidence and reports findings and recommendations pertaining to environmental issues.

TOURIST DEVELOPMENT COUNCIL

Develops plans for tourist development; make recommendations for operation of special projects or for uses of tax revenue; reviews expenditures of revenue from development trust fund.

WATER RESOURCES COMMITTEE

Addresses community-wide concerns such as flooding, recreational and community economic value, watershed management, and funding priorities.

WORKFORCE PLUS

Reviews and approves all job training plans under Section 104 of Title I of the JTPA.

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 the committees, visit www.leoncountyfl.gov/committees or call Agenda Coordinator Christine Coble at (850) 606-5300.



BOARD OF COUNTY COMMISSIONERS

606-5302
www.leoncountyfl.gov/bcc

Bill Proctor, District 1 Commissioner
606-5361
ProctorB@leoncountyfl.gov

Jane Sauls, District 2 Commissioner
606-5362
SaulsJ@leoncountyfl.gov

John Dailey, District 3 Commissioner
606-5363
DaileyJ@leoncountyfl.gov

Bryan Desloge, District 4 Commissioner
606-5364
DeslogeB@leoncountyfl.gov

Kristin Dozier, District 5 Commissioner
606-5365
DozierK@leoncountyfl.gov

Akin Akinyemi, At-Large Commissioner
606-5369
AkinyemiA@leoncountyfl.gov

Nick Maddox, At-Large Commissioner
606-5367
MaddoxN@leoncountyfl.gov

COUNTY ADMINISTRATOR

606-5300
www.leoncountyfl.gov

COUNTY ATTORNEY

606-2500
www.leoncountyfl.gov/lcao

ANIMAL CONTROL

606-5400
www.leoncountyfl.gov/animal

COMMUNITY & MEDIA RELATIONS

606-5300
www.leoncountyfl.gov/cmrr

COOPERATIVE EXTENSION SERVICE

606-5200
www.leoncountyfl.gov/coopext/

Agriculture
606-5200

Family/Consumer Sciences
606-5203

4-H
606-5204

Horticulture/Forestry
606-5202

DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT

606-1300
www.leonpermits.org

Building Inspection
606-1300

Inspection Hot Line (IVRS)
891-1800

Code Enforcement
606-1300

Concurrency Management
606-1300

Environmental Permitting
606-1300

ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS

606-5300
www.leoncountyfl.gov/edbp

EMERGENCY MANAGEMENT

488-5921
http://lcs.leonfl.org/em.htm

EMERGENCY MEDICAL SERVICES

www.leoncountyfl.gov/lcems

Headquarters/Administration
606-2100

Dispatch
921-0900

FACILITIES MANAGEMENT

606-5000
www.leoncountyfl.gov/facilities

FLEET MANAGEMENT

606-2000
www.leoncountyfl.gov/fleet

HEALTH DEPARTMENT

606-8000
www.leoncountyfl.gov/lchd

HOUSING SERVICES

606-1900
www.leoncountyfl.gov/housing

HUMAN SERVICES & COMMUNITY PARTNERSHIPS

606-1900
www.leoncountyfl.gov/hscp

HUMAN RESOURCES

606-2400
www.leoncountyfl.gov/hr

Job Line
606-2403

LEGAL AID

222-3004

LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM

606-2665
www.leoncountyfl.gov/library

Main Library
200 W. Park Avenue
606-2665

Dr. B.L. Perry, Jr. Branch
2804 S. Adams Street
606-2950

Eastside Branch Library
1583 Pedrick Road
606-2750

Fort Braden Branch
16327 Blountstown Highway
606-2900

Lake Jackson Branch
3840 N. Monroe Street
606-2850

Northeast Branch
5513 Thomasville Road
606-2800

(continued on page 52)



QUICK REFERENCE

(continued from page 51)

Woodville Branch
8000 Old Woodville Highway
606-2925

Literacy Volunteers
606-2644

MANAGEMENT INFORMATION SERVICES

606-5500
www.leoncountyfl.gov/mis

Geographic Information Services
606-5504

MINORITY, WOMEN & SMALL BUSINESS ENTERPRISE

606-1650
www.leoncountyfl.gov/mbe

MOSQUITO CONTROL

606-2200
www.leoncountyfl.gov/mosquito

OFFICE OF FINANCIAL STEWARDSHIP

606-5100
www.leoncountyfl.gov/omb

PARKS & RECREATION

606-1470
www.leoncountyfl.gov/parks

PLANNING DEPARTMENT

891-6400
www.talgov.com/planning

PROBATION

606-5600
www.leoncountyfl.gov/probation

PUBLIC WORKS

606-1500
www.leoncountyfl.gov/pubworks

Operations (24-hour response)
606-1400

PURCHASING

606-1600

SOLID WASTE MANAGEMENT

606-1800
www.leoncountyfl.gov/solidwaste

Hazardous Waste
606-1803

Recycling Information
606-1802

Rural Waste Collection Center
606-1800

Transfer Station
606-1840

SUPERVISED PRETRIAL RELEASE

606-5700
www.leoncountyfl.gov/probation

SUSTAINABILITY

606-5300
www.leoncountyfl.gov/sustainability

TOURISM DEVELOPMENT

606-2300
www.visittallahassee.com

VETERAN SERVICES

606-1940
www.leoncountyfl.gov/vets

VOLUNTEER SERVICES

606-1970
www.volunteerleon.org

CONSTITUTIONAL OFFICES

CLERK OF COURTS

577-4000
www.clerk.leon.fl.us

SUPERVISOR OF ELECTIONS

606-8683
www.leonfl.org/elect

PROPERTY APPRAISER

488-6102
www.co.leon.fl.us/propappr

TAX COLLECTOR

488-4735
www.leontaxcollector.net

SHERIFF

922-3300
<http://lcso.leonfl.org>

OTHER COUNTY/STATE AGENCIES

PUBLIC DEFENDER

606-1000
www.leoncountyfl.gov/pd

STATE ATTORNEY, 2ND JUDICIAL CIRCUIT

606-6000
www.sao2fl.org

CIRCUIT COURT 2ND JUDICIAL

577-4300
www.2ndcircuit.leon.fl.us

BOARD OF COUNTY COMMISSIONERS





2010 - 2011 COUNTY EVENTS



Public Safety Complex Groundbreaking



Eastside Branch Library Grand Opening



United Way Big Pancake Breakfast



Leon County Greenway Day



Northeast Branch Library Ribbon Cutting



Summit on the Status of the Black Male



Community Meeting on Proposed Redistricting



Woodville Branch Library Grand Opening



Plastics Recycling Press Conference



Leon County Wellness Fair



Summer Youth Training Program



EMS Child Passenger Safety Seat Program



9/11 Volunteer Services - Day of Service
2011 LEON COUNTY ANNUAL REPORT



Project SEARCH Graduation



Leon County EMS "Press the Chest"



Hurricane Season Kickoff

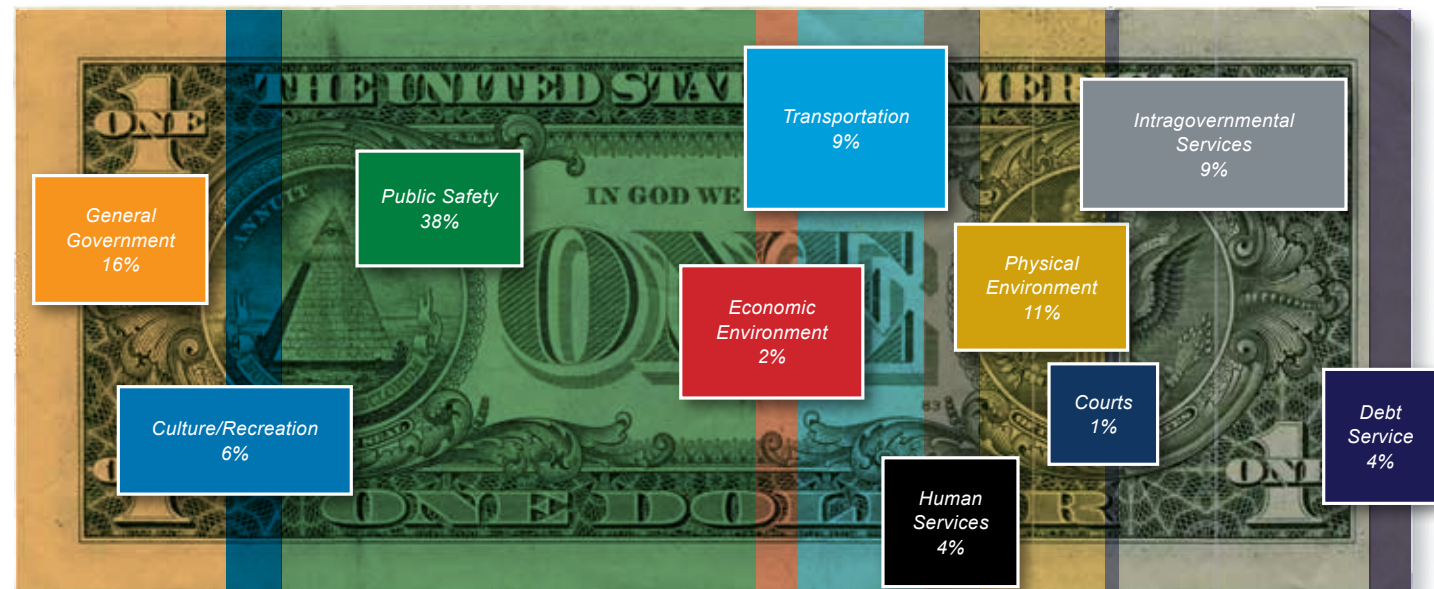
FY2011/2012 ADOPTED BUDGET: \$235.6 MILLION:
STRETCHING YOUR TAX DOLLARS



WHERE THE \$235.6M COMES FROM...



...AND HOW THE \$235.6M IS UTILIZED



Additional budget information can be found on page 11.



2011 LEON COUNTY ANNUAL REPORT

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