

# Sales Tax Committee Agenda

## May 24, 2012

4:00 p.m. to 6:00 p.m.  
Renaissance Center  
Second Floor Community Room

Item #	Agenda Topic
1.	Citizens to be Heard
2.	Approval of Summary Minutes for the April 26, 2012 Meeting of the Leon County Sales Tax Committee and Open House
3.	<i>Requested Information from the Committee:</i> Acceptance of the Report on Blueprint 2000 Minority and Disadvantage Business Enterprise Participation
4.	Acceptance of the Report on the Legislative Changes to Florida Statutes 212.055(2)
5.	<i>Continuation from the March 29, 2012 Meeting:</i> Staff Report on the Community's Profile and Comprehensive Plan for Leon County and the City of Tallahassee
6.	Approval of the Revised Committee Calendar and Request to Extend the Committee's Completion Date until June 2013 Pursuant to the Enabling Resolution

### Next Meeting Dates:

*Summer Break:* No meetings in June or July

When: Thursday, August 23, 2012

Where: 2<sup>nd</sup> Floor Conference Room, Renaissance Center

Time: 4:00 p.m.

**Leon County  
Sales Tax Committee  
Cover Sheet for Agenda #2  
May 24, 2012**

**To:** Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Approval of Summary Minutes for the April 26, 2012 Meeting of the Leon County Sales Tax and Open House

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**Executive Summary:**

This agenda item approves the summary minutes for the April 26, 2012 meeting of the Leon County Sales Tax Committee and Open House (Attachment #1).

**Analysis:**

Attachment #1 is the summary minutes for the Leon County Sales Tax Committee meeting held on April 26, 2012, 5:00 p.m. - 6:00 p.m. in the City Commission Chambers in City Hall.

The Leon County Clerk of Courts Office maintains a voice recording of all meeting. A transcription of the meeting minutes will be provided by the Clerk's office upon request.

**Options:**

1. Approve the summary minutes for the April 26, 2012 meeting of the Leon County Sales Tax Committee.
2. Do not approve the summary minutes for the April 26, 2012 meeting of the Leon County Sales Tax Committee.
3. Committee Direction.

**Recommendation:**

Option #1

**Attachment:**

1. April 26, 2012 Summary Minutes

# Leon County Sales Tax Committee Meeting

## Summary Minutes

### April 26, 2012

**Meeting began at 5:09pm**

**Absent:** William Peebles was absent. Christic Henry was absent for the Leon County Sales Tax Committee Meeting that began at 5:00 p.m. but was present for the Open House.

**Agenda Item #1: Citizens to be Heard**

Mr. John Flemming addressed the committee regarding considering projects to enhance the Southwestern quadrant, between airport and downtown.

**Agenda Item #2: Approval of Summary Minutes for the March 29, 2012 Meeting of the Leon County Sales Tax Committee**

William Messer made a motion to approve the Summary Minutes for the March 29, 2012 meeting of the Leon County Sales Tax Committee. The motion was seconded by Curtis Richardson and the motion passed unanimously.

**Agenda Item #3: Requested Information from the Committee: Acceptance of the Report on the County Attorney's Opinion on the Usage Sales Tax Proceeds for Operating Impacts**

Herb Thiele, Leon County Attorney, was unable to attend the meeting. Alan Rosenzweig, Deputy County Administrator, spoke on his behalf. Mr. Rosenzweig stated no existing sales tax dollars can pay for maintenance; however future sales tax dollars can be used to pay for maintenance of existing sales tax dollars projects. Additionally, Leon County is not currently using sales tax dollars to fund roadways.

Todd Sperry made a motion to approve the Acceptance of the Report on the County Attorney's Opinion on the Usage Sales Tax Proceeds for Operating Impacts. The motion was seconded by William Messer and the motion passed unanimously.

**Agenda Item #4: Continuation from the March 29, 2012 Meeting: Acceptance of the Status Report on Leon County and City of Tallahassee Projects**

Gabe Menendez, City of Tallahassee Director of Public Works, discussed the following original projects, total project costs, sales tax funding, and funding sources:

- Projects under design or under construction
- Unfinished projects on/hold and deleted
- Added projects
  - Orange Avenue, Lipona pass, Mission Road pass, Virginia Street

Mr. Menendez stated the City Commission must vote to delete any project(s) from the list. Mr. Rosenzweig added, the County has a resolution with the initial project list, in order to add, change, or delete projects two public hearings must be held.

**Agenda Item #5: Continuation from the March 29, 2012 Meeting: Staff Report on the Community’s Profile and Comprehensive Plan for Leon County and the City of Tallahassee**

Wayne Tedder, P.L.A.C.E Director, stated he has compiled and updated MBE project data up to March 31, 2012, and the item will be presented to the Committee at the next meeting.

Mr. Tedder also stated that due to the importance and length of the Community’s Profile and Comprehensive Plan for Leon County and the City of Tallahassee it will be presented to the committee at the May meeting. Mr. Tedder and staff have determined at least 1 hour and 30 minutes is needed to present the Committee.

**Other Committee Business:**

Cascades Park Tour will be held April 27, 2012 at 9:30 a.m.  
Leon County Sales Tax Committee will not be meeting in July or August of 2012.

**Regular Meeting adjourned at 5:43 p.m.**

**Agenda Item #6: Open House Began at 6:30 p.m.**

Below is a list of citizens who address the Sales Tax Committee during the Open House. The project that they recommended is listed next to their name. Copies of their presentation are available upon request.

<b>Citizen</b>	<b>Recommended Project</b>
Sarah Duncan	North Monroe Corridor: Gateway into Tallahassee
Curtis Baynes	Woodville Sewer
Karen Moore	Economic Development
Lee Hinkle	Florida Center of Performing Arts and Education
Alison Voorhees	Monroe-Adams Corridor
Edward Robles	Canopy Roads Legacy Projects
Michael Mendez	No specific project recommended
Brad Trotman	Killearn Estates Stormwater Pond Management
Bob Ippolito	Killearn Estates Stormwater Pond Management
Cathy Kurtz	Ox Bottom Manner Sidewalks; Meadow Ridge Drive Park Build out; Meridian Road Greenway
Pamela Hall	No specific project recommended
Bob Scanlon	Water Quality Projects

**Open House adjourned at 7:56 pm**

**Leon County  
Sales Tax Committee  
Cover Sheet for Agenda #3  
May 24, 2012**

**To:** The Chairman and Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Acceptance of the Report on Blueprint 2000 Minority and Disadvantage Business Enterprise Participation

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**Executive Summary:**

At the March 29, 2012 Sales Tax Committee meeting staff was requested to provide minority business enterprise (MBE) participation rates for work completed by Blueprint 2000. Blueprint has compiled MBE as well as disadvantage business enterprise (DBE) participation rates for work completed through Blueprint 2000 through March 31, 2012.

**Staff Recommendation:**

Option #1: Accept staff report on Blueprint 2000 Minority and Disadvantage Business Enterprise Participation.

## **Report and Discussion**

### **Background:**

At the March 29, 2012 Sales Tax Committee meeting staff was requested to provide minority business enterprise (MBE) participation rates for work completed by Blueprint 2000. Blueprint has compiled MBE as well as disadvantage business enterprise (DBE) participation rates for work completed through Blueprint 2000 through March 31, 2012.

Blueprint 2000 has been structured to set MBE standards higher than either the City or the County standards. The goal for MBE participation for design work is 15% while the goal for construction projects is 22%. These MBE standards are applied for all projects funded entirely by local revenue sources (sales tax, CRA, etc.). However, Blueprint is unable to apply the same standards for projects that receive Federal or State funding as their procurement processes do not allow for local preferences. The Federal and State procurement processes establish DBE goals (not requirements) that are typically set at a maximum of 10%.

### **Analysis:**

All MBE and DBE participation for Blueprint projects is included as attachment #1. The Summary Table (Attachment #1, page 1) provides a quick review of the DBE and MBE participation levels for both design and construction projects as well as the DBE participation rates for the General Engineering Consultant (GEC). In summary, regardless of whether Federal, State or local funds were utilized to fund Blueprint projects, the established MBE goals (15% for design and 22% for construction) have been met on average. However, due to the Federal and State procurement policies, some specific projects did not satisfy Blueprint MBE goals. Specifically, out of the fifteen projects, five did not meet the Blueprint MBE requirements. A detailed listing of the DBE/MBE firms participating in Blueprint projects is included in Attachment #1.

Overall, the MBE participation requirements of Blueprint have been met. However, it should be realized that projects which have leveraged State and Federal funds has an impact on reducing the levels of MBE/DBE participation.

### **Options:**

1. Accept staff report on Blueprint 2000 Minority and Disadvantage Business Enterprise Participation.
2. Do not accept staff report Blueprint 2000 Minority and Disadvantage Business Enterprise Participation.
3. Committee Direction.

### **Recommendation:**

Option #1

### **Attachments:**

1. MBE/DBE Participation on Blueprint Projects

**MBE/DBE PARTICIPATION  
BLUEPRINT PROJECTS  
as of March, 2012  
(Summary)**

12/28/2011	MBE/DBE					
	Required %	Required Amount by Contract*	Total Contract Billed to Date	MBE/DBE Billed to Date	MBE/DBE % to Date	Total Contract Amt
GEC	15.5	\$4,435,535	\$25,284,120	4,148,237	18.32%	28,616,357
CCNW/SW N-2 (Design)	15.5	\$951,050	\$5,969,452	1,392,062	23.32%	6,135,804
CCSW W-1** (Design)	13.55	\$369,705	\$2,660,658	329,966	12.40%	2,728,449
CCSE E-3 (Design)***	15.5	\$154,403	\$996,152	158,899	15.95%	996,152
CCSE E-3 (Design)	10.0	\$74,795	\$680,034	84,773	12.47%	747,949
CCSE E-3 (Constr.)	10.0	\$843,551	\$4,606,074	335,453	7.28%	8,435,513
CCSE E-2 (Design)	15.5	\$249,839	\$1,611,868	438,171	27.18%	1,611,868
CCSE E-2 (Constr.)	21.0	\$3,820,086	\$18,190,884	4,605,010	25.31%	18,190,884
CCSE E-1 (Design)	15.5	\$319,943	\$2,064,150	371,669	18.01%	2,064,150
CCSE E-1 (Constr.)	21.0	\$7,920,180	\$37,715,142	8,322,787	25.17%	37,715,142
CCT-2 (Design)****	15.5	\$612,148	\$3,937,590	667,730	20.00%	3,949,345
CCT-2 (Constr.)	21.0	\$5,124,104	\$15,102,641	3,665,361	19.69%	24,400,496
CCT-3&4 (Design)	15.5	\$434,911	\$2,535,212	518,105	20.44%	2,805,876
Franklin Blvd. (Design)	10.0	\$97,010	\$851,424	85,991	10.10%	970,099
CCT Ped. Bridge (Design)	15.5	\$46,469	\$260,779	41,035	15.74%	299,800
<b>Total</b>		<b>\$25,453,730</b>	<b>\$122,466,179</b>	<b>25,165,249</b>	<b>20.55%</b>	<b>139,667,883</b>

**20.55%** represents combination of  
design and construction

**17.58%** MBE/DBE % design only  
**22.39%** MBE/DBE % construction only

\* Based on Current Authorizations and/or Contracts, Subject to Change

\*\* Proposed reallocation of \$125,710.84 from MBE/DBEs to Prime; incl. Scope Deletions and Specialty Work.

\*\*\* Original design contract with URS (taking plans to 60% complete)

\*\*\*\* Carr Lynch and Sandell's contract not included in MBE calculations

**MBE/DBE PARTICIPATION  
BLUEPRINT PROJECTS  
as of March 2012  
(Detailed Version)**

1 of 5

**PROJECT NAME: GEC- GENERAL ENGINEERING CONSULTANT**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

- Moore Bass Consulting: Stormwater & Landscaping
- Pope Environmental: Environmental Services
- OLH International: Program Controls (1)
- Beck Consulting Group: Government Relations
- Quest Corporation of America: Public Involvement
- Uzzell Advertising: Public Relations, Web Maint.
- Welch & Ward Architects: Architecture, Recreation Facilities (2)
- O'Neal Survey and Mapping: Survey and mapping services

- (1) - MBE expired 8/31/08, all payments were prior to this date
- (2) - MBE expired 5/31/08, firm is no longer in business, all payments prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$485,902	\$239,804
\$434,276	\$269,314
\$1,442,165	\$1,544,131
\$152,541	\$133,758
\$1,447,465	\$1,209,407
\$655,998	\$692,899
\$1,575	\$16,520
\$4,928	\$42,404
<b>\$4,624,850</b>	<b>\$4,148,237</b>

**Total Contract Amount:**  
\$28,616,357

**Contract Billed to Date:**  
\$25,284,120

**MBE  
Percentage  
to Date:  
18.32%**

**PROJECT NAME: CCN/SW (N-2) SR 371 TO US 90 (Design)**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

- Environmental Geotechnical Specialists: Geotechnical
- Diversified Design & Drafting Services, Inc.: Survey and R/W Mapping
- Archaeological Consultants, Inc.: Cultural Resource Assessment

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$574,866	\$576,358
\$820,350	\$791,610
\$24,094	\$24,094
<b>\$1,419,310</b>	<b>\$1,392,062</b>

**Total Contract Amount:**  
\$6,135,804

**Contract Billed to Date:**  
\$5,969,452

**MBE  
Percentage  
to Date:  
23.32%**

**PROJECT NAME: CCSW (W-1) CRAWFORDVILLE RD TO SR 20**

**MBE/DBE FIRM: (Contract Requirement - 13.55%)**

- Target Copy and Sign Printers: Printing
- Keystone Field Services: Relocation
- Environmental Geotechnical Specialists: Geotechnical
- Diversified Design & Drafting Services, Inc.: Survey
- StategyWise, LLC: Economic Development
- HSA Consulting Group: Traffic Engineering
- Registe, Sliger Engineering: Structures

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$30,000	\$29,819
\$35,000	\$35,000
\$97,642	\$96,142
\$31,840	\$31,840
\$0	\$0
\$18,600	\$18,600
\$123,377	\$118,565
<b>\$336,459</b>	<b>\$329,966</b>

**Total Contract Amount:**  
\$2,728,449

**Contract Billed to Date:**  
\$2,660,658

**MBE  
Percentage  
to Date:  
12.40%**

**PROJECT NAME: E3 - CCSE E-3 (60% Design by URS)**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

Environmental Geotechnical Specialists: *Geotechnical Archaeological Consultants, Inc.: Cultural Resource Mehta: Survey (3)*

(3) - MBE expired 8/31/09, all payments were prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$59,209	\$59,209
\$7,746	\$7,746
\$91,944	\$91,944
<b>\$158,899</b>	<b>\$158,899</b>

Total Contract Amount: \$996,152  
Contract Billed to Date: \$996,152

**MBE Percentage to Date: 15.95%**

**PROJECT NAME: E3 - CCSE E-3 (D/B Team, Design by G&O)**

**MBE/DBE FIRM: (Contract Requirement - 10.0%)**

HSA Consulting: *Survey and R/W Control*  
Ardaman & Associates, Inc.: *Geotechnical (4)*  
Pool Engineering: *Traffic Studies, signalization*

(4) - never provided any engineering services on project

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$66,203	\$56,272
\$0	\$0
\$35,246	\$28,501
<b>\$101,449</b>	<b>\$84,773</b>

Total Contract Amount: \$747,949  
Contract Billed to Date: \$680,034

**MBE Percentage to Date: 12.47%**

**PROJECT NAME: E3 - CCSE E-3 (Construction)**

**MBE/DBE FIRM: (Contract Requirement - 10.0%)**

Gaines & Sons: *Pavement Markings, erosion Control*  
Ingram, Inc.: *Signalization*  
Florida Developers: *Earthwork and trucking*  
Porter Construction: *Drainage structures and piping (5)*  
Solomon Construction of Quincy: *Water/sewer, utilities (5)*

(5) - Non MBE contractors. The \$838,995 in MBE/DBE contract amount will meet the 10% requirements for this federally funded project

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$138,663	\$9,575
\$614,948	\$240,495
\$85,384	\$85,383
\$0	\$0
\$0	\$0
<b>\$838,995</b>	<b>\$335,453</b>

Total Contract Amount: \$8,435,513  
Contract Billed to Date: \$4,606,074

**MBE Percentage to Date: 7.28%**

**PROJECT NAME: E2 - CCSE E-2 (Design of Woodville to Tram)**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

Environmental Geotechnical Specialists: *Geotechnical & Permits Mehta: Survey (6)*

(6) - MBE expired 8/31/09, all payments were prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$394,171	\$394,171
\$44,000	\$44,000
<b>\$438,171</b>	<b>\$438,171</b>

Total Contract Amount: \$1,611,868  
Contract Billed to Date: \$1,611,868

**MBE Percentage to Date: 27.18%**

**PROJECT NAME: CCSE E-2 – (Constr. Woodville to Tram)**

**MBE/DBE FIRM: (Contract Requirement - 21.0%)**

Florida Developers: *Earthwork, Trucking, Drainage*  
 Gaines & Sons: *Striping*  
 Hawthorn Construction: *Curb & Gutter, Concrete Work*  
 Ingram Signalization Inc.: *Signalization*  
 Tallahassee Contractors: *Trucking, Limerock Base (7)*  
 Pinnacle Construction: *Construction materials, Delivery*

(7) - MBE expired 1/31/09, all payments were prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$1,071,424	\$1,071,424
\$261,043	\$261,043
\$1,204,291	\$1,204,291
\$946,687	\$946,687
\$560,450	\$560,450
\$561,115	\$561,115
<b>\$4,605,010</b>	<b>\$4,605,010</b>

Total Contract Amount:  
\$18,190,884

Contract Billed to Date:  
\$18,190,884

**MBE Percentage to Date: 25.31%**

**PROJECT NAME: CCSE E-1 (Design from Tram Rd. to Connie Dr.)**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

Diversified Design & Drafting Services, Inc.: *Design Survey*  
 Environmental Geotechnical Specialists: *Geotechnical Design*  
 CMTS Florida, LLC: *Inspection Services (8)*  
 Registe, Sliger Engineering: *Structures Design*

(8) - MBE expired 7/31/11, all payments were prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$77,230	\$77,230
\$163,985	\$163,985
\$122,436	\$122,436
\$8,018	\$8,018
<b>\$371,669</b>	<b>\$371,669</b>

Total Contract Amount:  
\$2,064,150

Contract Billed to Date:  
\$2,064,150

**MBE Percentage to Date: 18.01%**

**PROJECT NAME: CCSE E-1 (Constr. from Tram Rd. to Connie Dr.)**

**MBE/DBE FIRM: (Contract Requirement - 21.0%)**

Gaines & Sons: *Striping*  
 Construction Support Southeast: *Construction Support*  
 All American Ford: *Vehicles (9)*  
 Ingram Signalization Inc.: *Signal Installation*  
 Greeways of America: *Landscaping (10)*  
 Hale Contracting: *Construction Support*  
 Florida Developer: *Construction Support*  
 Terry's Trucking: *Hauling (11)*

(9) - This vendor amount eliminated from MBE/DBE calculation  
 (10) - MBE expired on 3/31/11, all payments were prior to this date  
 (11) - MBE expired on 12/31/08, all payments were prior to this date

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$911,494	\$911,494
\$1,325,248	\$1,325,248
\$223,761	\$223,761
\$2,189,724	\$2,189,724
\$1,678,750	\$1,678,750
\$243,275	\$243,275
\$634,437	\$634,437
\$1,339,859	\$1,339,859
<b>\$8,546,548</b>	<b>\$8,322,787</b>

Total Contract Amount:  
\$37,715,142

Contract Billed to Date:  
\$37,715,142

**MBE Percentage to Date: 25.17%**

**PROJECT NAME: CAPITAL CASCADE PARK (Design)**  
**MBE/DBE FIRM: (Contract Requirement - 15.5%)**  
 Archaeological Consultants, Inc.: *Archaeological Services*  
 Environmental Geotechnical Specialists: *Geotechnical*  
 Akin Associates Architects: *Architectural (12)*  
 Moore Bass Consulting: *Land Planning*  
 Uzzell Advertising: *Public Relations*  
 Garcia Bridge Engineers: *Bridge Design*

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$32,795	\$32,795
\$258,248	\$258,248
\$166,743	\$166,743
\$4,456	\$4,456
\$14,063	\$14,063
\$191,425	\$191,425
<b>\$667,730</b>	<b>\$667,730</b>

Total Contract Amount: \$3,949,345  
 Contract Billed to Date: \$3,937,590

**MBE Percentage to Date: 20.00%**

(12) - MBE expired on 6/30/11, all payments were prior to this date

**PROJECT NAME: CAPITAL CASCADE PARK (Construction)**  
**MBE/DBE FIRM: (Contract Requirement - 21.0%)**  
 Metal Fabrication: *Railings, Bridge Railings, Metalworks (13)*  
 Hawthorn Construction: *Curb & Gutter, Concrete Work*  
 Ingram Signalization Inc.: *Signal Installation*  
 Crosspoint: *Underground Utilities (14)*  
 Pinnacle Construction: *Construction Management*

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$1,000,000	\$195,082
\$750,000	\$311,471
\$2,591,932	\$1,165,153
\$1,000,000	\$1,695,482
\$1,840,000	\$298,173
<b>\$7,181,932</b>	<b>\$3,665,361</b>

Total Contract Amount: \$24,400,496  
 Contract Billed to Date: \$15,102,641

**MBE Percentage to Date: 19.69%**

(13) - This vendor amount eliminated from MBE/DBE calculation

(14) - MBE expired on 5/31/11, vendor's payments from June 2011 eliminated from MBE/DBE calculation

**PROJECT NAME: CAPITAL CASCADE TRAIL - SEG 3 & 4 (Design)**  
**MBE/DBE FIRM: (Contract Requirement - 15.5%)**  
 Diversified Design & Drafting Services, Inc.: *Design Survey*  
 Environmental Geotechnical Specialists: *Environmental Engineering*

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$454,950	\$467,105
\$92,916	\$51,000
<b>\$547,866</b>	<b>\$518,105</b>

Total Contract Amount: \$2,805,876  
 Contract Billed to Date: \$2,535,212

**MBE Percentage to Date: 20.44%**

**PROJECT NAME: Franklin Blvd. Flood Relief Project (Design)**

**MBE/DBE FIRM: (Contract Requirement - 10.0%)**

Environmental Geotechnical Specialists: *Envir & Geotech Engring*  
 Cardo - TBE: *Design Survey (15)*  
 Hydra Engineers: *FEMA CLOMR Modifications*  
 Garcia Bridge Engineers: *Structural Engineering*

**Total Contract Amount:**

\$970,099

**MBE Percentage to Date: 10.10%**

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$58,144	\$56,418
\$12,960	\$0
\$17,200	\$3,688
\$40,654	\$25,885
<b>\$128,958</b>	<b>\$85,991</b>

**Contract Billed to Date:**

\$851,424

(15) - This vendor amount eliminated from MBE/DBE calculation

**PROJECT NAME: CASCADES CONNECTOR BRIDGE (Design)**

**MBE/DBE FIRM: (Contract Requirement - 15.5%)**

Environmental Geotechnical Specialists: *Environmental Engineering*  
 Diversified Design & Drafting Services, Inc.: *Design Survey*

**Total Contract Amount:**

\$299,800

**MBE Percentage to Date: 15.74%**

MBE/DBE Contract Amt	MBE/DBE Billed to Date
\$24,865	\$24,832
\$16,203	\$16,203
<b>\$41,068</b>	<b>\$41,035</b>

**Contract Billed to Date:**

\$260,779

**Leon County  
Sales Tax Committee  
Cover Sheet for Agenda #4  
May 24, 2012**

**To:** The Chairman and Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Acceptance of the Report on the Legislative Changes to Florida Statutes 212.055(2)

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**Executive Summary:**

This session, the Legislature passed HB 7117, the only renewable energy bill that included language to expand the usage of local government infrastructure surtax to allow for Property Assessed Clean Energy (PACE) like programs to be funded with the surtax. HB 7117 was introduced in mid-session as a committee bill and encompasses several facets of renewable energy, including a provision that amends specifications for the usage of the local government infrastructure surtax. The bill goes into effect on July 1, 2012.

Prior to the passage of HB 7117, the Board of County Commissioners established the Sustainability & Energy Improvement District which grants the authority to levy and collect the non-ad valorem assessments and establishes general guidelines applicable to both a residential and commercial PACE program. The residential program was established in 2010 and was expanded to include commercial property earlier this year.

**Staff Recommendation:**

Option #1: Accept staff report on the Legislative Changes to Florida Statutes 212.055(2)

## **Report and Discussion**

### **Background:**

This session, the Legislature passed HB 7117, the only renewable energy bill that included language to expand the usage of local government infrastructure surtax to allow for Property Assessed Clean Energy (PACE) like programs to be funded with the surtax.

PACE is a municipal finance mechanism that allows property owners to finance energy efficiency and renewable energy projects as a non-ad valorem assessment placed on the property tax bill for collection. Qualifying improvements include, but are not limited to, enhancement or upgrade of HVAC systems, cooling towers, commercial refrigeration, insulation, cool or reflective roof systems, lighting upgrades and solar photovoltaic systems. The property owner's debt is secured by a senior lien on the property (pursuant to state law), limiting risk of the loan.

### **Analysis:**

Currently, school districts, counties, and municipalities may expend the proceeds of the Local Government Infrastructure Surtax and any accrued interest for the following purposes: to finance, plan, and construct infrastructure; to acquire land for public recreation, conservation, or protection of natural resources; or to finance the closure of county-owned or municipally owned solid waste landfills that have been closed or are required to be closed by order of the Department of Environmental Protection. HB 7117 expands these specifications to include the ability to provide loans, grants, or rebates to residential and commercial property owners who make energy efficiency improvements to their residential property, if a local government ordinance authorizing such use is approved by referendum. HB 7117 defines "energy efficiency improvements" to include, but not limited to: installation of insulation; installation of energy-efficient heating, cooling, or ventilation systems; installation of solar panels; building modifications to increase the use of daylight or shade; replacement of windows; installation of energy controls or energy recovery systems; installation of electric vehicle charging equipment; and installation of efficient lighting equipment.

HB 7117 also expands the definition of local government within the PACE-type provisions to include a separate legal entity created pursuant to s. 163.01(7), which addresses Florida interlocal cooperation. The intent of the amended provision is to clarify that a partnership of local governments may enter into a financing agreement and that the separate legal entity may impose the voluntary special assessments. Separate legal entity is defined as any entity created by interlocal agreement the membership of which is limited to two or more special districts, municipalities, or counties of the state, but which entity is legally separate and apart from any of its member governments.

HB 7117 passed overwhelming in both the House and the Senate. On April 13, 2012, Governor Scott allowed HB 7117 to become law without his signature. The bill goes into effect on July 1, 2012.

*PACE Programs in Leon County:*

The Board of County Commissioners established the Sustainability & Energy Improvement District which grants authority to levy and collect the non-ad valorem assessments and establishes general guidelines applicable to both a residential and commercial PACE program. The residential program was established in 2010 and was expanded to include commercial property earlier this year.

Leon County was the first local government in Florida to enact a residential PACE program titled Leon Energy Assistance Program (LEAP). Actions taken by the Federal Housing Finance Agency (FHFA) in the summer of 2010 effectively halted the ability for local governments to implement residential PACE programs. As a result, Leon County initiated a law suit against the FHFA, Fannie Mae and Freddie Mac and is helping to support the passage of federal legislation. In the meantime, Leon County is shifting our attention to the commercial building market and is currently creating program guidelines for the commercial component of the program. County staff is currently exploring funding options for these programs

**Options:**

1. Accept staff report on the Legislative Changes to Florida Statutes 212.055(2).
2. Do not accept staff report on the Legislative Changes to Florida Statutes 212.055(2).
3. Committee Direction.

**Recommendation:**

Option #1

# **Agenda Item #5**

*Continuation from the March 29, 2012 Meeting*

## **Staff Report on the Community's Profile and Comprehensive Plan for Leon County and the City of Tallahassee**

**Leon County  
Sales Tax Committee  
Cover Sheet for Agenda #6  
March 29, 2012**

**To:** The Chairman and Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Staff Report on the Community's Profile and the Tallahassee-Leon County Comprehensive Plan

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**Executive Summary:**

As the Sales Tax Committee prepares for the future sales tax extension and the development of priorities to be considered by the City and County, it is important for the committee to have a broad understanding of the community and the policies that have served to guide the physical growth of Leon County. Staff will be presenting basic demographic data for Tallahassee and Leon County as well an overview of the direction as provided in the Tallahassee-Leon County Comprehensive Plan and other relevant growth management strategies. The background should assist the committee as they review requests for projects to be considered as part of the future implementation of a new sales tax program.

**Staff Recommendation:**

Option #1: Accept staff report on the Community's Profile and the Tallahassee-Leon County Comprehensive Plan.

## **Report and Discussion**

### **Background:**

As the Sales Tax Committee prepares for the future sales tax extension and the development of priorities to be considered by the City and County, it is important for the committee to have a broad understanding of the community and the policies that have served to guide the physical growth of Leon County. Staff will be presenting basic demographic data for Tallahassee and Leon County as well an overview of the direction as provided in the Tallahassee-Leon County Comprehensive Plan and other relevant growth management strategies. The background should assist the committee as they review requests for projects to be considered as part of the future implementation of a new sales tax program.

### **Analysis:**

The Tallahassee-Leon County Comprehensive Plan has been in Place since 1992. The Plan serves as the underlying policy guidance for many of the City and County's growth management strategies that exist in local implementing policies, land development regulations and interlocal agreements. While much has changed in the Plan over the years, staff will be providing a detailed PowerPoint presentation that, in essence, provides a summary of current Plan's policies and directives. The hierarchy of the plan places the greatest emphasis on environmental protection followed by residential neighborhood preservation. Additionally, much of the focus of the plan is to steer development and redevelopment towards the Urban Services Area (USA) and rural communities. The USA is intended to be the limits of urban growth within the next 20 years. Urban growth is described as having the full complimentary of urban infrastructure such as central water, central sewer, parks, mass transit, sidewalks, adequate storm water conveyance and capacity, roadways, etc.

### **Summary**

Florida local governments are required to have a comprehensive plan. Tallahassee and Leon County have a joint comprehensive plan. Many of the policies are identical; however there are variations of certain policies between the two governments. The Plan has served to guide the growth of our community and provides the greatest emphasis on protecting the environment of our community.

### **Options:**

1. Accept staff report on the Community's Profile and the Tallahassee-Leon County Comprehensive Plan.
2. Do not accept staff report staff report on the Community's Profile and the Tallahassee-Leon County Comprehensive Plan.
3. Committee Direction.

### **Recommendation:**

Option #1

# Leon County Sales Tax Committee

## Cover Sheet for Agenda #6

May 24, 2012

**To:** The Chairman and Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Approval of the Revised Committee Calendar and Request to Extend the Committee's Completion Date until June 2013 Pursuant to the Enabling Resolution

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### **Executive Summary:**

On February 23, 2012, the Committee approved the calendar and project development process and agreed to adjust the calendar, if necessary, throughout the process (attachment #1). The Committee also agreed to spend the following meetings gathering information regarding the overview of the community and citizens' priorities.

Prior to the Committee's deliberation and project development, there are two components that need to be brought to the Committee for consideration: economic development and County/City project recommendations. The County, City, and Economic Development Council are currently working together to finalize their recommendations on economic development. These recommendations will be presented to the Leon County Board of County Commissioners on June 12, 2012. In addition, County and City staffs are in the process of developing a list of projects to recommend to the Committee.

Consequently, staff is recommending that the Committee reschedule its June 28, 2012 meeting to Thursday, August 23, 2012. Attachment #2 is the proposed and revised committee calendar which outlines the Committee process.

### **Staff Recommendation:**

Option #1: Approve the revised committee calendar and request to extend the Committee's completion date until June 2013 pursuant to the enabling resolution.

## **Report and Discussion**

### **Background:**

On February 23, 2012, the Committee approved the calendar and project development process and agreed to adjust the calendar, if necessary, throughout the process (attachment #1). The Committee also agreed to spend the following meetings gathering information regarding the overview of the community and citizens' priorities.

### **Analysis:**

During the past four meetings, the Committee has gathered information on the sales tax infrastructure statutes, reviewed the history of the Blueprint 2000, reviewed past projects from Blueprint 2000, County, and City, listened to citizens' input and recommendations, and reviewed the community's profile and comprehensive plan. This information gathering process was vital to understanding the infrastructure needs of the community.

Prior to the Committee's deliberation and project development, there are two components that need to be brought to the Committee for consideration: economic development and County/City project recommendations. The County and City in partnership with the Chamber of Commerce/Economic Development Council are currently finalizing their recommendations on the economic development aspect of the sales tax extension. These recommendations will be presented to the Leon County Board of County Commissioners on June 12, 2012. In addition, County and City staffs are in the process of developing a list of projects to recommend to the Committee. County staff will be requesting the Board of County Commissioners schedule a workshop on June 26, 2012 to review the project list. The project list will then be ready to bring to the Committee for consideration after the summer recess. It is anticipated that the City will also be finalizing their project list to bring to the Committee for consideration after the summer recess.

Consequently, staff is recommending that the Committee reschedule its June 28, 2012 meeting to Thursday, August 23, 2012. Attachment #2 is the proposed and revised committee calendar which outlines the Committee process. During the August and the September meetings, the Committee will be presented with a recommended economic development plan as well as County and City projects. In fall, the Committee will begin project development and discussion and host another Open House to allow for community input on the development of the project list. During the winter months (December through February), the Committee will begin to develop a project list, discuss the length of the sales tax extension, and potentially brand the extension. Based on the proposed calendar, the majority of the Committee's work is anticipated to be complete by the February meeting.

Staff is recommending that in March 2013 the Committee host its final open house to allow for community input on the project list. The Committee will meet twice more to finalize the ballot language, discuss the referendum date, and review a draft report on the Committee's recommendations. Staff is recommending that the final report be presented to the County and City commissions in June 2013.

In addition, staff is recommending that the Committee request to extend the Committee's completion date, based on the previously discussed calendar, until June 2013 pursuant to the enabling resolution.

**Options:**

1. Approve the revised committee calendar and request to extend the Committee's completion date until June 2013 pursuant to the enabling resolution.
2. Do not approve the revised committee calendar and request to extend the Committee's completion date until June 2013 pursuant to the enabling resolution
3. Committee Direction.

**Recommendation:**

Option #1

# Leon County Sales Tax Committee

## Cover Sheet for Agenda #5

### February 23, 2012

**To:** Members of the Leon County Sales Tax Committee

**From:** Alan Rosenzweig, Deputy County Administrator  
Jay Townsend, Assistant City Manager  
Wayne Tedder, Director, Department of P.L.A.C.E.  
Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator

**Title:** Approval of the Sales Tax Committee Calendar and Project List Development Process

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**Executive Summary:**

During the January 23, 2012 committee meeting, staff stated that an agenda item will be brought back to the committee outlining the calendar and project list development process.

During this process, it is important that time be dedicated to gathering information on all projects that could be included in the sales tax extension. All projects heard by the Committee will be placed on a 'Project List' sheet for Committee consideration. These projects include recommendations from BP2000, County, City, Public, and the Committee.

Attachment #1 is the proposed committee calendar which outlines the committee process for the remaining of the year.

**Staff Recommendation:**

Option #1: Approve the Sales Tax Committee calendar and project list development process.

## **Report and Discussion**

### **Background:**

During the January 23, 2012 committee meeting, staff stated that an agenda item will be brought back to the committee outlining the calendar and project list development process.

### **Analysis:**

During the development of the project list, it is important that time be dedicated to gathering information on all projects that could be included in the sales tax extension. All projects heard by the Committee will be placed on a 'Project List' sheet for Committee consideration. The project list will be displayed during every committee meeting. These projects include recommendations from BP2000, County, City, Public, and the Committee. Staff is recommending that the Committee spend the next three meetings gathering information, listening to the community, and discussing committee priorities.

Once information as been gathered from citizens, community partners, Blueprint 2000, and the city and county, the Committee will then discuss how to proceed forward with prioritizing the project list developed during the information gathering process. Developing the prioritizing process after the project list is developed, will allow the Committee to openly discuss all projects without placing an importance on one project before another. The project prioritization process will then be able to take into consideration the priorities of the Committee, as well as, the information collected from the community. Allowing all of the project information to be gathered prior to prioritization will not pre-empt any discussion of any project from occurring.

Attachment #1 is the proposed committee calendar which outlines the committee process for the remaining of the year. Based on the draft calendar, staff anticipates at least three full meetings dedicated to project identification. In June, if the timing is appropriate, the project prioritization process will commence. Subsequently to the summer break, additional meetings regarding priorities will be conducted. This calendar may be adjusted or changed based on the direction of the committee.

### **Options:**

1. Approve the Sales Tax Committee calendar and project list development process.
2. Do not approve the Sales Tax Committee calendar and project list development process.
3. Committee Direction.

### **Recommendation:**

Option #1

### **Attachment:**

1. Sales Tax Committee Proposed Calendar

# Sales Tax Committee Proposed Calendar

Date	Meeting Topic
<b>1.</b> January 26, 2012	Organizational and Administrative Meeting
<b>2.</b> February 23, 2012 5:00 pm to 7:00 pm	<p>Overview Presentation and Discussion of Blueprint Philosophy</p> <p>Statutory Framework of the Infrastructure Sales Tax</p> <p>Project Identification Process and Calendar</p> <p>Presentation of Blueprint 2000 Projects</p>
<b>3.</b> March 29, 2012	<p><i>Information Gathering Meeting:</i></p> <p>Overview of the City and County Past/Current Projects</p> <p>Presentation on the Comprehensive Plan</p>
<b>4.</b> April 26, 2012* *The Open House will be held from 5:00 p.m. to 7:00 p.m.	<p><i>Information Gathering Meeting:</i></p> <p>Presentation by City and the County on the Future Needs of Community Infrastructure</p> <p>Open House: Public Input on Projects for Consideration</p>
<b>5.</b> May 24, 2012	<p><i>Information Gathering Meeting:</i></p> <p>Discussion on Economic Development Allocation of Sales Tax</p> <p>Discussion of Committee Priorities</p>
<b>6.</b> June 28, 2012	Develop the Project Identification Process and Calendar
<b>7.</b> July 26, 2012	No Meeting
<b>8.</b> August 23, 2012	No Meeting
<b>9.</b> September 27, 2012	<p>Discussion on the <i>Project List</i></p> <p>Discussion on the Length of Time for the Extension</p> <p>Preliminary Discussion on Ballot Timing and Branding</p>
<b>10.</b> October 25, 2012	Discussion on the <i>Project List</i>
<b>11.</b> November 15, 2012* *The Open House will be held from 5:00 p.m. to 6:00 p.m.	<p>Open House: Public Input on <i>Project List</i></p> <p>Continued Discussion on <i>Project List</i></p>
<b>12.</b> December 13, 2012	<p>Discussion on Ballot Language Recommendations</p> <p>Discussion on Ballot Timing</p>

# Sales Tax Committee Proposed Calendar

Date	Meeting Topic
<b>1.</b> January 26, 2012	Organizational and Administrative Meeting
<b>2.</b> February 23, 2012 5:00 pm to 7:00 pm	Overview Presentation and Discussion of Blueprint Philosophy Statutory Framework of the Infrastructure Sales Tax Project Identification Process and Calendar
<b>3.</b> March 29, 2012	Presentation of Blueprint 2000 Projects Overview of the City and County Past/Current Projects
<b>4.</b> April 26, 2012* *The Open House will begin at 6:30 p.m.	Overview of the City and County Past/Current Projects Open House: Public Input on Projects for Consideration
<b>5.</b> May 24, 2012	Presentation on the Comprehensive Plan
<i>June 12, 2012</i>	<i>County Commission: Workshop on Economic Development</i>
<i>June 26, 2012</i>	<i>County Commission: Workshop on County Projects for the Sales Tax Extension</i>
<b>6.</b> June 28, 2012	Summer Recess
<b>7.</b> July 26, 2012	Summer Recess
<b>8.</b> August 23, 2012	Discussion on Economic Development
<b>9.</b> September 27, 2012	Presentation on County and City Recommended Projects
<b>10.</b> October 25, 2012	Project Development and Discussion
<b>11.</b> November 15, 2012* Regular Meeting: 5:00 p.m. *The Open House will begin at 6:30 p.m.	Regular Meeting: Project Development and Discussion Open House: Community Input on the Development of the Project List
<b>12.</b> December 13, 2012	Project Development and Discussion
<b>13.</b> January 24, 2013	Project List Discussion Length of the Sales Tax
<b>14.</b> February 28, 2013	Project List Discussion Branding of the Sales Tax Extension
<b>15.</b> March 28, 2013* *The Open House will begin at 6:30 p.m.	Open House: Community Input on the Project List
<b>16.</b> April 25, 2013	Discussion on the Ballot Language and Referendum Date
<b>17.</b> May 23, 2013	Review Draft Report on the Committee's Recommendations
<b>18.</b> June 2013	Present Report to the County/City Commissions