

LEON COUNTY FISCAL YEAR 2025 ADOPTED BUDGET

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» Department of PLACE

Organizational Chart

Director

Total Full-time Equivalents (FTE) = 23.50

Planning Department

Total Full-time Equivalents (FTE) = 23.50

» Department of PLACE

Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2025 Annual Budget is comprised of the Planning Department, the Office of Economic Vitality, and Blueprint.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of PLACE Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Planning Department

The Planning Department continues to provide technical and administrative support for the Comprehensive Plan amendment process particularly in the areas of long-range land use, environmental and transportation planning, land use administration, and compliance with Florida Statutes.

The Planning Department is in the midst of a multi-year project to update the Land Use and Mobility Elements of the Comprehensive Plan, which is the County and City's blueprint for growth for the next 20 years. This plan is intended to guide economic, social, physical, environmental and fiscal development of the community. To ensure a unified vision, the Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County. Both the City and County allocated \$150,000 each to hire a consultant to complete this process. Through the procurement process, Halff Associates, Inc. was selected and approved as the consultant team.

In 2023, The Planning Department updated the Comprehensive Plan policies and coordinated with County and City Departments to make improvements on the Southside of the Community, updating the former Southern Strategy Area with the Southside Action Plan. This effort will lead to the implementation of projects that reflect the community priorities of beautification, investment, and engaged and activated citizens, and report back metrics related to these priorities to the Board and City Commission. The Southside Action Plan was recently recognized with an Award for Excellence in Best Practices in Planning by the Florida Chapter of the American Planning Association.

The PLACE team continues to play an integral role in growing and connecting the local bicycle and trail network. Year to date, a daily average of approximately 400 pedestrians and cyclists cross the bridge over Monroe Street from Cascades Park built by Blueprint. The Greenways and Bike Route System projects, funded and implemented through the Blueprint program, will continue to leverage and build on previous investments, with new projects like the Downtown-University Projected Bike Lane that will expand the local multimodal network. Adding to that successful investment in bike and pedestrian infrastructure, the Planning Department developed the Bike Route System Plan and coordinated with the Capital Region Transportation Planning Agency (CRTPA) on the bicycle and pedestrian master plan that identified projects that will be funded by Blueprint and other agencies.

Blueprint Infrastructure

Endorsed by Tallahassee-Leon County voters in 2000 and renewed in 2014 for a 20-year extension, the Blueprint Program executes large, transformative, and generational projects. These projects aim to enhance the Tallahassee-Leon County community through coordinated planning and construction of transportation, utilities, stormwater management, parks, greenways, and economic development programs, creating long-term sustainable growth and economic impact for the community.

During FY 2024, Blueprint had 13 projects in construction and has received nine awards from local, state, and national organizations recognizing the impactful projects being implemented across Leon County.

The Blueprint 2020 program began on January 1, 2020. Over the past decade, the Intergovernmental Agency Board prioritized the Blueprint 2020 Infrastructure projects, approved an implementation plan that includes bonding to advance key community projects, and directed the expedited construction of several critical projects. Blueprint is proceeding with the implementation plan as directed by the Intergovernmental Agency Board, which is moving numerous infrastructure projects and subprojects to construction by the end of FY 2025.

The Blueprint Intergovernmental Agency's proposed 5-year plan (FY 25 – FY 29) involves a \$777.6 million investment, with over \$400 million investment in the southside. By FY 2025, 25 of 27 Blueprint 2020 projects will be in progress.

These projects will provide approximately 123 bicycle and pedestrian improvements, 26 miles of roadway improvements, 74 miles of greenway projects, 27 miles of sidewalk improvements, 7 new public parks, and 342 acres of public space.

Office of Economic Vitality

The Office of Economic Vitality (OEV) conducted year-round business recruitment, outreach, and retention activities, leading to significant successes for our local economy including 9 projects, \$36.6 million in OEV commitments, \$302 million in leveraged investment, and 8,858 total jobs (direct/indirect/induced). OEV continued to certify Minority, Women, & Small Business Enterprise (MWSBE) firms, ensuring they are equipped and prepared to engage in business with Leon County, the City of Tallahassee, and the Blueprint Intergovernmental Agency. The team assisted Danfoss Turbocor® with its second expansion in Leon County, which culminated in a ribbon-cutting ceremony in June 2024 to celebrate the new 145,000-square-foot manufacturing facility that represents a \$62 million capital investment and creates over 100 new jobs. OEV supported the North Florida Innovation Labs (NFIL), a state-of-the-art, 40,000-square-foot business incubator that opened in 2024. NFIL is ramping up to create more than 600 full-time, high-quality jobs in the region and support more than 100 growing, early-stage companies. OEV launched a Strategic Site Inventory program to identify sites in Tallahassee-Leon County that are best suited for future economic development. OEV continued to host the annual Leon Works Expo event on April 12, 2024—connecting 500 high school students with 76 representatives from emerging skilled careers in healthcare, industry, creative, information technology, and beyond. As the lead entity for the Local Broadband Technology Planning Team (LTPT), OEV remained engaged with the local Internet Service Providers (ISP), Community Partners, and interested citizens to expand high-speed internet access to unserved and underserved areas in Leon County. To date, OEV and the LTPT have been successful in obtaining state and federal dollars to this end. The State has awarded \$6.5 million to support broadband expansion projects in Leon County's rural areas with total project costs representing \$15 million in new broadband investment over the next two years. At the Leon County Commission Meeting on June 11, 2024, the Office of Economic Vitality (OEV) presented the Fiscal Year 2023 Annual Minority and Women-Owned Small Business Enterprise (MWSBE) Expenditure Report. The report highlighted the effective utilization of minority-owned and women-owned businesses across various procurement categories.

Key findings from the report include:

- Leon County's total expenditures with minority-owned businesses (MBE) reached 215% of the aspirational target, amounting to \$1,962,547.
- Expenditures with women-owned businesses (WBE) achieved 404% of the aspirational target, totaling \$3,800,675.
- Overall, \$5,763,222 was spent with certified MWBE vendors in FY 2023.

The MWSBE Division will collaborate closely with the Purchasing Division to identify projects that can be reserved for Small Business Enterprises (SBEs), aiding these firms in building capacity and operating as prime contractors. Furthermore, during the pre-solicitation process, the OEV will work with project managers to identify scopes of work that can be unbundled from large projects, thereby creating additional procurement opportunities for SBEs to respond as prime vendors.

In conclusion, the Office of Economic Vitality's achievements in Fiscal Year 2023 underscore its commitment to fostering robust economic growth and inclusivity throughout Leon County. From substantial investments in local infrastructure and innovative business incubators to surpassing goals in minority and women-owned business expenditures, OEV has demonstrated proactive leadership and tangible results. Looking ahead, OEV remains dedicated to expanding opportunities for small businesses and enhancing the economic landscape for all residents, ensuring a prosperous future for Leon County and its communities.











» Department of PLACE

Business Plan

MISSION STATEMENT

The mission of the Department of PLACE (Planning, Land Management, and Community Enhancement) is to serve the citizens of Tallahassee and Leon County by providing the City and County Commissions, the Planning Commission, numerous boards, committees, residents and business with accurate information, creative solutions, effective planning recommendations and expertise in the areas of infrastructure and economic development.

STRATEGIC PRIORITIES

ECONOMY	
	EC1 - Do well-designed public infrastructure which supports business, attracts private investment, and has long term economic benefits.
	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, job creation, workforce development, economic equity and mobility.
	EC3 - Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.
	EC4 - Grow our tourism economy, its diversity, competitiveness, and economic impact.
ENVIRONMENT	
	EN3 - Promote orderly growth and sustainable practices.
QUALITY OF LIFE	
	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.
	Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.
GOVERNANCE	
	G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
	G3 - Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues.
	G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

STRATEGIC INITIATIVES

ECONOMY

1. (EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (2022-1)
2. (EC2) Implement the Economic Development Strategic Plan as adopted and revised by the Intergovernmental Agency. (2022-2)
3. (EC2) Implement the recommendations from the joint County/City disparity study to be completed in FY 2022. (2022-3)
4. (EC3) Continue to support the Magnetic Technologies Task Force in growing the cluster of research and businesses in the magnetic technologies industry. (2022-4)
5. (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)
6. (EC2, EC3) Collaborate with regional workforce and talent partners to connect companies and education institutions with training programs to inform, support, and recruit entry-level technology talent. (2022-9)
7. (EC1, EC4) Support the completion of the Fairgrounds Master Plan by Blueprint and, upon completion, effectuate the next steps for the redevelopment of the North Florida Fairgrounds. (2022-10)
8. (EC1) Engage local, regional, state, and federal partners to encourage the restoration of passenger rail service along the Gulf Coast by leveraging federal dollars under the Infrastructure Investment and Jobs Act. (2023-47)
9. (EC1) Through the Blueprint Intergovernmental Agency, evaluate opportunities to advance the construction of the Tharpe Street project. (2023-48)
10. (EC2, EC3) Collaborate with regional partners in the building and technical trades to increase entry-level apprenticeship opportunities. Target specifically training on-the-job upon hiring positions. (2023-49)
11. (EC2) Continue efforts to promote opportunities for youth training and development with the County. (2023-50)

ENVIRONMENT

1. (EN3) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan. (2022-13)
2. (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2022-14)

QUALITY OF LIFE

1. (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)
2. (Q5) Implement the recommendations of the Citizen's North Monroe Street Task Force to reduce crime and improve conditions along the North Monroe Corridor. (2022-30)
3. (Q5) Building on the Citizens North Monroe Task Force Final report, host an intensive, multi-day design charrette to work with the community to identify and evaluate a variety of land use/planning strategies and other proposals for the continued improvement of the North Monroe Corridor area (2023-53)
4. (Q5) Develop an interactive community web-based tool that documents planned improvements, tracks investments, and identifies enhancement strategies for the North Monroe Corridor area. (2023-57)
5. (Q1) Design and construct the new Northeast Park. (2023-59)

1. (G3) Host community outreach events on the Vision Comprehensive Plan Land Use and Mobility Elements Update to share information and solicit input from citizens, advocacy groups, and neighborhood representatives. (2024-83)
2. (G5) Continue to support updates to the Comprehensive Plan that encourage annexation of southside properties within the Urban Services Area. (2022-41)
3. (G5) Pursue Federal funding to provide broadband to underserved rural communities. (2022-42)

ACTIONS

ECONOMY

1. a) Blueprint held the FY 2024 Budget Workshop with the IA Board; presented proposed FY 2024 Capital Improvement Plan with draft project information schedule for Blueprint infrastructure projects. (Complete)
b) IA Board approved FY 2024 Budget provides over \$174 million in capital funding and FY 2024 - 2028 CIP that will provide over \$304 million, continuing the implementation of 32 key community projects across Leon County, including eight regional mobility, gateway, and placemaking projects, and provides \$49.5 million to the City and County for improvements to sidewalks transit and water quality. (Complete)
c) Blueprint will hold the FY 2025 Budget Workshop with the IA Board; will present the proposed FY 2025 Capital Improvement Plan with draft project information schedule for Blueprint infrastructure projects. (Complete)
d) Blueprint Infrastructure produces Quarterly Project Reports providing updates on all active projects, as well as project snapshots which are updated monthly on the Blueprint website. (Ongoing)
2. a) Adopted by the IA Board. (Ongoing)
b) Present two updates to the Board annually, with the Mid-Year Update provided in February and the Annual Update provided in September. (In Progress)
c) Completed Phases I and II of the Strategic Site Readiness Project to identify and protect inventory of remaining greenfield sites that are competitive for economic development. (Ongoing)
3. a) The subsequent policy revisions were submitted to the IA Board Spring 2023 and the County Commission immediately following the approval of the IA. (Complete)
b) The updated Consolidated MWSBE Policy will be presented to all three jurisdictions for respective policy analysis and future consideration for approval. OEV will continue to support the full integration of the B2GNow as the contract compliance software for all three jurisdictions. This integration is the final recommendation from the Strategic Plan and Disparity Study to complete the consolidation of all three programs. (In Progress)
4. a) The Magnetic Taskforce completed an agreement between the MagLab and Philips, one of the largest global MRI manufacturers, for assistance in researching and developing a new magnet design that will support Philips in marketing and deploying its products in less developed regions and countries. (Ongoing)
b) OEV and the MagLab are in conversations, led by MagCorp, with numerous organizations which supply electromagnets and high-temperature superconducting tape to the fusion generation manufacturers about potential research opportunities, collaborations, and possible manufacturing facilities in Tallahassee. (Ongoing)
c) Successfully attracted the 2025 MDSM Magnetism Conference to Tallahassee. (Complete)
5. a) As part of Mountain Bike Trails Master Plan, the County has constructed new biking trails and related infrastructure at various County sites, including the J.R. Alford Greenway, Apalachee Regional Park, and Debbie Lightsey Nature Park. (Ongoing)
b) The grand opening of Debbie Lightsey Nature Park was held on October 18, 2023. Blueprint anticipates procuring a design-build contract for the 2.2-mile single-track trail before the end of calendar year 2024. (In Progress)
6. In October 2023, OEV served as a Presenting Sponsor for the inaugural North Florida Worlds of Work. The event was held in Leon County with over 50 various industry leaders on hand to provide the participants with an immersive experience in a cross section of vocations and professions. More than 3,000 9th graders attended the event. (Ongoing)

7. On February 29, 2024, the Blueprint Intergovernmental Agency Board directed staff to initiate the design of improvements based on the approved Fairgrounds Master Plan. Scope of services for design is in process. (In Progress)
8. a) Legislative Priority proposal. (In Progress)
b) NACo Legislative Conference – Advocacy. (In Progress)
9. a) Blueprint has finalized the contract with Lochner for the Project Development and Environment PD&E study phase of the project. (Complete)
b) Construction of the Tharpe Street improvements has been accelerated by approximately seven years to FY 2030 and is fully funded at the reduced project cost estimate of \$49.5 million, as approved by the IA Board at the March 9, 2023, meeting. (In progress)
10. a) Leon Works: Each year, Leon County, OEV, and the Leon County School District team up to connect high school students to regional employers and educational institutions. The event aims to make the students aware of future educational and career opportunities in Leon County. (Ongoing)
b) Sponsored the inaugural North Florida Worlds of Work event in October 2023. (Complete)
11. a) Leon County continues to collaborate with Leon County high schools and community partner CareerSource to promote the Leon Works Junior Apprenticeship program. In 2023, with the Board's approval to expand the program's eligibility to include charter, private, and Leon County virtual school students, County staff expanded outreach efforts to additional high schools in Leon County and provided schools with updated posters and rack cards containing essential program facts and application information for display and distribution to students. (Ongoing)
b) Leon County participated in two high school Career Fairs. Godby High School hosted their Career Fair on February 9, 2024, which exposed 1,400 students to the Leon Works Junior Apprenticeship Program. Then on March 29, 2024, FAMU DRS hosted their FutureFest Career Fair that gave 200 students the ability to learn about the program. These events help to increase visibility of the program during the Fall application cycle. (Complete)

ENVIRONMENT

1. a) Public engagement initiated in September 2023 and ongoing through Spring/Summer 2024, including community meetings and surveys. Draft report anticipated in late 2024/early 2025. (In Progress)
b) RFP for a land use consultant released and reviewed. (Complete)
c) Consultant selection approved by Board and City Commission. Contract is in the process of being finalized with scope of work and overall project schedule. (Ongoing)
2. a) Status report on Phase 2A, which entails developing a Mobility Infrastructure Plan upon which new fees would be based. (Complete)
b) Complete Phase 2A, which entails developing a Mobility Infrastructure Plan upon which new fees would be based. (In Progress)
c) Complete Phase 2B, which involves the development of necessary ordinances to implement the new fee system. (In Progress)

QUALITY OF LIFE

1. a) Proposed FY 2023 Implementing the Greenways Master Plan Work Program was presented to the IA Board at their May 19, 2022, Budget Workshop. (Complete)
b) Finalizing construction plans for Phase II of the St. Marks Headwaters Greenway. Construction began in FY 2023. (Ongoing)
c) As part of the Lake Jackson Greenways Project, the Pinewood Drive sidewalk was completed in Fall 2023, and construction of other components of the Lake Jackson Greenways will begin in late Spring/early Summer 2024. (In Progress)
2. a) Develop a tracking mechanism to monitor the various recommendations in the Citizens North Monroe Street Task Force report. (Complete)
b) Coordinate with various Departments across the County to implement recommendations in their respective areas. (Ongoing)

3. a) Evaluate venue location options and identification of possible dates. (Complete)
 b) Host an intensive multi-day charette to collaborate with the community, discussing and evaluating a variety of land use and planning strategies to further enhance the North Monroe Corridor area. (Complete)
 c) The Board accepted the Final Report at the February 20, 2024, Board meeting. (Complete)
4. Develop an interactive community web-based tool. (Complete)
5. a) At the August 24, 2023, IA Board Budget Workshop the IA Board approved a Northeast Park Concept with an estimated cost of \$12 million with the inclusion of playground shade structures and a concession stand, and access to the park from Centerville Road. (Complete)
 b) The Northeast Park is currently in design, which is expected to conclude in Quarter 3, 2024. (Ongoing)

GOVERNANCE

1. a) 2023 Public Engagement included the “Educational Roadshow” from September 18 to 20, Vision Survey from October through November, and Community Building blocks Survey from December 2023 to February 2024. (Complete)
 b) Community Engagement began Spring 2024. (In Progress)
2. a) Policies being developed as part of the Southside Action Plan. (Complete)
 b) Additional policies to be developed as part of the Land Use Element Update. (In Progress)
3. a) Local Technology Planning Team will continue to engage Internet Service Providers to present their ideas and solutions to address gaps identified in the analysis of the existing local broadband network. (In Progress)
 b) Agenda Item providing a status report on the efforts to develop a comprehensive Local Broadband Plan for Tallahassee-Leon County that will enable the community to take advantage of federal, state and other grant opportunities. (Ongoing)
 c) The State has awarded almost \$6.5 million to support broadband expansion projects in Leon County’s rural areas. Comcast reports that these grants combined with their own investments total \$15 million in new broadband investment coming over the next two years to provide broadband access to currently unserved areas in Leon County. (Ongoing)

BOLD GOALS & 5-YEAR TARGETS



Target: Grow the job market by 10,000 new jobs and co-create 500 entrepreneur ventures. (T2)

	FY 2022	FY 2023	FY 2024*	FY 2025*	FY 2026	TOTAL
New Jobs	7,100	5,895	1,300	1,900	TBD	16,195
Entrepreneur Ventures	208	80	100	480	TBD	868

Note: As of the completion of FY 2023, local employment grew by 12,995 jobs with the addition of 288 new entrepreneurial ventures being co-created locally, **129% and 58%, respectively, of the County’s five-year Target**. An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing, and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis.



Target: Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3)

	FY 2022	FY 2023	FY 2024*	FY 2025*	FY 2026	TOTAL
Students Connected	3,426	750	1,500	3,000	TBD	8,676

Note: Since the start of FY 2022, over 5,500 students have been connected to skilled job opportunities, **79% of the County's five-year Target**. This progress was achieved largely in part to the County's addition of the Leon Works Fall Preview hosted virtually in the Fall of 2021. This only reflects the number of students connected to skilled job opportunities by the Office of Economic Vitality through the Leon Works Expo. Other program areas, such as Emergency Medical Services and Human Resources also connect students to skilled job opportunities.



Target: Increase the number of certified MWSBE's by 30% (T4)

	FY 2022	FY 2023	FY 2024*	FY 2025*	FY 2026	TOTAL
% Increase in # of MWSBE's	6%	8%	10%	10%	TBD	34%

Note: While there has been a decrease in the total number of MWSBE recertifications, the OEV MWSBE Division continues its efforts to grow the number of new certified MWSBEs in Leon County. Since the start of FY 2022, OEV has achieved 97 new MWSBE certifications, **56% of the County's five-year Target**.



Target: Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11)

	FY 2022	FY 2023	FY 2024*	FY 2025*	FY 2026	TOTAL
Sidewalk/Greenway/Trail/Bike Lane Miles	1.18	16.62	14.33	12.86	TBD	44.99

Note: This only reflects the number of miles constructed by Blueprint. Other program areas, such as Parks & Recreation and Public Works Engineering, also contribute to this target.

***Bold Goal & Target figures for FY 2024 and FY 2025 are estimates. Actuals for FY 2024 will be reported at the Annual Board Retreat in January 2025.**

» Department of PLACE






Planning Department (001-817-515)

Goal	The goal of the Tallahassee-Leon County Planning Department is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of the Leon County and Tallahassee community.
Core Objectives	<p>Management</p> <ol style="list-style-type: none"> 1. Provides coordination and oversight of all planning functions. 2. Administers the department budget; ensures expenditure levels conform to approved resources. 3. Monitors federal and state legislation impacting municipal government planning activities. 4. Provides timely and effective planning information and recommendations for the orderly growth of the Tallahassee and Leon County community. <p>Land Use Administration</p> <ol style="list-style-type: none"> 1. Reviews applications for rezoning, Planned Unit Developments (PUD), Developments of Regional Impact (DRI), abandonments and other largescale developments. 2. Processes and reviews site plan and subdivision development applications and provides customer service by demonstrating code-compliant design concepts. 3. Assists other divisions and departments with the creation and processing of land development regulations. 4. Reviews County and City development plans. <p>Comprehensive Planning</p> <ol style="list-style-type: none"> 1. Implements Comprehensive Plan through the review of and participation in a variety of projects and through staffing the annual Plan amendment cycle and public participation process. 2. Develops and implements long range plans for special study areas, hazard mitigation planning such as the Local Mitigation Strategy and transportation/mobility projects, including bike routes and greenway plans. 3. Provides coordination for long-range planning projects and issues and the coordination of land use and the schedule of capital improvements. 4. Prepares and implements the Urban Forest Master Plan and Canopy Roads Management Plan. 5. Implements alternative transportation infrastructure projects and citizen engagement for bicycle and pedestrian initiatives. <p>Neighborhood and Urban Design</p> <ol style="list-style-type: none"> 1. Researches and prepares reports and recommendations for urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Prepares and implements Placemaking action plans in coordination with Special Projects and Outreach. 3. Reviews site plan development applications and provides design assistance/review in coordination with County Development Support and Environmental Management and City Growth Management. 4. Oversees design and coordinates implementation of adopted Wayfinding System. 5. Assists with policy and code development and updates. <p>Special Projects and Outreach</p> <ol style="list-style-type: none"> 1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Develops and implements new public outreach and engagement strategies. 3. Coordinates with other Departments to prepare and implement interdepartmental plans and initiatives at the direction of the County Commission and City Commission. 4. Administers Citizen Committees and Placemaking Plans in coordination with other divisions.
Statutory Responsibilities	Florida Statutes: Chapter 163 “Comprehensive Planning”, Chapter 163 “Development Agreements”, Chapter 125, Title 11, Chapter 164 “Municipal Annexations & Contractions”, Chapter 339 “Transportation Planning”, Chapter 380 “Land and Water Management”, Chapter 427 “Land Acquisition”; Local: Chapter 10, Article II “Local Planning Agency”, Article V “Comprehensive Planning”, Article VI “Concurrency Management”, Article VII “Environmental Management”
Advisory Board	Planning Commission; Local Planning Agency; Canopy Roads Citizens Advisory Board; Water Resources Committee; Local Mitigation Strategy Committee; Joint City/County Bicycle Work Group; Miccosukee Working Group; Midtown Working Group

» Department of PLACE

Planning Department (001-817-515)

FY 2022-2026 Strategic Plan















Bold Goals & Five-Year Targets	FY 2022 Actual	FY 2023 Actual	FY 2024 ⁵ Estimate	FY 2025 ⁵ Estimate	FY 2026 Estimate	TOTAL ⁵
 Grow the job market by 10,000 new jobs. (T2) ¹	7,100	5,895	1,300	1,900	TBD	16,195
 Co-create 500 entrepreneur ventures. (T2) ¹	208	80	100	480	TBD	868
 Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) ²	3,426	750	1,500	3,000	TBD	8,676
 Increase the number of certified MWSBE's by 30%. (T4) ³	6%	8%	10%	10%	TBD	34%
 Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) ⁴	1.18	16.62	14.33	12.86	TBD	44.99

Notes:

1. An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis. As of the completion of FY 2023, local employment has grown by a total of 12,995 jobs with the total addition of 288 new entrepreneurial ventures being co-created locally, 129% and 58%, respectively, of the County's five-year Target met since the start of the County's five-year plan.
2. This only reflects the number of students connected to skilled job opportunities by the Office of Economic Vitality through the Leon Works Expo. Other program areas, such as Emergency Medical Services and Human Resources also connect students to skilled job opportunities.
3. At the time of the January 2022 Board Retreat, there were 580 certified minority, women, and small business enterprises (MWSBE) in Leon County. Since the start of FY 2022, OEV has achieved 97 new MWSBE certifications, 56% of the County's five-year Target.
4. This only reflects the number of miles constructed by Blueprint. Other program areas, such as Parks & Recreation Services and Public Works Engineering, also contribute to this target.
5. Bold Goal & Target figures for FY 2024 and FY 2025 are estimates. Actuals for FY 2024 will be reported at the Annual Board Retreat in January 2025.

» Department of PLACE

Planning Department (001-817-515)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimates	FY 2025 Estimates
	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County) ¹	309	246	175	250
	Number of Rezoning, PUDs Reviewed (County & City) ²	16	12	14	15
	Number of Comprehensive Plan Amendments Analyzed and Processed (County & City) ³	7	7	9	8
	Number of new dwelling units reviewed and/or approved (City and County) ⁴	1,533	2,464	1,200	1,600
	Number of Non-Residential sq. ft. reviewed or approved (City and County) ⁵	1,782,007	580,333	1,400,000	1,500,000
	Number of Planning Commission Public Hearings ⁶	8	8	8	8
	Number of GIS Layers Maintained ⁷	48	48	50	47
	Number of public workshops/Listening sessions/Neighborhood meetings ⁸	55	43	24	35
	Number of committee meetings (Ex: Canopy Road, Water Resources, Joint Bicycle Workgroup, etc.) ⁹	36	17	28	20
	Number of CONA & ATN Meetings ¹⁰	0	1	1	5
	Number of direct mail notices ¹¹	16,019	8,827	30,469	12,000
	Number of web postings or updates ¹²	212	212	40	50
	Number of Newspaper Advertisements (Average 2 – 3 per month) ¹³	21	21	27	20
	Number of Site Layout and Urban Design Assistance projects ¹⁴	140	159	101	160

Notes:

1. The number of development applications received is driven by external economic factors including the market demand in new development. There was an increase in FY 2022 attributed to market responses to the housing shortage and state and federal housing incentive programs. This leveled off in FY 2023. The projections for 2024 are lower because of an anticipated market cooling resulting from higher interest rates and higher construction costs.
2. The total number of rezonings, including Planned Unit Developments (PUDs) and PUD amendments, are reflective of the real estate market and development demand. Estimates are based on historical numbers, meetings with potential applicants, and the number of site layout and urban design assistance projects (see metric above) that often identify the need for a rezoning.
3. The Division analyzed seven Comprehensive Plan Amendments in FY 2023. There are additional Comprehensive Plan Amendments projected in FY 2024 because changes to Florida Statutes required policies in the Comprehensive Plan to be amended. FY 2025 is projected to be similar to previous years with most amendments being market driven with at least one text amendment being policy driven.
4. For FY 2023, the total number of new dwelling units approved increased 60% from FY 2022, in response to increased housing demand and favorable market conditions. Of those units 305 were County and 2,159 were City. The estimates for FY 2024 and FY 2025 are lower than FY 2023 because of anticipated market response to increased interest rates and construction prices.
5. New commercial square footage was lower than FY 2023 estimates, due to higher investments by developers in residential markets. In addition, FY 2022 actuals were higher than average due to the construction of the 634,812 square foot Amazon Fulfillment Center. The projections for FY 2024 and FY 2025 are anticipated to increase based on tracking major ongoing and proposed developments.
6. Planning Commission Public Hearings are typically held monthly except January, which is generally reserved for the workshop on proposed Comprehensive Plan amendments. Public Hearings are not held if no rezoning or Comprehensive Plan amendment is proposed for a given month. This metric has been updated to reflect the total number of Public Hearings held at Planning Commission meetings, rather than the total number of Planning Commission Meetings held, where there were Public Hearings.
7. The Division maintained 48 Geographic Information System (GIS) layers in FY 2023. This number is projected to increase in FY 2024 with the addition of an Urban Service Area History and a Future Land Use Map History layer. In FY 2025, the number is projected to decrease due to the City's Growth Management Department taking on the maintenance of three of their layers previously maintained by Planning.
8. The number of public workshops, listening sessions, and neighborhood meetings varies depending on the nature and quantity of projects and the request received from neighborhoods to attend or host meetings on these projects.

9. Several committee meetings are application-driven (e.g. the committee meets when applications are received for projects that need to be reviewed by the committee or that staff needs input from a focus group). The timing of applications for projects needing to be reviewed by the Planning Commission, Water Resources Committee, and Canopy Roads Citizens Committee resulted in a lower number of committee meetings with the committees reviewing more projects at the meetings to increase organizational efficiencies.
10. Meetings with neighborhood organizations such as Council of Neighborhood Associations (CONA) and the Alliance of Tallahassee Neighborhoods (ATN) vary depending on the number of requests received from these groups to meet. In FY 2023, neighborhood organizations, including ATN and CONA, were invited to participate in broader neighborhood engagement, such as the Comprehensive Plan Educational Roadshow meetings in September 2023, and others, in which members of ATN were in attendance. The number of CONA and ATN meetings is anticipated to increase in FY 2025 as a result of public engagement on the Land Use and Mobility Elements of the Comprehensive Plan.
11. The number of direct mail notices fluctuates because it is dependent upon the location of the application property and the number of properties within 1,000 ft of subject properties. The number of direct mail notices is anticipated to increase in FY 2024 because of PUD amendments in Southwood, which would result in larger than average numbers of notices being mailed due to the density of the area.
12. The large number of web postings and updates in FY 2022 and FY 2023 were due to the Southside Action Plan and North Monroe Corridor Plan project. Website postings are largely project dependent and can vary significantly year over year.
13. The number of advertisements is projected to remain consistent in the outyears.
14. Design consultations provided through the DesignWorks Division of the Planning Department. Tracking of site assistance consultations began in 2016 and continues to grow as demand for services increases in response to positive customer experiences and word-of-mouth reviews.

LEON COUNTY FISCAL YEAR 2025 ADOPTED BUDGET

» Department of PLACE

		FY 2023	FY 2024	FY 2025	FY 2025	FY 2025	FY 2026
Budgetary Costs		Actual	Adopted	Continuation	Issues	Budget	Budget
Personnel Services		127,656	152,175	2,200	-	2,200	2,200
Grants-in-Aid		916,502	946,102	965,024	-	965,024	984,325
Total Budgetary Costs		1,044,158	1,098,277	967,224	-	967,224	986,525
		FY 2023	FY 2024	FY 2025	FY 2025	FY 2025	FY 2026
Appropriations		Actual	Adopted	Continuation	Issues	Budget	Budget
Planning Department		1,044,158	1,098,277	967,224	-	967,224	986,525
Total Budget		1,044,158	1,098,277	967,224	-	967,224	986,525
		FY 2023	FY 2024	FY 2025	FY 2025	FY 2025	FY 2026
Funding Sources		Actual	Adopted	Continuation	Issues	Budget	Budget
001 General Fund		1,044,158	1,098,277	967,224	-	967,224	986,525
Total Revenues		1,044,158	1,098,277	967,224	-	967,224	986,525
		FY 2023	FY 2024	FY 2025	FY 2025	FY 2025	FY 2026
Staffing Summary		Actual	Adopted	Continuation	Issues	Budget	Budget
Planning Department		23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)		23.50	23.50	23.50	-	23.50	23.50

LEON COUNTY FISCAL YEAR 2025 ADOPTED BUDGET

»» Department of PLACE

Planning Department Summary

Budgetary Costs	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
Personnel Services	127,656	152,175	2,200	-	2,200	2,200
Grants-in-Aid	916,502	946,102	965,024	-	965,024	984,325
Total Budgetary Costs	1,044,158	1,098,277	967,224	-	967,224	986,525

Appropriations	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
Planning Department (001-817-515)	1,044,158	1,098,277	967,224	-	967,224	986,525
Total Budget	1,044,158	1,098,277	967,224	-	967,224	986,525

Funding Sources	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
001 General Fund	1,044,158	1,098,277	967,224	-	967,224	986,525
Total Revenues	1,044,158	1,098,277	967,224	-	967,224	986,525

Staffing Summary	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

LEON COUNTY FISCAL YEAR 2025 ADOPTED BUDGET

» Department of PLACE

Planning Department - Planning Department (001-817-515)

Budgetary Costs	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
Personnel Services	127,656	152,175	2,200	-	2,200	2,200
Grants-in-Aid	916,502	946,102	965,024	-	965,024	984,325
Total Budgetary Costs	1,044,158	1,098,277	967,224	-	967,224	986,525
Funding Sources	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
001 General Fund	1,044,158	1,098,277	967,224	-	967,224	986,525
Total Revenues	1,044,158	1,098,277	967,224	-	967,224	986,525
Staffing Summary	FY 2023 Actual	FY 2024 Adopted	FY 2025 Continuation	FY 2025 Issues	FY 2025 Budget	FY 2026 Budget
Planner II	6.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	1.00	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Director of Plan Land Mgmt Com Enh	0.50	0.50	0.50	-	0.50	0.50
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	2.00	2.00	2.00	-	2.00	2.00
Planning Manager	1.00	1.00	1.00	-	1.00	1.00
Comprehensive Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget reflects a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The remaining budget includes the County's share of rent for the Planning Department office space and the County's share of the Planning Department's operating budget, including funding for the County's share of personnel cost. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 32.9%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2025 Planning Department budget are as follows:

Increases to Program Funding:

1. County share of operations to the City.

Decreases to Program Funding:

1. Costs associated with multiple employees opting for City benefits.