AGENDA

COMMITTEE OF THE WHOLE WORKSHOP
BOARD OF COUNTY COMMISSIONERS

Board Chambers
Suite 100
Ernie Lee Magaha Government Building - First Floor
221 Palafox Place

April 13, 2017
9:00 a.m.

Notice: This meeting is televised live on ECTV and recorded for rebroadcast on the same channel. Refer to your cable provider's channel lineup to find ECTV.

1. Call to Order

   (PLEASE TURN YOUR CELL PHONE TO THE SILENCE OR OFF SETTING.)

2. Was the meeting properly advertised?

3. <u>VT Mobile Aerospace Engineering, Inc., (VT MAE) Update</u>
   (David Penzone, City of Pensacola Business Consultant - 20 min)
   A. Board Discussion
   B. Board Direction

4. <u>Mass Transit Advisory Committee (MTAC) 2016 Annual Report</u>
   (Lori Webster, Chair, MTAC - 10 min)
   A. Board Discussion
   B. Board Direction

5. <u>Community Redevelopment Agency (CRA) Performance Measures Report</u>
   (Clara Long/Tonya Gant - 10 min)
   A. Board Discussion
   B. Board Direction

6. Summer Youth Employment Program (SYEP)
(Tonya Gant/Carla Jones - 30 min)
A. Board Discussion
B. Board Direction

7. Review of Local Government Contribution for Florida Housing Finance Corporation (FHFC) Tax Credit Applications
(Meredith Reeves - 30 min)
A. Board Discussion
B. Board Direction

8. Sign Ordinance
(Horace Jones - 30 min)
A. Board Discussion
B. Board Direction

9. Proposed Escambia County Library Services Enhancements
(Todd Humble - 15 min)
A. Board Discussion
B. Board Direction

10. Perdido Key Habitat Conservation Ordinance
(Commissioner Underhill/Chips Kirschenfeld/Tim Day - 20 min)
A. Board Discussion
B. Board Direction

11. Revised County Vehicle Policy
(Wesley Moreno - 20 min)
A. Discussion
B. Board Direction

12. Escambia Treating Site
(Amy Lovoy - 45 min)
A. Board Discussion
B. Board Direction

13. Escambia County Wind Speed Line Designations
(Tim Tolbert - 15 min)
A. Board Discussion
B. Board Direction

14. AV Digital Upgrade Project Proposal
(Joy Tsubooka/Shawn Fletcher - 10 min)
A. Board Discussion
B. Board Direction

15. ECTV/WUWF Channel Merge For HD Proposal
(Joy Tsubooka - 10 min)
A. Board Discussion
B. Board Direction

16. Adjourn

Committee of the Whole **3.**

Meeting Date: 04/13/2017

Issue: VT MAE Update

From: Jack Brown, County Administrator

Information

Recommendation:

VT Mobile Aerospace Engineering, Inc., (VT MAE) Update
(David Penzone, City of Pensacola Business Consultant - 20 min)
A. Board Discussion
B. Board Direction

Attachments

VT MAE Update
VT MAE
MRO Hangar April 2017 -1
MRO Hangar April 2017-2
MRO Hangar April 2017-3

VT Mobile Aerospace Engineer, Inc. (VT MAE) Update
April 10, 2016

I. Summary of Briefing Book information previously provided, October 2016

A. Summary of Lease Terms
B. Team
C. Bid Process – Community Impact
D. Construction Schedule and Sources/Uses of Funds
E. Economic and Community Impact of Job Creation
F. Workforce Development
G. Drawings and Concept Plans
H. Who is ST Aerospace?
I. Aviation and Aerospace News

II. Construction Update

A. Weekly status calls (every Friday at 9 AM) and typical agenda

1. CMAR Report (Greenhut):
   a. Work accomplished this week.
   b. Work scheduled for next week.
   c. Critical action items.
   d. RFI Status and Design Team Response
   e. Submittal Status and Design Team Response
   f. Other Items

2. Design Team (Atkins and Bullock Tice)
   a. Update on current and future action items.

3. Construction Administration Team (Mott McDonald)
   a. Update on current and future action items.

4. Owner's Team and VT (Airport, VT MAE)
   a. Update on current and future action items.

5. Summary of Significant developments to date
    a. Significant site preparation and foundation work has been underway and continues (See aerial photos).
    b. Vertical steel erection scheduled for week of April 24.
    c. Infrastructure being developed including water and wastewater coordination with ECUA.
    d. Landscape buffer has been designed and approved.
    e. FAA certification for Airport received; no objections raised regarding construction project. Antenna installation complete and FAA localizer project moving forward on schedule.
    f. Gopher tortoise identified in construction zone and in process of being relocated.
    g. Long lead-time critical path items have been identified and acquisition process is underway.
    h. Construction schedule is approximately 3 weeks behind original schedule, with CMAR working to get back on schedule.
    i. Overall construction costs remain within original budgeted amounts. Owner direct purchase on some items results in project savings.

B. Project status updated weekly on City of Pensacola website: www.cityofpensacola.com/1131/VT-MAE

III. Financial Update

A. Summary of Sources and Uses of Funds (See attached Exhibit through February 28, 2017)

IV. Workforce Development Update

A. Met with VT MAE and confirmed hiring timeline
    1) July 2017 – Recruitment for Leadership team
    2) August 2017 – Extend offers for Leadership team
    3) November 2017 - Leadership team hires approximately 150 workers
    4) January 2018 – Commence training in Mobile

5) April/May 2018 - Pensacola facility opens and increased staffing consistent with business ramp up

B. Developing strategies for transition from military to private sector. Met with Fleet and Family Services at NAS to raise awareness and begin to develop recruitment plans.

C. Developing strategies for private sector recruitment, including job fairs and neighborhood outreach. Met with Commissioner May, Florida West, City of Pensacola and county representatives to begin to develop recruitment plans.

D. Study of paid apprenticeship program being rolled out in Mobile and evaluation of possible application to Pensacola facility.

E. Evaluation of community assistance to facilitate transportation of 1st wave of Pensacola employees to Mobile for training.

V. Overall Summary

Project is progressing as planned. All parties are communicating effectively and are timely addressing issues as they arise. Nothing to date has been identified which would negatively impact schedule or budget. Workforce development activities will begin to accelerate in the summer and fall of 2017. Substantial completion of the MRO Hangar is expected to be in the spring of 2018.

CITY OF PENSACOLA/VT MAE
SOURCES AND USES OF FUNDS
Thru February 28, 2017
Unaudited

	Revenues:	Original Budget*	Revised Budget	LTD Actual	Subtotal		Project Balance	
1	FDOT grant allocable to Airport	11,090,000.00	11,090,000.00	429,799.00	10,660,201.00		10,660,201.00	
2	VTMAE	7,244,300.00	7,244,300.00	7,244,300.00	-		-	
3	IRREF	7,000,000.00	7,000,000.00	-	7,000,000.00		7,000,000.00	
4	City- FDOT grant allocable to Airport	8,599,600.00	8,599,600.00	-	8,599,600.00		8,599,600.00	
5	City - FDOT grant allocable to Airport	4,096,547.00	4,096,547.00	869,405.26	3,227,141.74		3,227,141.74	
6	City Funds (Payable on 12/31/2019)	3,200,000.00	3,200,000.00	-	3,200,000.00		3,200,000.00	
7	County funds	4,800,000.00	4,800,000.00	4,000,000.00	800,000.00		800,000.00	
	Total Funds available	46,030,447.00	46,030,447.00	12,543,504.26	33,486,942.74		33,486,942.74	
8	Grant Adjustment (matching funds)	(2,300,000.00)	(2,300,000.00)	-	(2,300,000.00)		(2,300,000.00)	
9	City - Airport Capital funds	1,400,000.00	1,400,000.00	244,280.34	1,155,719.66		1,155,719.66	
	Total Construction Funds Available	**45,130,447.00**	**45,130,447.00**	**12,787,784.60**	**32,342,662.40**		**32,342,662.40**	
	Expenses:							
	Project Development Costs					**Encumbrances**		
	Pre-Construction							
10	Design, Geotech and Environmental Assessment	2,743,000.00	2,608,199.05	2,608,199.05	-	-	-	
11	Contract Administration	308,000.00	307,779.00	307,779.00	-	-	-	
12	FAA Project pre-funding (Relocation of nav equip)	92,500.00	92,500.00	92,500.00	-	-	-	
13	Professional Services	263,000.00	424,445.62	424,445.62	-	-	-	
	Sub-total Pre-construction	3,406,500.00	3,432,923.67	3,432,923.67	-	-	-	
	Construction- Non-Greenhut GMP							
14	FAA Project (Relocation of nav equip)	539,000.00	669,782.92	488,501.89	181,281.03	181,281.03	-	
15	A&E Construction Design Services	650,000.00	650,000.00	166,944.86	483,055.14	478,929.62	4,125.52	
16	Construction Administration	972,000.00	972,000.00	194,303.80	777,696.20	777,215.20	481.00	
17	Bridge Financing Costs	750,000.00	750,000.00	53,575.00	696,425.00	-	696,425.00	
18	Owner Contingency	886,251.00	729,044.41	-	729,044.41	-	729,044.41	
19	Testing and Parking Lights	300,000.00	300,000.00	-	300,000.00	120,000.00	180,000.00	
20	Professional Services	50,000.00	50,000.00	12,973.88	37,026.12	8,954.00	28,072.12	
	Sub-total Construction- Non Greenhut GMP	4,147,251.00	4,120,827.33	916,299.43	3,204,527.90	1,566,379.85	1,638,148.05	
21	Construction Costs-Greenhut	36,926,020.00	34,252,134.72	2,044,028.92	32,208,105.80	32,208,105.80	-	
22	Construction Costs-Greenhut Contingency	650,676.00	651,034.76	-	651,034.76	651,034.76	-	
	Sub-total Construction- Greenhut GMP	37,576,696.00	34,903,169.48	2,044,028.92	32,859,140.56	32,859,140.56	-	
23	Owner Direct Purchase	-	2,673,526.52	58,343.50	2,615,183.02	2,569,859.88	45,323.14	**
	Total Construction Funds	**45,130,447.00**	**45,130,447.00**	**6,451,595.52**	**38,678,851.48**	**36,995,380.29**	**1,683,471.19**	

* Penzone Report presented October 2016

** Any balance represents sales tax savings

Aero Photo

727.520.8181
www.aerophoto.com

MRO Hangar
(Pensacola International Airport)

Image # 75
Date 04.04.17

Aero Photo

727.520.8181
www.aerophoto.com

MRO Hangar
(Pensacola International Airport)

Image # 73
Date 04.04.17

Aero Photo

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MRO Hangar
(Pensacola International Airport)

Image # 69
Date 04.04.17

Committee of the Whole **4.**

Meeting Date: 04/13/2017

Issue: Mass Transit Advisory Committee 2016 Annual Report Presentation

From: Joy D. Blackmon, P.E., Director

Information

Recommendation:

Mass Transit Advisory Committee (MTAC) 2016 Annual Report
(Lori Webster, Chair, MTAC - 10 min)
A. Board Discussion
B. Board Direction

Attachments

Annual Report Presentation

Mass Transit Advisory Committee (MTAC)

2016 Annual Report

myescambia

2016 MTAC Meetings

Quarterly Meetings

- January 13, April 13, July 13, October 12

Workshops

- February 8, June 27, 2016

Special Meetings

- June 2, August 18, 2016

MTAC - Short Term Goals

- Support for the Move of ParaTransit to or near ECAT
- Support for Phase I Implementation of Comprehensive Operational Analysis
- Strong Support for the Transportaton Development Plan
- Ambassador Bus Rider Program (High Profile Community Members Promoting and Riding the Bus)

MTAC - Long Term Goals

- Increase Routes, Service Times and Days
- Add Service to Nine Mile Road to Accommodate Navy Federal Expansion Activities
- Expand Service to and from Perdido Key
- Create Partnerships to Promote Ridership

2016 Performance against Benchmarks

	2015	2016
Total Ridership	1,307,833	1,231,738
Riders per Revenue Hour	16	14
Total Farebox Revenue	$1,054,397.16	$985,528.88
Average per Rider	0.80	0.80

Decrease in Riders per Revenue Hour = 2
Decrease in Total Farebox Revenue= $68,868.28

The Good News

- Phase 4 of the Amenities Upgrade Complete!
  - Upgrading Bus Stops with Benches and or / ADA Accessible Shelters
- The COA Moving Forward
  - Route Restructuring

  Feedback on the Changes has been Positive

TDP - FDOT Strategic Transit Plan

- 10-year Assessment and Strategic Transit Plan
- 5-year Re-Assessments
  - Workshops & Surveys

  Recommendations:

  MTAC Approved and Supported the Plan

Looking Ahead

- Increase Ridership
- Develop Partnerships
- Identify Opportunities
- Meet Frequently and Productively
- Improve Mass Transit in Escambia County

Questions ?

Committee of the Whole **5.**

Meeting Date: 04/13/2017

Issue: Community Redevelopment Agency (CRA) Performance Measures Report

From: Tonya Gant, Director

Information

Recommendation:

Community Redevelopment Agency (CRA) Performance Measures Report
(Clara Long/Tonya Gant - 10 min)
A. Board Discussion
B. Board Direction

Attachments

CRA Performance Measures Report

Discussion Concerning CRA Performance Measures

Committee of the Whole

April 13, 2017

Criteria to Establish a CRA

- Community Redevelopment Act of 1969 creates a Community Redevelopment Agency (CRA) – defines "blight area" by two or more of the following factors:
  - No appreciable increase in assessed values of real property over a 3 year period
  - Deterioration of structures
  - High number of crime stats
  - High number of building code violations
- F.S. Chapter 163, Part III

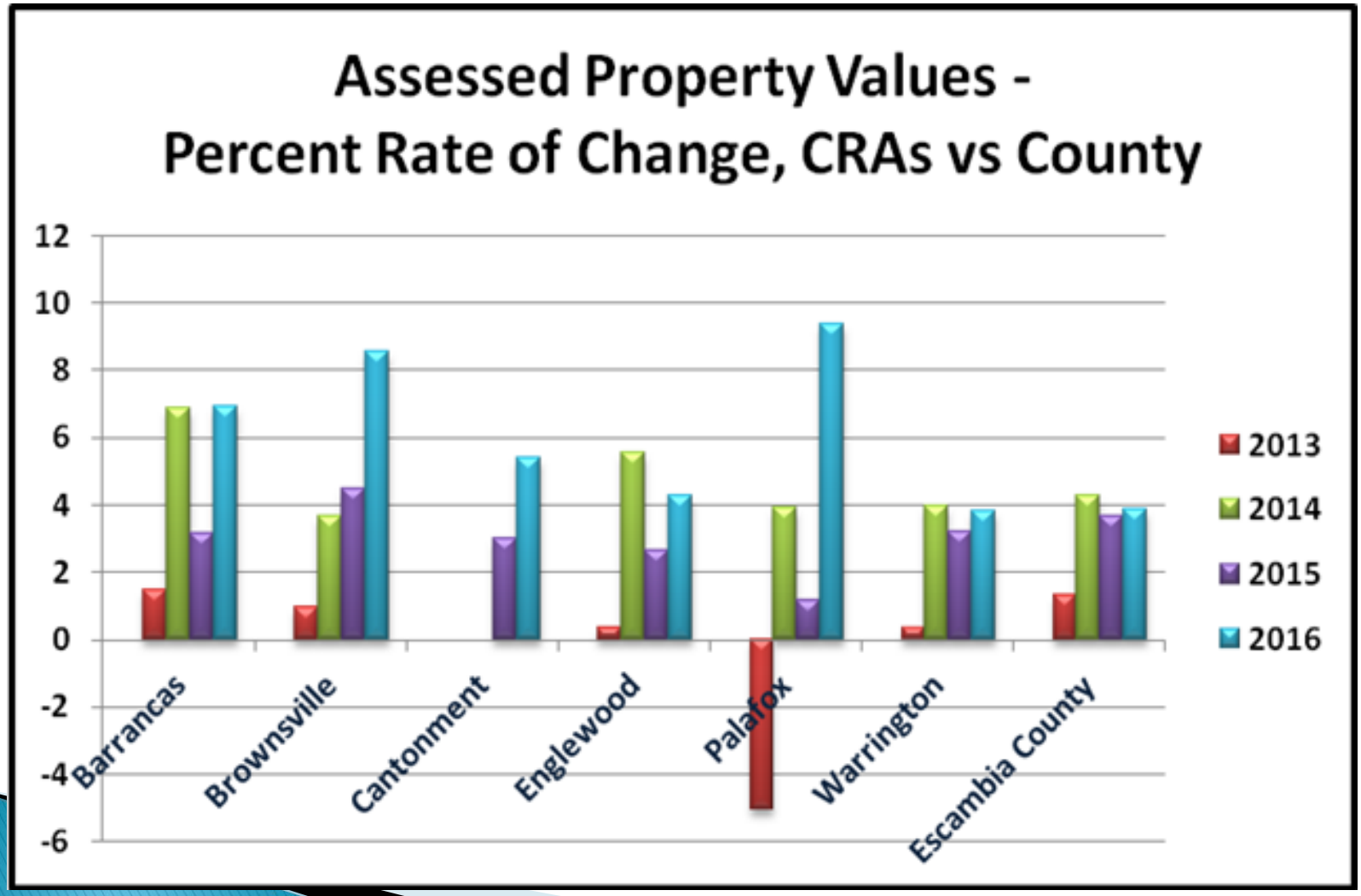
DISCUSS MEASUREABLE GOALS FOR CRA AREAS

- Assessed Property Values
- Median Household Income
- Unemployment Rate

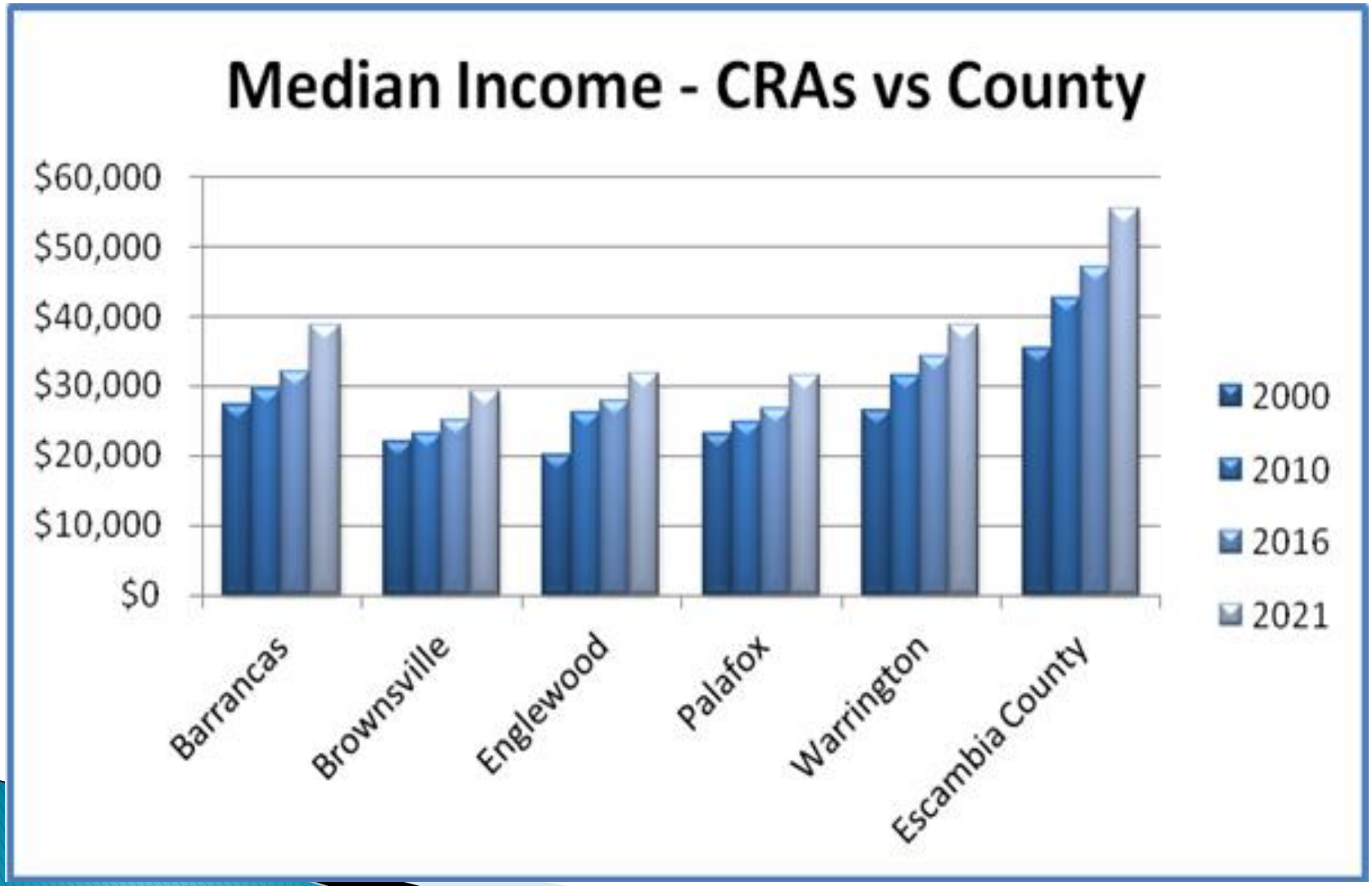
Criteria to Sunset a CRA

- CRA Areas compared to the County
  - Meet or exceed or lower than for 3+ consecutive years
    - Assessed Property Values
    - Median Income
    - Unemployment Rate
- Reduction in deteriorated structures
- Reduction in number of building code violations
- Reduction in crime in the areas

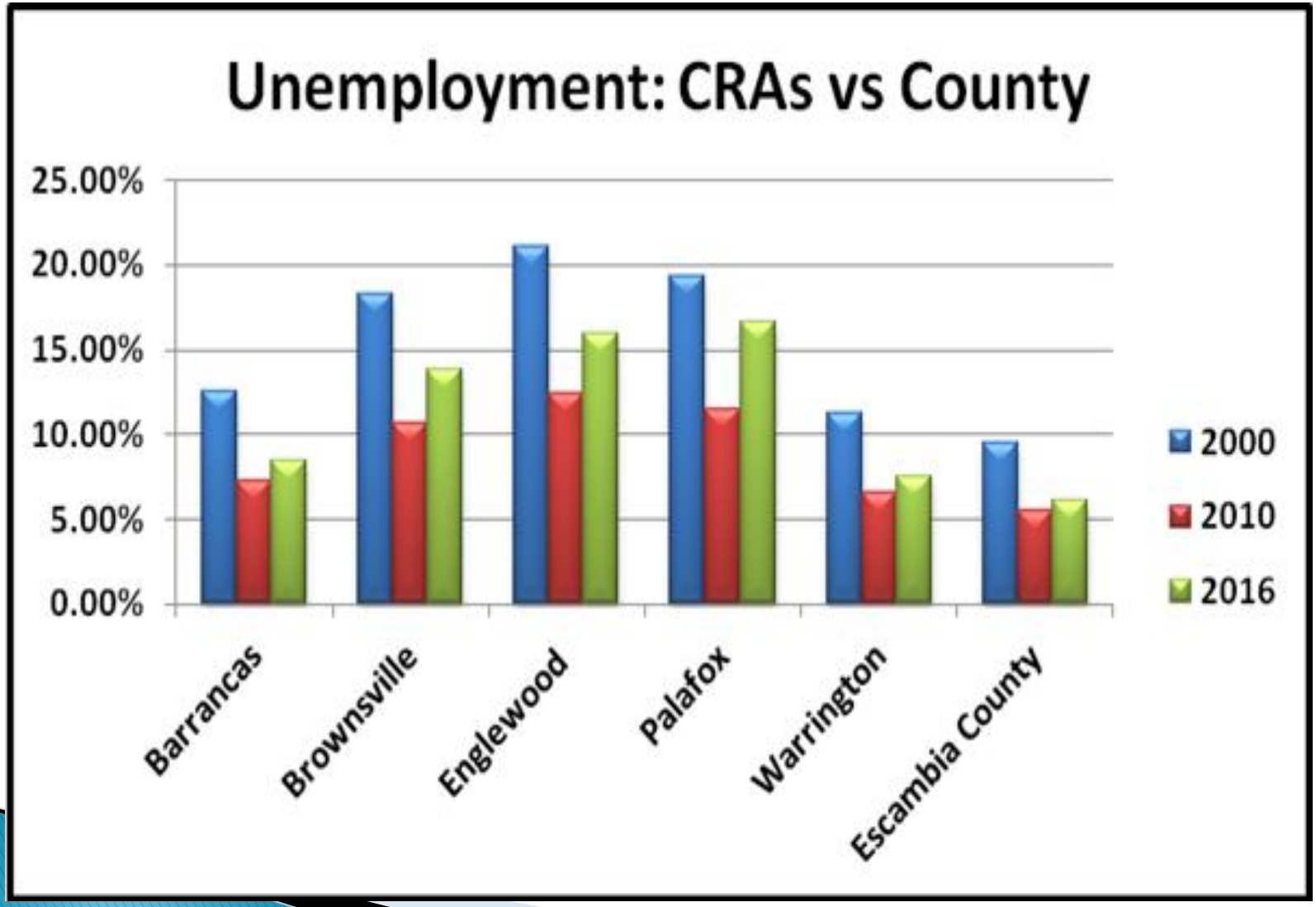
Assessed Property Values



MEDIAN INCOME



Unemployment Rate

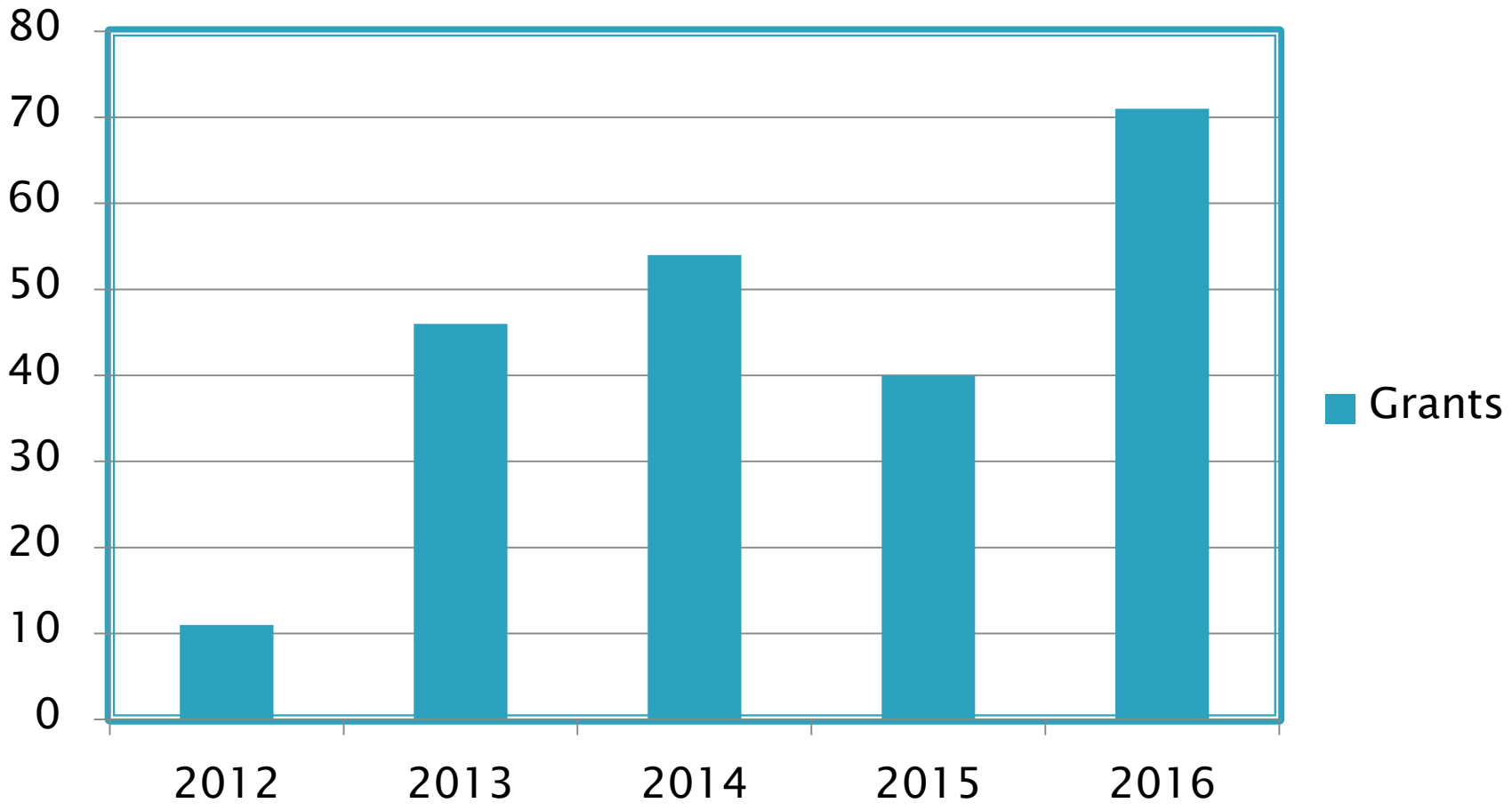


Other factors that help meet or exceed Goals

- Installation of Infrastructures – Sewer Connection
  - Residential Areas
  - Commercial Corridors
- Increase Private Investments
  - New Development (Residential/Commercial)
- CRA Grants
  - 2016 - $233,475 Qty- 71

  Residential improvements like sewer connections & roof replacement

CRA Grants Awarded



BOARD'S DIRECTION

- Establish the performance measures as CRA Goals
- Provide other measureable Goals

Committee of the Whole **6.**

Meeting Date: 04/13/2017

Issue: Summer Youth Employment Program

From: Tonya Gant, Director

Information

Recommendation:

Summer Youth Employment Program (SYEP)
(Tonya Gant/Carla Jones - 30 min)
A. Board Discussion
B. Board Direction

Attachments

Summer Youth Employment Program

ESCAMBIA COUNTY

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)

- **The overall intent of the program is to promote career development while providing on the job paid work experiences in various occupations.**

- **It is felt that providing resourceful tools for the work industry at this young age will impress upon the minds of the youth that work is good and necessary and will provide financial sustainability not only for themselves and their families but will contribute to the economic growth and well being of their community.**

The Summer Youth Employment Program (SYEP) will provide the following:

- Pre-employment assessment tool to determine skills, abilities and career goals
- Job readiness preparatory training classes
- Placement into paid work experience job slots
- Post-employment evaluation to determine success rate
- Participants may work up to a maximum of 20 hours per week and will be paid at the state minimum wage rate of $8.10 per hour.

Eligibility Requirements

- Must reside in Escambia County
- Must be between the ages 16-20 yrs.
- No felony convictions
- Must have parental consent, if under age 18.
- Household must meet income criteria
- Must meet temporary agency guidelines for employment

Summer Cycle Dates

Date	Activity
May 1-12, 2017	Application notice (Website, Twitter, Face Book, PNJ, etc.)
May 19, 2017	Application deadline
May 22-26, 2017	Application review/selection
May 30, 2017	Application selection notification (letter/phone call)
June 5-9, 2017	Summer cycle pre-session trainings
Jun. 12 thru Jul. 28, 2017	Work Employment Tract
Aug. 1-4, 2017	Summer cycle post-session trainings/program completion

Outreach Efforts

- BCC Website, Facebook & Twitter
- News media (print, radio, TV)
- School District
- Social Service Agencies/Civic Organizations
- Postcards and flyers

Youths will gain work experience and career development working in the following fields:

- Landscaping
- Information Technology
- Clerical/Receptionist
- Customer Service
- Warehousing
- Recreation
- Maintenance

Pre-session training

- **Program orientation (Program Guidelines, time sheet reporting, program expectations)**

- **Soft Skills Trainings…**
  - **Honesty in the workplace**
  - **Time Management**
  - **Getting along with co-workers/supervisor**
  - **Interviewing techniques**
  - **Job Search/networking**

Post De-briefing and Evaluation

- **Program re-cap (program overview/lessons learned)**
- **Individual exit evaluation**
- **Will be provided with a professional resume to be used for future employment opportunities**
- **Letters of recommendations from program and/or worksite supervisor**
- **Certificate of program completion**
- **Special Board Meeting recognition**

Partial Worksite Listing…

- Facilities Management
- Library Services
- Public Safety
- Information Technology
- Parks and Recreation
- Risk Management Office
- County Administration
- Corrections/Probation
- Public Works
- Community Resource Centers

Program Outcomes

- Providing financial stability for youth and family
- Gainful work experience to be added to resume for future employment
- Development of networking opportunities
- Enhancement of career goals and objectives

Program Expectations

- Constructive activities
- Financial impact
- Career Development
- Sharpens work ethics/skills
- Enhancement of critical thinking
- Increases communication skills

Program Budget

Category	Cost
Office Supplies	$400
Student Salaries ($8.10 hr./not including temporary staffing service billable rate)	$70,848 30 students @ 9 weeks
Training materials (Pre and Post soft skills training materials, i.e. assessments, training videos)	$3,000
Student supplies (Required work items-special uniforms, shoes, goggles, gloves, etc.)	$1,000
Student background checks (18yrs.+ if required to work around dependent persons)	$1,000
	$76,248

Committee of the Whole **7.**

Meeting Date: 04/13/2017

Issue: Review of Local Government Contribution for FHFC Tax Credit Applications

From: Tonya Gant, Director

Information

Recommendation:

Review of Local Government Contribution for Florida Housing Finance Corporation (FHFC) Tax Credit Applications

(Meredith Reeves - 30 min)

A. Board Discussion

B. Board Direction

Attachments

HTC COW Presentation

Multifamily FHFC Tax Credit Application Review Process

Presented to the Board

April 13, 2017

BACKGROUND:

- Florida Housing Finance Corporation (FHFC) generally offers developers two housing tax credit (HTC) application cycles in the fall—a 4% (combined with SAIL and/or bond funds) and a 9% HTC
- As part of the application process, developers applying for funding must provide a "Local Government Verification of Contribution form" specifying a minimum amount of funding to be provided per the Request for Applications (RFA)—this amount for Escambia has been $37,500—in order to score maximum points
- Developers applying for funding are competing against other developments in medium/small counties statewide
- Funding is highly competitive—last year there were 138 applications in medium/small counties and only 10 awards for the 9% HTC

HOUSING TAX CREDIT REQUIREMENTS:

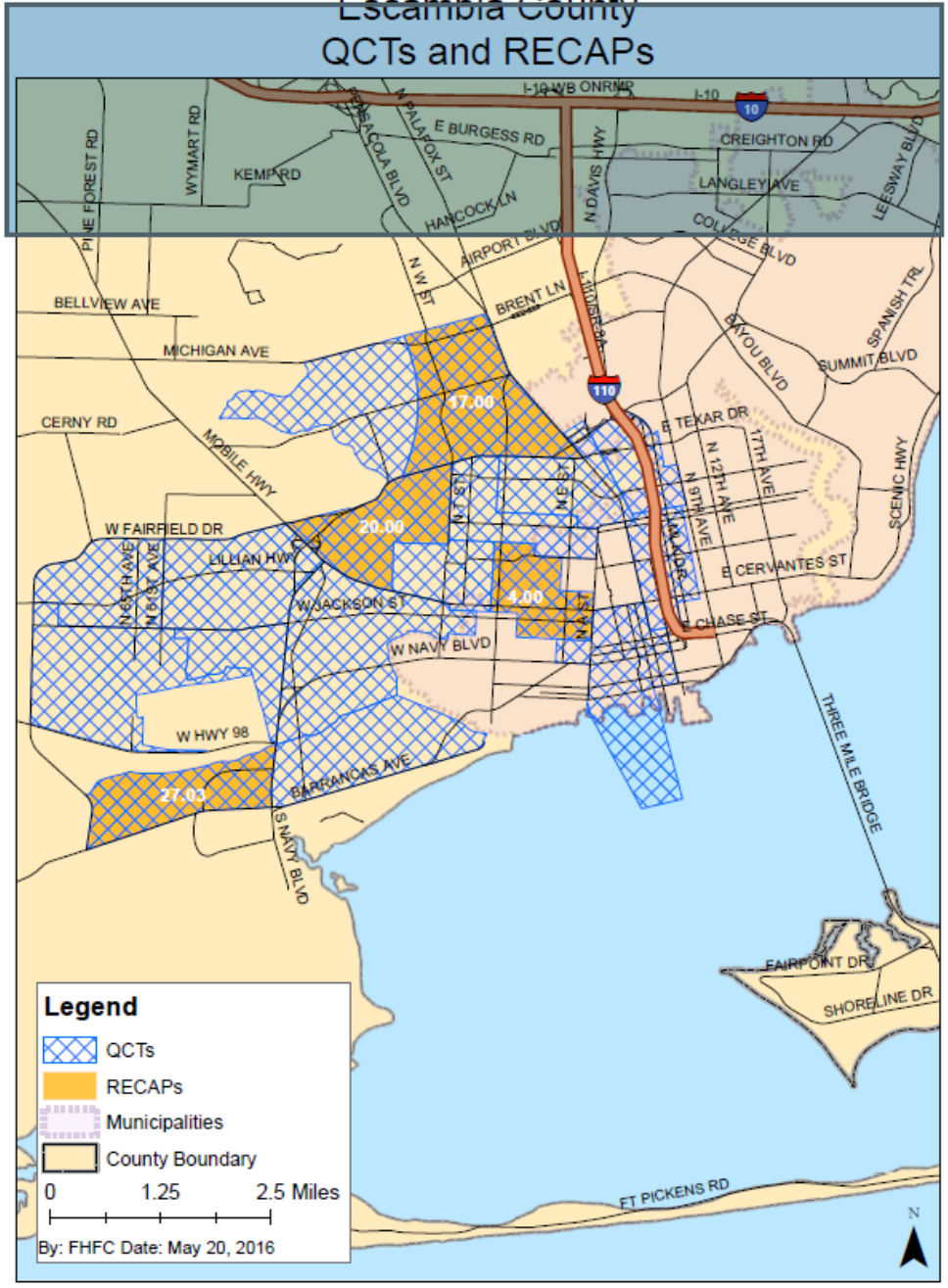
- **Income Set Asides:** Each development is required by the IRS to have minimum percentages of units set aside for low or very low income residents—at least 20 percent of the units must be set aside for households earning 50% or less of the area median income [*Household of 1=$20,900]* OR at least 40% of the units must be set aside for households earning 60% or less of the area median income [*Household of 1=$25,080*]. All tenants must have some income to lease units. Generally FHFC requires higher set asides.
- **Amenities:** Each family development is required to provide at least 3 of the following 5 program offerings at no cost to residents: After School Programs, Literacy Training, Employment Assistance, Financial Management training, or Family Support Coordinator. Each elderly development is required to provide at least 3 of the following 5 programs: Literacy Training, Computer Training, Assistance with daily activities, Resident Assurance Check-in, or Assistance with light housekeeping, laundry or grocery

HOUSING TAX CREDIT REQUIREMENTS:

- **Monitoring:** These properties (if funded after undergoing rigorous underwriting) are monitored by Florida Housing Finance Corporation annually for occupancy and rent as well as for physical condition. Furthermore, the investors in these properties monitor annually (sometimes quarterly depending on the development). Developers not providing income set asides or amenities as promised can be penalized financially by IRS/FHFC.
- **Green Building Components** are required by FHFC
- **Other Scoring Items** on FHFC application in additional to Local Government Contribution: Proximity to Public Transportation, Grocery Store, and Public Schools for family development or Pharmacy for elderly development

PROPOSED MINIMUM APPLICATION THRESHOLDS for ESCAMBIA COUNTY APPLICANTS:

1. Preliminary Site Plan and Elevation
2. FHFC Ability to Proceed Forms (6)
   - Verification of Availability of Infrastructure-Roads
   - Verification of Availability of Infrastructure-Water
   - Verification of Availability of Infrastructure-Sewer Capacity, Package Treatment or Septic Tank
   - Verification of Availability of Infrastructure-Electricity
   - Local Government Verification that Development is Consistent with Zoning and Land Use Regulations
   - Local Government Verification of Status of Site Plan Approval for Multi-Family Developments OR Verification of Status of Plat Approval for Residential Rental Developments
3. Not located in a FEMA mapped Special Flood Hazard Area
4. Not located in a "Racially and Ethnically Concentrated Area of Poverty" (RECAP area)—Census Tracts 4, 17, 20, and 27.03



This map shows those census tracts which have been designated by the US Department of Housing and Urban Development as Qualified Census Tracts under Section 42 of the Internal Revenue Code. In addition, this map shows areas that are characterized by both disproportionate minority concentration and high poverty (Racially/Ethnically Concentrated Areas of Poverty) according to data derived from the three most recent 5yr averages of the American Community Survey (2012, 2013, and 2014).

PROPOSED MINIMUM APPLICATION THRESHOLDS for ESCAMBIA COUNTY APPLICANTS:

5. Completion of Application Form to include the following info:

- Name of Development
- Address
- Number of Units
- Development Type (Elderly, Family, Special Needs, etc)
- Construction Type
- Unit Mix (BR sizes)
- Services to be Offered
- Development Team info
- Property Management Team info
- Income Set Asides
- Evidence of Site Control (Deed, Lease, or Sales Contract)
- Project Proforma

PROPOSED MINIMUM APPLICATION THRESHOLDS for ESCAMBIA COUNTY APPLICANTS:

6. Developer or its principals may not be debarred from federal projects or from FHFC projects. Developer may not be on FHFC's non-compliance listing.
7. Submission of Pre-Application Review from Development Services with written comments *(*must have comparable from City of Pensacola if located in City limits)*
8. Evidence of Community Outreach

- Evidence of notification in the forms of letters/postcards to residents within 2500 feet of the proposed project
- Agendas, minutes, sign-in sheets (sign-in sheet should indicate proposed project) from community meeting(s) with area residents

Developers must submit all of the above by deadline for consideration

PROPOSED SCORING CRITERIA for ESCAMBIA COUNTY APPLICANTS:

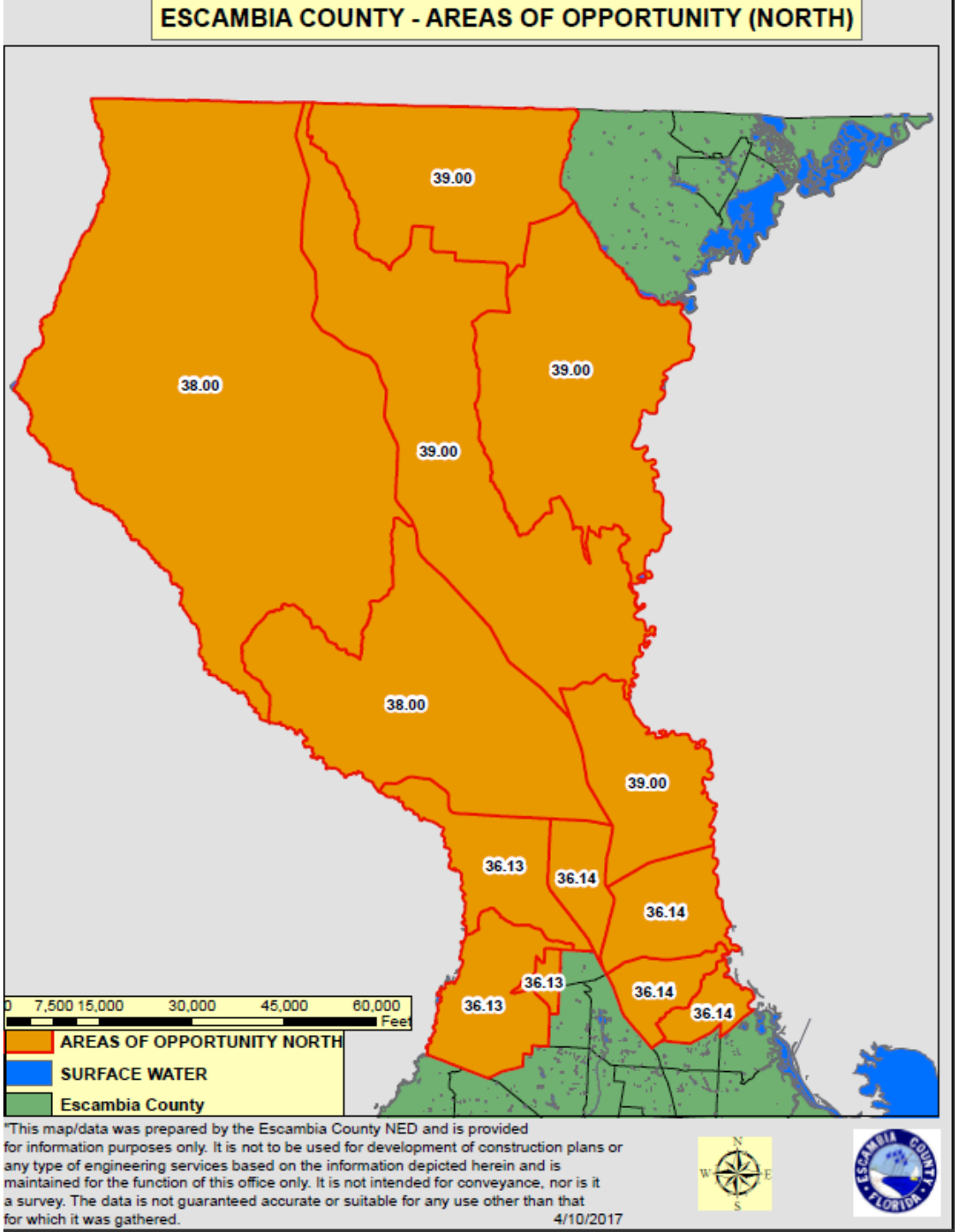
1. Developer Experience: Developer to provide listings of any properties developed/owned in Escambia/Santa Rosa Counties and proof of at least 5 years' experience
2. Property Management Team Experience: Developer to provide listings of properties managed by proposed property manager in Escambia/Santa Rosa County and proof of experience
3. Design Aesthetics: Developer to provide narrative regarding how the proposed project will fit in the neighborhood, why the design is appropriate for neighborhood, and/or how community involvement will help guide the design process

PROPOSED SCORING CRITERIA for ESCAMBIA COUNTY APPLICANTS:

4. Resident Programs Offered: Consideration for programs offered in excess of required minimums from FHFC
5. Local Contractors: Developer proposes using local contractors, architects, designers, engineers, professional services,
6. Local Partnerships: Developer demonstrates a Partnership with local agencies to provide specific service delivery related to the Project
7. Evidence of Community Support: Developer provides minutes of meetings and/or letters of support from local neighborhood groups regarding the development

PROPOSED SCORING CRITERIA for ESCAMBIA COUNTY APPLICANTS:

8. Target Areas: Project located within a County or City CRA OR census tract identified as an "Area of Opportunity". Areas of Opportunity have the following traits: C/T median income greater than 40th percentile of all C/Ts within the County; educational attainment above the median of all tracts in the County, measured as the proportion of adults over 25 who have completed some college; and tract employment rate greater than the statewide employment rate
9. Financial Capacity: Developer's proforma to indicate sources and uses for permanent financing *(*consider use of an outside consultant to perform review of financial viability—approximate $2500 fee per development)*


ESCAMBIA COUNTY - AREAS OF OPPORTUNITY (NORTH)
39.00
38.00
39.00
39.00
38.00
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Feet
AREAS OF OPPORTUNITY NORTH
SURFACE WATER
Escambia County
*This map/data was prepared by the Escambia County NED and is provided for information purposes only. It is not to be used for development of construction plans or any type of engineering services based on the information depicted herein and is maintained for the function of this office only. It is not intended for conveyance, nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.
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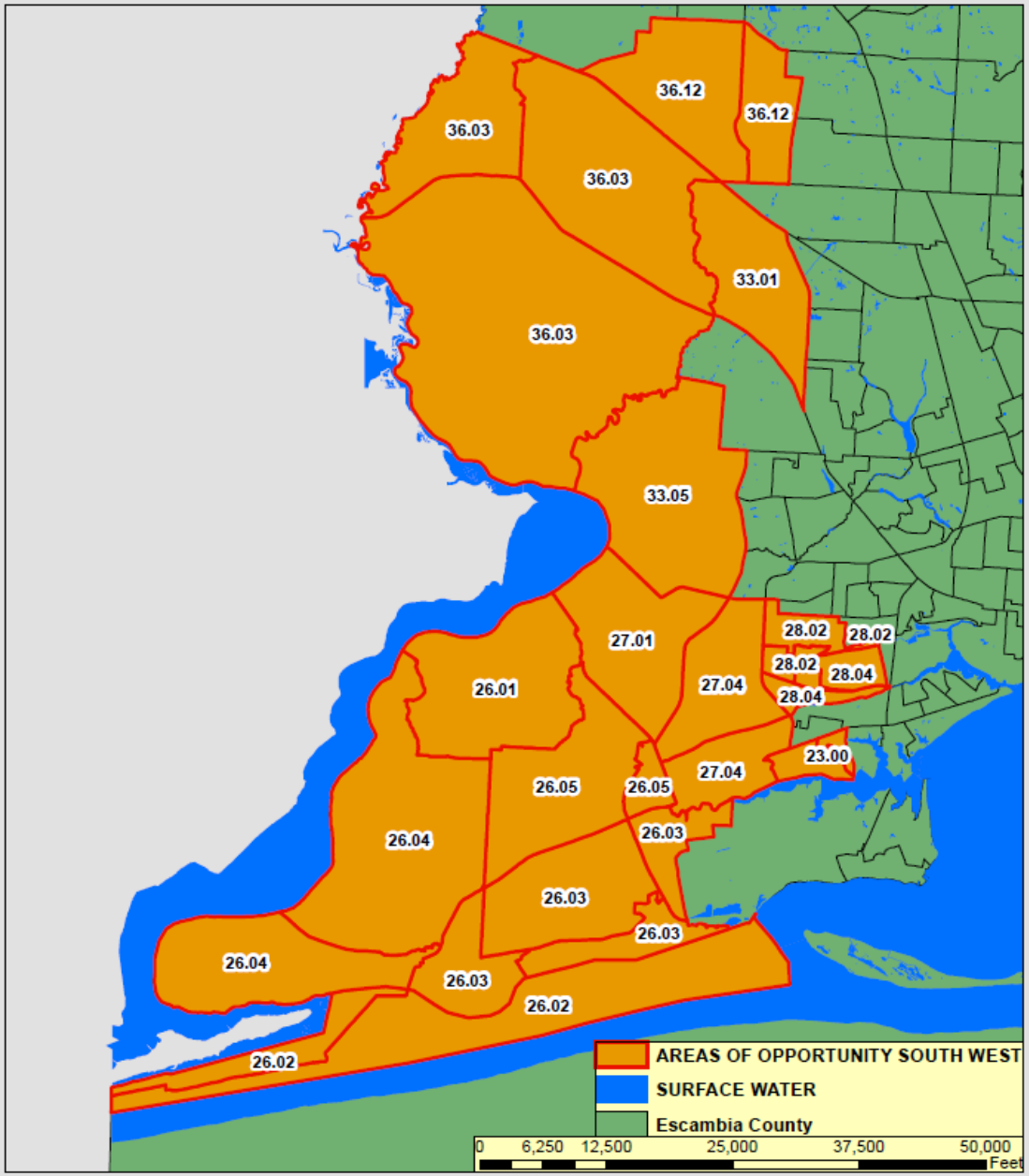
ESCAMBIA COUNTY FLORIDA

ESCAMBIA COUNTY - AREAS OF OPPORTUNITY (SOUTH WEST)



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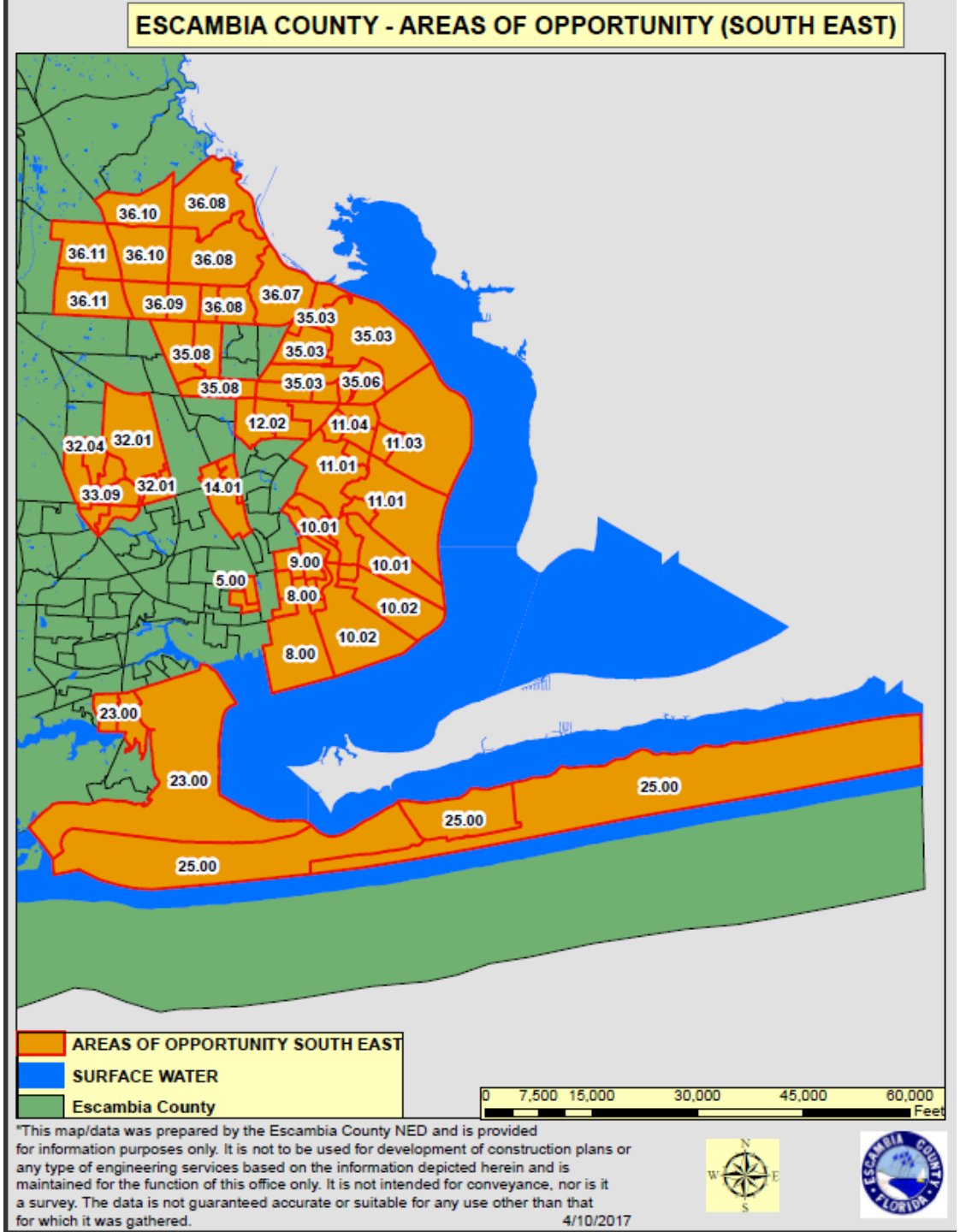
ESCAMBIA COUNTY - AREAS OF OPPORTUNITY (SOUTH EAST)
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AREAS OF OPPORTUNITY SOUTH EAST
SURFACE WATER
Escambia County
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*This map/data was prepared by the Escambia County NED and is provided for information purposes only. It is not to be used for development of construction plans or any type of engineering services based on the information depicted herein and is maintained for the function of this office only. It is not intended for conveyance, nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.
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ESCAMBIA COUNTY FLORIDA

PROPOSED SCORING CRITERIA for ESCAMBIA COUNTY APPLICANTS:

10. Local Community Benefits: Availability of programs or amenities for surrounding area; creation of retail space within a development; provision of shared parking facilities or drainage; provision of space for operation of social services
11. Ability to Proceed: Based on review from Dev. Svs, ability of development to proceed—site has NO hindrances, i.e., parking, drainage, etc.

PROPOSED SCORING:

CRITERIA	POINTS
Developer Experience	20
Property Management Experience	10
Design Compatibility	15
Resident Program Offerings	5
Local Contractors	5
Local Partnerships	5
Community Support	10
Target Areas	5
Financial Capacity	15
Local Community Benefits	10
Ability to Proceed	5
MAX TOTAL	**105**

PROPOSED SCORING:

- Proposed development must have minimum of 80 points to receive Local Government Contribution form
- Suggest provision of additional funding support for developments exceeding minimum

BOARD DIRECTION

1. Approval or Modification of Minimum Threshold Requirements
2. Approval or Modification of Scoring Requirements
3. Direction as to whether to have an outside agency review each development's financial feasibility
4. Direction regarding proposed developments within the City of Pensacola limits
5. Direction regarding who is to review applications

Committee of the Whole **8.**

Meeting Date: 04/13/2017

Issue: Sign Ordinance

From: Horace Jones, Director

Information

Recommendation:

Sign Ordinance
(Horace Jones - 30 min)
A. Board Discussion
B. Board Direction

Attachments

Summary
Sign Matrix Residential Lots
Sign Matrix - Non Residential Lots

Summary of Proposed Revisions to LDC Sign Regulations

Revisions to the sign provisions of the LDC began as part of the overall code replacement, but the schedule for that adoption did not allow adequate involvement of the local sign industry, the Santa Rosa Island Authority, Code Enforcement, and other interested parties.

Even before the 2015 finding of the U.S. Supreme Court in Reed vs. Town of Gilbert, Arizona it was recognized that county sign regulations were not sufficiently content or viewpoint neutral. A central purpose of the revisions is to respond to the increasing legal scrutiny of sign regulation. As a general rule, regulation is suspect if a sign has to be read to determine if the regulation applies to it.

The sign ordinance attempts to address neutrality and as many other known deficiencies with current provisions as is practical. It is primarily a replacement of Article 8 in LDC Chapter 5. Important changes within proposed provisions include:

- Signs defined by message (e.g., “real estate,” “off premises,” and “political” signs) and other content-based provisions are removed.
- On-premises and off-premises signs are functionally redefined as accessory and non-accessory structures respectively.
- A general exemption allocates a functional amount of signage to every lot for temporary or permanent signs, regardless of other signs on the lot.
- Signs that cannot be viewed from public rights-of-way are exempt from sign permits.
- Permits are only required for larger forms of temporary signs.
- The allocation of available wall sign area is separated from freestanding sign area.
- Two technical criteria are included to evaluate the need for sign variances.
- Some allowances are made for the value remaining in sign structures of nonconforming height.
- Sign industry model code provisions and other recommendations are incorporated.
- Definitions are provided more directly within the context of the article and reduced to those essential to the regulations.

Outdoor Signs on Residential Property

This table is a **summary** of LDC regulations applicable to signs placed on the lot of an authorized residential use or development, or on a lot that is residentially zoned. This summary is **not a substitute for the actual regulations**. Signs that do not require sign permits for their display are identified here as **exempt**. All signs identified as **non-exempt** require sign permits.

SIGNS by TYPE and EXEMPTION		SIGN LIMITS by ZONING DISTRICT					
		Mainland			Perdido Key		Pensacola Beach
		Residential, Recreation & Conservation RR, LDR, MDR, HDR, Rec, Con	**Agricultural & Mixed-use** Agr, RMU, LDMU, HDMU	**Commercial & Industrial** Com, HC/LI, Ind, Public	**Residential & Recreation** LDR-PK, MDR-PK, HDR-PK	**Commercial** Com-PK, CC-PK, CG-PK, PR-PK	All Pensacola Beach districts
Non-exempt	**Permanent on-premises signs** Sec. 5-8.8	**Accessory to authorized residential subdivision or multi-family development: max. 2 freestanding signs at entrance, each max. 32 sq.ft. area & 6 ft. height. Multi-family may substitute 1 freestanding for 1 wall sign of same area. Changeable message allowed for portion of authorized sign area.**					**Same as other districts for residential subdivisions. Multi-family same as for non-residential.**
	Balloon & air-activated signs Sec. 5-8.7(1)	**Accessory to authorized residential use, for holiday or special event & in excess of exemptions: max. 35 ft. height & min. setback = height; max. 14-day period, once per year.**					**None allowed**
	Banners Sec. 5-8.7(2)	**Accessory to authorized multi-family use, in excess of exemptions: One banner, max. 60 sq.ft. area & 30 days per permit; max. 2 permits per year. Greater area and time allowed for temporary cover of previous permanent sign.**					**Min. 10-day prior application for approval by SRIA & max. 30-day permit; area & quantity per SRIA policies.**
	Flags Sec. 5-8.7(3)	**None in excess of exemptions.**					**Temporarily allowed under same conditions as banners.**
Exempt	**General sign exemption** Sec. 5-8.6(1)	**Any signs not within view from public rights-of-way.**					
	General lot exemption Sec. 5-8.6(2)	**Each lot: max. 2 freestanding signs, each max. 6 sq.ft. area & 6 ft. height; AND max. 3 wall signs, each max. 2 sq.ft. area. Excluding all changeable message signs except manually rewritable.**					**Same as other districts, except max. one freestanding sign.**
	Balloon & air-activated signs Sec. 5-8.6(3)b	**Accessory to authorized residential use: all a max. 10 ft. height & 60 days.**					**None allowed**
	Flags Sec. 5-8.6(3)j	**Accessory to authorized residential use: in proportion to flagpole, max. 2 per lot; max. 25 ft. pole height in residential districts. Additional allowances for multi-family.**					**Same as other districts, except no additional flags for multi-family.**
	Vehicle & trailer signs Sec. 5-8.6(3)q	**EITHER accessory to authorized residential use & max. 6 sq.ft. per vehicle side, OR vehicle in active service of commercial or nonprofit enterprise.**					
	Other exempt signs Sec. 5-8.6(3)	**Per specific conditions listed in referenced section.**					

DRAFT

Last revised 12-29-16

Outdoor Signs on Non-residential Property

This table is a **summary** of LDC regulations applicable to signs placed on the lot of an authorized non-residential use or development, or on a lot that is not residentially zoned. This summary is **not a substitute for the actual regulations**. Signs that do not require sign permits for their display are identified here as **exempt**. All **non-exempt** signs require sign permits.

SIGNS by TYPE and EXEMPTION		SIGN LIMITS by ZONING DISTRICT					
		Mainland			Perdido Key		Pensacola Beach
		Residential, Recreation & Conservation RR, LDR, MDR, HDR, Rec, Con	**Agricultural & Mixed-use** Agr, RMU, LDMU, HDMU	**Commercial, Industrial & Public** Com, HC/LI, Ind, Public	**Residential & Recreation** LDR-PK, MDR-PK, HDR-PK	**Commercial** Com-PK, CC-PK, CG-PK, PR-PK	All Pensacola Beach Districts
Non-exempt	**On-premises permanent signs** Sec. 5-8.8 **Changeable message limited by type for varying proportions of authorized sign area.**	**EITHER** **One freestanding sign, max. 32 sq.ft. area & 6 ft. height** **OR** **Max. 2.00 sq.ft. of wall sign area per ft. of building frontage (min. 20 sq.ft. per tenant).**	**Agr, RMU & LDMU same as mainland Residential districts.** **HDMU same as mainland Commercial & Industrial districts.** **Increased sign area & height for higher street classification.** **Commercial subdivisions same as residential.**	**One freestanding sign structure per street frontage: max. area 1.0 sq.ft. per ft. of lot frontage; area & height limits also per street classification & parcel area. Additional structures with additional acreage.** **AND** **Max. 2.25 sq.ft. of wall sign area per ft. of building frontage, but min. 20 sq.ft. per tenant. Increased area for higher street classification & distance from street.** **Commercial subdivisions same as residential.**	**Same as mainland Residential districts.**	**Freestanding signage same as mainland Commercial & Industrial districts, but only 50% of sign area & max. 100 sq.ft. area for any one sign structure.** **AND** **Wall signage same as mainland Commercial & Industrial districts.**	**One freestanding sign per master lease or multi-tenant development: max. 65 sq.ft. area per structure; max. 14 ft. top height & min. 6 ft. bottom height. Increased max. top height with distance from street.** **AND** **Max. wall sign area 10% of building wall surface facing addressed street, or 15% if building fronts more than 1 street. Max. individual sign 200 sq.ft. area & max. 16 sq.ft. per tenant of multi-tenant building.** **Additional limits on portable signs, sign colors & placement.**
	Off-premises permanent signs (billboards) Sec. 5-8.9	**None allowed**	**Quantity limited to number authorized as of 12-12-01; area and height limits per street classification; min. 1000 ft. separation. Prohibited within 100 ft. of any Residential district, within any prior Gateway district (GBD, GMD, GID), or near designated scenic roadways.**		**None allowed**	**None allowed**	**None allowed**

Last revised 12-29-16

DRAFT

SIGNS by TYPE and EXEMPTION		SIGN LIMITS by ZONING DISTRICT					
		Mainland			Perdido Key		Pensacola Beach
		Residential, Recreation & Conservation RR, LDR, MDR, HDR, Rec, Con	**Agricultural & Mixed-use** Agr, RMU, LDMU, HDMU	**Commercial, Industrial & Public** Com, HC/LI, Ind, Public	**Residential & Recreation** LDR-PK, MDR-PK, HDR-PK	**Commercial** Com-PK, CC-PK, CG-PK, PR-PK	All Pensacola Beach Districts
Non-exempt	**Projected image signs** Sec. 5-8.7(4)	**None allowed**	**Accessory to authorized non-residential use; max. 30 days.**		**None allowed**	**None allowed**	**None allowed**
	Balloon & air-activated signs Sec. 5-8.7(1)	**Accessory to authorized non-residential use, in excess of exemptions: max. 35 ft. height & min. setback = height; max. 14-day period, once per year.**					**None allowed**
	Banners Sec. 5-8.7(2)	**Accessory to authorized non-residential use, in excess of exemptions: One banner, max. 60 sq.ft. area & 30 days per permit; max. 2 permits per year. Greater area and time allowed for temporary cover of previous permanent sign.**					**Min. 10-day prior application to SRIA & max. 30-day permit; area & quantity per SRIA policies.**
	Flags Sec. 5-8.7(3)	**None in excess of exemptions.**					**Temporarily allowed under same conditions as banners.**
	Vehicle & trailer signs Sec. 5-8.7(5)	**Accessory to authorized non-residential use: max. 100 sq.ft. area & 10 ft. height; one per lot, max. 60 days.**					**None allowed**
Exempt	**General sign exemption** Sec. 5-8.6(1)	**Any signs not within view from public rights-of-way.**					
	General lot exemption Sec. 5-8.6(2)	**Each lot: max. 1 freestanding sign, max. 32 sq.ft. area & 10 ft. height; AND max. 3 wall signs, each max. 2 sq.ft. area. Additional freestanding signs with increasing street frontage. Portable signs only during hours of operation on same premises.**					**Same as other districts, except freestanding max. 12 sq.ft.**
	Balloon & air-activated signs Sec. 5-8.6(3)b	**Accessory to authorized non-residential use: all a max. 10 ft. height & 60 days.**					**None allowed**
	Banners Sec. 5-8.6(3)c	**Accessory to authorized non-residential use: max. 30 sq.ft. area; two per lot or one per tenant of multi-tenant building; max. 30 days.**					**None allowed**
	Flags Sec. 5-8.6(3)j	**Accessory to authorized non-residential use: in proportion to flagpole, max. 2 per lot. Additional "blade" flags and flagging.**					**In proportion to flagpole, max. 2 per lot.**
	Vehicle & trailer signs Sec. 5-8.6(3)q	**Accessory to authorized non-residential use & any of: max. 6 sq.ft. per vehicle side; OR vehicle in active commercial service; OR vehicle lawfully parked for commercial sale, lease, or rental; OR authorized mobile vending.**					
	Other exempt signs Sec. 5-8.6(3)	**Per specific conditions listed in referenced section.**					

DRAFT

Committee of the Whole **9.**

Meeting Date: 04/13/2017

Issue: Proposed Escambia County Library Services Enhancements

From: Todd Humble, Library Services Director

Information

Recommendation:

Proposed Escambia County Library Services Enhancements
(Todd Humble - 15 min)
A. Board Discussion
B. Board Direction

Attachments

Makerspot Background Brief
Library Express Vending
Laser Engraver Information
Library Card Quote
Google White Board
Urban Libraries
Commitment Letter
Florida Libraries
Library Reserves Budget Request
Leaders Library Card Challenge Report

MakerSpot

Background Brief:

The Maker Movement is a contemporary culture representing the technology-based extension of the Do-It-Yourself culture. Makerspaces are tool sharing community rooms that contain a combination of traditional hand tools, modern technologies, and social opportunities that enable people to become makers rather than simply consumers. By having a good mix of tools and technologies that meet the unique interests and needs of our community, we help insure our "MakerSpot" efforts will become cross-generational learning spaces that address the lost C's and other essential workplace skills.

The lost C's are skills the U.S. Department of Labor and others have documented as missing in many young adults that have entered the workplace in recent years and include Creativity, Critical Thinking, Collaboration, and Communication. The largest effort to address these issues has been the revitalization of hands-on STEM (Science, Technology, Engineering, and Mathematics) activities lead by the U.S. Department of Education.

Some schools (and libraries) are marketing the terms STEAM or STREAM to include the Arts or Reading into their STEM supporting efforts. Creativity through artistic variation of our STEM activities will be highly encouraged, but we will keep our reading initiatives as separate marketing for Escambia County Library Services (WFPL); thus enter the STEAM Librarians that will lead our MakerSpot technology training classes and certifications. WFPL has repurposed existing librarian positions into our STEAM Librarians at no additional labor related expenses, but we will need to allocate funds from our existing reserves to acquire the STEM technologies needed to succeed. Simple cost recovery fees (i.e., 3D printed objects XX cents per gram) will address consumables.

The West Florida Public Libraries Board of Governance (BOG) supports this STEAM initiative and allocation of reserve funds to get started on the right track.

Enhancing Library Services:

How can libraries strengthen their roles as community anchor institutions that enhance the vibrancy and sustainability of their communities? One of the leading trends in recent years is to add creative makerspaces in libraries. Most libraries have realized many of the craft activities and hobby clubs they have supported over the years are part of the maker movement. Many have realized that more advanced STEM engineering tools such as 3-D printers, robotics kits and laser cutters are very interesting to the public and can create a lot of interest and publicity for their library. A few have even embraced the "Community room with tools" model where a large variety and volume of physical tools are available all the time in a large creative space separated from our traditional library services; but there is still a problem with even the most progressive of these service models. How do you turn even the best experiences at a library makerspace into a lasting memory of success and personal growth? Are the projects we are choosing to lead inspiring our communities to meet a challenge? All those active in the maker movement have seen simple 3-D printed prosthetic hands completed at library makerspaces; but have any then pushed the envelope to enter into the open bionic prosthetics movement? Those of us with the proper support, experience, and determination must push the self-expectations of our community members higher. By creating unique challenges with real-world skill application, we can turn our creative learning spaces from a place where we learn a skill because "we might need it", into the place where problems are solved, and confidence in personal capabilities in STEM fields is achieved.

This amendment will not change the total amount in Library Fund (113), but does allocate library reserves to the current Fiscal Year budget. This allocation will allow us to have a starting makerspace established within the Pensacola Library on Spring Street with portability kept in mind for outreach events to other locations. The laser cutter will require permission from the City of Pensacola to install the required vent to the outside.

Lego kits and Cubelet robotics will be available at Pensacola Library, Southwest Branch Library, Westside Branch Library, Molino Library, Century Library, and Tryon Branch Library locations. Tools / kits will be offered in a controlled space with proper age appropriate waivers for participants to sign to comply with Escambia County Risk Management requirements.

Phase One:

Items under $1,000

Operating Supplies	113/110501	55201	$45,000

Cubelets Robotics (~$13k=$1.5k x 6 branches, plus $4k classroom pack), Lego Mindstorm Robotics (~$20K classroom pack), Lego Bricks/kits (~$12K=$2k x 6 branches)

Operating Supplies	113/110501	55201	$25,000

Sparki Arduino based robot (~$3k=$150x20), ESD Workbenches (Electrostatic Discharge surfaces safer for electronics)(~$10.2K=$850x12), Electronic workbench tools ($3.8k=bench power supply, oscilloscope, soldering irons, etc.), Misc. Electronics kits, micro-controllers, supplies, and 3D printing consumables ($8k with cost recovery by weight for 3D printed items),

Items over $1,000

Machinery & Equipment	113/110503	56401	$63,000

Engineering Grade High speed 3D Printers (~$15K), Desktop CNC mill (~$5k), Engineering grade Laser Cutter with powered ventilation (~$15K)

Engineering grade CAD Dell Laptops and mobile locking classroom cart (~$25K) and HD Classroom projector ($3k) (would prefer UHD 4K resolution, but costs are three times higher)

http://arcbotics.com/products/sparki/ ← Sparki Robot (age 8 to adult)

https://www.youtube.com/watch?v=4EDsLayRKQA ← Cubelets Robotics Demo Video (age 2 to adult)

https://youtu.be/984FlbKWTbA ← Epilog Laser Cutter (creativity of STEM projects become unbound)

https://youtu.be/8qwdn0et1iU ← Othermill Pro (small high quality CNC machine)

https://youtu.be/ZaTuFB5QXHo?t=4m36s ← How to introduce youth to an Oscilloscope (with music)

https://youtu.be/wLupj65qJHg?t=27s ← Lego Mindstorms (Lego more support vs. VEX better robotics)

Total Request to move from library reserves for Brownsville Library features starting point: $115,000.00

$76,000 RFID Vending of disc based materials (movies and music) with 1,000 items collection

$22,000 3M Smart Locker for print materials delivery available all hours of the community center

$14,000 Sensory Learning themed pieces to create youth space for library storytime events

$ 3,000 Branding / Wrap / Signage

Total Request to move from library reserves for Marie K. Young Library materials delivery starting point: $25,000.00

$22,000 3M Smart Locker for print materials delivery available all hours of the community center

$ 3,000 Branding / Wrap / Signage

Total Request to move from library reserves for Pensacola Library RFID Disc Vending: $85,000.00

$85,000 RFID Vending of 1,500+ disc-based materials (eliminate theft risk and increase self-service)

Total Request to move from library reserves for Tryon Branch Library RFID Disc Vending: $85,000.00

$85,000 RFID Vending of 1,500+ disc-based materials (eliminate theft risk and increase self-service)

Total Request to move from library reserves for Southwest Branch Library RFID Disc Vending: $85,000.00

$85,000 RFID Vending of 1,500+ disc-based materials (eliminate theft risk and increase self-service)

3M Bibliotecha SmartLockers would allow patrons to request items to be delivered and can even return them to this modular system. A three tower wide starting system that provides catalog searching, materials pickup, and return costs $22,000 delivered and installed. Our courier could place requested items into the lockers and leave in just minutes.

A demonstration video where a library system integrated these materials lockers into a local fire hall public space: https://www.youtube.com/watch?v=4fwNHrXF1Xk

A Youth Storytime and exploration Learning Space:

Bright Large colorful learning themed rugs can help provide structure during storytime events and provide play opportunities. Budget $1,500.00 for rugs.

Sensory Wall Panels come in traditional durable birch, but also there are modern heat sensitive panels, colorful marble panels, bubble tubes, and electronic touch screen memory building activities available as well. Smaller wooden activity pieces start at $100 and more elaborate pieces going to over $1,000 per panel.

A variety of complimentary themed items to address developing fine motor skills, encourage exploration, and provide high interest tactical experiences will be selected (Budget $12,500 to insure several elaborate pieces that create a wow experience destination are present).

Existing library youth staff will do outreach events to the Brownsville Community Center from the Spring Street location.

RFID Disc based vending by PIK Inc. (Public Information Kiosk). These units are similar to redbox, but allow patrons to place holds on their phones or through internet browsers so their desired movie will be waiting for them when they arrive later in the day. They are modular for future expansion. Singlewide starter is $53,000. or a doublewide unit is $85,000.

The unit restocks itself as patrons return movies. Fully stocker each unit holds 750 items (typical 30% out in circulation means about 1,000 titles could be a starting collection). 1,000 dvds @ $23 each would be a $23,000 materials budget to fully stock a single wide starter.

The live patron online interface in Ames Iowa of one of these units.

http://mediabox.amespl.org/standard/browse.php

Budget: $76,000 for single wide vending unit and 1,000 titles to stock it.

(or 1,500 items capacity with 2,000 disc inventory $131k)

Changing Bookmobile Service to an Outreach Service and Express Library inventory delivery service.

None of the locker systems currently on the market are weatherproof to survive outdoor conditions. If placed outside they must be installed with bus stop like covers, but this then increases the installation cost significantly and some models still cannot take the heat. 3M Bibliotecha is in the design phase of a weatherized version of their smart lockers that will be ready later this year. The goal of changing all community centers in Escambia County into Library Express service sites is realistic, but until the weatherized version of the lockers is available we can only provide a few centers with this service at a reasonable cost. The two locker systems proposed above will get our feet wet and we expect it to show a significant improvement over the outdated effort of spending a few hours during the day at various locations. It is our intention to stop the current Bookmobile route and change the hours to a courier driver to stock machines and begin Outreach to Senior Centers or other community partners (lunch time at Navy Federal?). A more detailed version of this service change will be presented in the coming months as we have expressed interest to 3M to be a beta test site for their new weatherized smartlockers, if the terms are agreeable. Agreements with area community partners will be explored for ability to leave collections with a central person responsible for outreach collections that can be rotated from site to site each month. Also it may be possible to do a public / private partnership to sponsor a smartlocker system for their residents. Our goal is to expand library resource availability by reducing the time needed at each location to deliver desired items.

Fully Automated Library Branches: $150,000

There are very few self-restocking machines on the market, but they do exist. Self restocking book vending machines are $100,000 if indoor rated verses $125,000 for outdoor rated machines with a capacity of around 400 items. A cement slab, 220 volt power, and an Internet connection are also required with an awning recommended for upto an additional $25,000 in installation related expense for outdoor remote installations. These would still need stocked as with their lower capacity and 24 hour access they are expected to need inventory faster than patrons will return items each week.

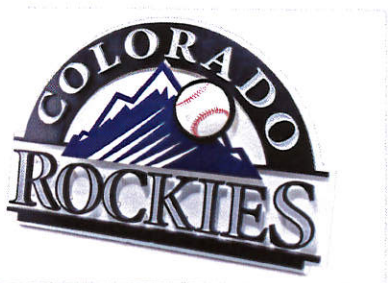
https://www.youtube.com/watch?v=VGvCRqA2Fxc ← Envisionware's Remote 24/7 unit

https://www.youtube.com/watch?v=rpruPRC5O_o ← Leonardo 24/7 with restocking

https://www.youtube.com/watch?v=ivIO8U7VITM ← D-Tech Vendit 24/7 with restocking

WHAT CAN I ENGRAVE WITH A LASER?

Acrylic, wood, rubber, stone, leather, fabric, glass and many more materials can be engraved with the laser. Epilog's CO_2 laser systems provide a wide variety of opportunities. Below are just a few items you can customize for profit. So really, a more appropriate question might be "what can't you engrave?"



What products can you engrave?

Architectural Models	Awards
Corporate Gifts	Custom Cabinets
Desk Sets and Accessories	Decorative Tiles
Electronic Gadgets	Furniture
Glassware	Gunstocks
Key Chains	Laptop Covers
Mobile Phones	MP3 Players
Nameplates	Name Badges
Notary Seals	Picture Frames
Photo Albums	Plastic Signage
Promotional Items	Rubber Stamps
Sporting Goods	Toys
Wine Bottles	Wood Signage

What materials can you use for all those engraving ideas?

Acrylic	Anodized aluminum
Bamboo	Ceramic
Corian	Fabric
Glass	Granite
Laserable plastic	Leather
Marble	Matte board
Onyx	Paper
Pressboard	Rubber
Slate	Stone
Tile	Wood

What industries/markets/occupations can benefit from laser engraving & cutting services?

Automobile dealerships	Assisted living communities
Architectural design firms	Human Resource Departments
Carpenters	Churches and other religious organizations
Clothing designers	Corporate gift suppliers
Community businesses	Event centers (stadiums, arenas, etc.)
Gift shops	Hospitals
Hotels	Home improvement operations
Home builders	Interior designers
Jewelers	Manufacturing plants
Non-profit organizations - zoos, libraries, recreational centers, etc.	Schools – all levels, academic, specialty, adult-education, etc.
Restaurants	Sporting good suppliers
Wedding coordinators	Bakeries and specialty food shops (yes, Epilog's laser engraving equipment is food safe!)

As you can see, there are several markets you can serve with a laser engraving business. The biggest challenge is honing in on the market that is most profitable for you. If you start your business with an expansive product line, you'll quickly learn what products and services are the most popular.

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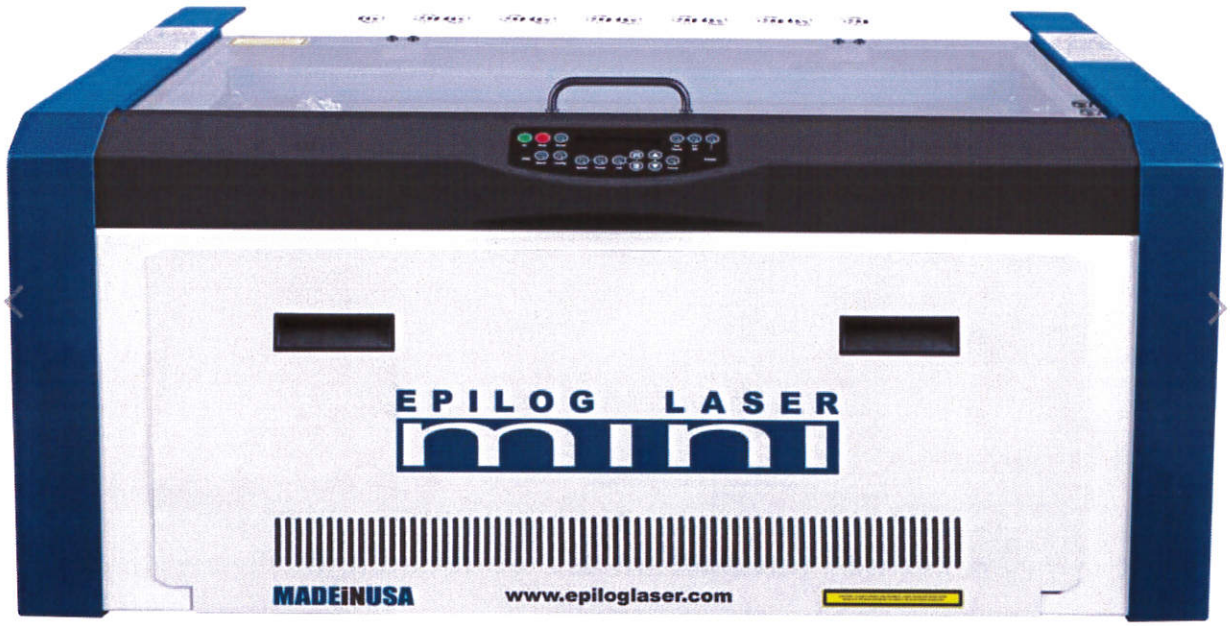
EPILOG LASER (/index.htm)

LANGUAGES & COUNTRIES

(+1) 303-277-1188 (TEL:303-277-1188)

Home (/index.htm) / Products (/products/product-line.htm) / Legend Laser Series (/made-in-usa.htm)



Move up to the Mini 24 for a larger 24" x 12" engraving area.

Epilog Legend Laser Series

The Legend Series features our top-of-the-line CO2 laser systems and is utilized by customers for the highest-quality engraving and cutting of wood, acrylics, plastics, stone, and much more.

Find out why the Legend Series - from our small format Epilog Mini 18 to our popular Helix Laser - is the number one choice for engravers worldwide with the highest quality motion control system and most features on the market.

And we're proud to say it is 100% designed, engineered and built in the USA!

Features Accessories Models Tech Specs Videos Materials FAQs Request

Epilog Legend Series Technical Specifications

	Epilog Mini 18	Epilog Mini 24	Epilog Helix 24
Engraving Area	18" x 12" (457 x 305 mm)	24" x 12" (610 x 305 mm)	24" x 18" (610 x 457 mm)
Maximum Material Thickness	4" (102 mm)	5.5" (140 mm)	8.5" (216 mm)
Maximum Material Thickness with Table Removed	6" (152 mm) 17.5" x 10" (44 x 254 mm) engraving area.	8" (203 mm) 23.5" x 11.75" (597 x 298 mm) engraving area.	11" (279 mm) 23.5" x 17" (597 x 432 mm) engraving area.
Laser Wattage	30 or 40 watts	30, 40, 50, or 60 watts	30, 40, 50, 60, or 75 watts
Laser Source	State-of-the-art, digitally controlled, air-cooled CO2 laser tubes are fully modular, permanently aligned and field replaceable.		
Intelligent Memory Capacity	Multiple file storage up to 64 MB. Rolling buffer allows files of any size to be engraved.		
Air Assist	Attach an air compressor to our included Air Assist to remove heat and combustible gases from the cutting surface by directing a constant stream of compressed air across the cutting surface.		
Laser Dashboard	The Laser Dashboard™ controls your Epilog Laser's settings from a wide range of software packages - from design programs to spreadsheet applications to CAD drawing packages.		
Red Dot Pointer	Since the laser beam is invisible, the Red Dot Pointer on Epilog's Zing Laser allows you to have a visual reference for locating where the laser will fire.		
Relocatable Home	When engraving items that are not easily placed at the top corner of the laser, you can set a new home position by hand with the convenient Movable Home Position feature on the Legend Series Lasers.		
Operating Modes	Optimized raster, vector or combined modes.		
Motion Control System	High-speed, continuous-loop, DC servo motors using linear and rotary encoder technology for precise positioning.		
X-Axis Bearings	Ground and polished stainless steel NeverWear Bearing System.		

	Epilog Mini 18	Epilog Mini 24	Epilog Helix 24
Belts	Advanced B-style Kevlar Belts.		
Resolution	User controlled from 75 to 1200 dpi.		
Speed and Power Control	Computer or manually control speed and power in 1% increments to 100%. Vector color mapping links speed, power and focus to any RGB color.		
Print Interface	10 Base-T Ethernet or USB Connection. Compatible with Windows® XP/Vista/7/8/10.		
Size (W x D x H)	27.8" x 26" x 13.5" (706 x 660 x 343 mm)	34.5" x 26" x 16" (876 x 660 x 406 mm)	36.5" x 32" x 39.8" (927 x 813 x 1011 mm)
Weight	70 lbs (32 kg) 100 lbs (45.5 kg) w/stand	90 lbs (41 kg) 120 lbs (55 kg) w/stand	180 lbs (82 kg)
Electrical Requirements	Auto-switching power supply accommodates 110 to 240 volts, 50 or 60 Hz, single phase, 15 amp AC.		
Maximum Table Weight	The Mini 18 and 24 have a static table weight of 50 lbs (22.7 kg) and a lifting table weight of 25 lbs (11.5 kg).		The Helix 24 has a static table weight of 70 lbs (32 kg) and a lifting table weight of 30 lbs (14 kg).
Normal Sound Level	59 db	59 db	62 db
Ventilation System	350 - 400 CFM (595-680 m3/hr) external exhaust to the outside or internal filtration system is required. There is one output port, 4" in diameter.		350 - 400 cfm (595-680 m3/hr) external exhaust to the outside or internal filtration system is required. There is one output port, 4" in diameter.

Get More Information

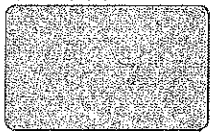
Quotation

Lucas Color Card
4900 N. Santa Fe
Oklahoma City, OK 73118
Tel: (405) 524-1811
Fax: (405) 524-3323

LUCAS COLOR CARD

Quote Prepared For	**West Florida Public Libraries**

Quote	4/10/2017
Quote#	11720502
Contact	Mike Blake
Terms	
PO#	

Item#	Description	Qty	Price	Ext. Price
CP1586	30 MIL CR80 W/ 1 SIDE MATTE **WFPL - Students** • 3.375" x 2.125" • Front art: 4-color process • Back art: black only • Simplex print variable data • 500/box (5000/master) • ZERO GAP	37,000	$0.0869	$3,215.30
CP1586 	30 MIL CR80 W/ 1 SIDE MATTE **WFPL - Students** • 3.375" x 2.125" • Front art: 4-color process • Back art: black only • Simplex print variable data • 500/box (5000/master)	8,000	$0.0669	$535.20

Tax:	**$0.00**
Freight charges may be applied after shipment(s)	
Total:	**$3,750.50**

This quote is an estimate only and expires in 30 days. Your final invoice may be different due to changes in order specifications and/or delivery options.

We reserve the right to ship and invoice plus or minus 5% of each quantity ordered, excluding items specifically designated as *ZERO-GAP* or *Exact Quantity.*

- Delivery schedule is set after Art and Data approval.
- Signed proofs and sale confirmation must be on file.
- Tax-exempt status requires a copy of your resale tax certificate.

Please call if you have any questions. It is our pleasure to serve you.

THE VERGE

CIRCUIT BREAKER \ MICROSOFT \ GOOGLE

16

Google's giant 4K digital whiteboard, Jamboard, will cost $4,999

Much cheaper than Microsoft's version

by Nick Statt | @nickstatt | Mar 9, 2017, 1:30pm EST

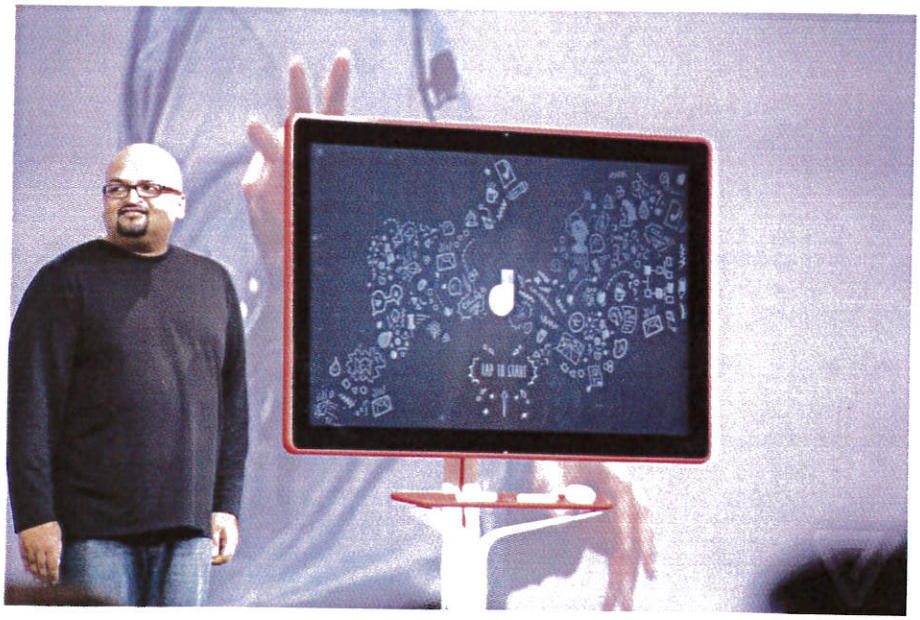


Photo: Google

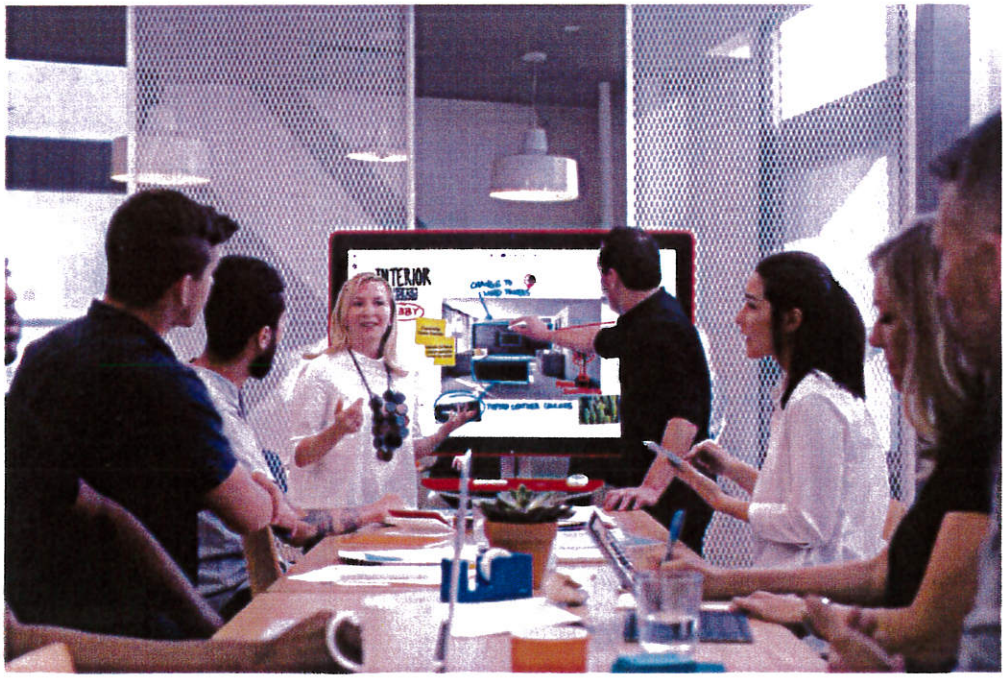
Google's Jamboard, a giant 4K digital whiteboard designed for workplace collaboration, is getting a price tag of $4,999 and a release date sometime this May. The details were revealed today as part of suite of new announcements from the Google Cloud Next conference. The Jamboard, which was first shown off back in October, is essentially Google's direct response to Microsoft's Surface Hub, which is also a 55-inch touchscreen you can draw and write on.

However, unlike the Jamboard, the Surface Hub started shipping last March for an eye-popping $8,999 — or $21,999 for the 84-inch version. That makes Google's new alternative more appealing for cost-conscious offices, even when you add in the $600 annual support fee. Beyond cost, however, the two devices don't differ that drastically.

The Surface Hub allowing for 100 simultaneous touch points over the Jamboard's 16, yet the Jamboard packs a 4K screen into its 55-inch model, while the Surface Hub reserves that resolution bump for its 84-inch version.

Both sync with each companies' respective enterprise app suite. But Jamboard does have the added benefit of Google search, Hangouts, and Cast capabilities, which some organizations may be more comfortable with compared with Microsoft's Bing and Miracast integrations for the Surface Hub. Here's a full spec rundown:

- 55-inch 4K UHD display
- 120 Hz touch scan rate / 60 Hz video refresh rate
- 16 simultaneous touch points
- Handwriting and shape recognition
- Built-in tilt support / Built-in wide-angle camera
- Down-firing speakers / Built-in microphones
- NFC
- HDMI 2.0, USB Type C, 2 X USB 3.0
- SPDIF audio out
- Wi-Fi 802.11ac 2x2 / 1 Gigabyte Ethernet
- Google Cast
- 2 x Fine tip passive stylus, Eraser, Microfiber cloth



Libraries Stand Tall
The Leaders Library Card Challenge
Edge
Summer Learning
Learning Labs

THE LEADERS LIBRARY CARD CHALLENGE

The Leaders Library Card Challenge is a national effort to ensure that every child enrolled in school has access to the valuable learning resources available at public libraries. Launched in 2015 by President Obama as part of his ConnectED Initiative, the Library Card Challenge grew out of a belief that more intentional collaboration among chief elected officials, school superintendents, and library directors could improve education outcomes for all students, begin to close achievement gaps, and create a framework for an integrated approach to education. Participation in the Challenge begins with a letter of commitment signed by the chief elected official, school superintendent, and library director.

Sixty communities participated in the first call to action and collectively issued new library cards to more than one million school children in less than one year of work. Many of those cards were first-time virtual cards giving students instant 24/7 access to library resource using their student IDs. A report on the work of the first 60 communities is available at: Stepping Up to the ConnectED Library Challenge: A Call to Action.

The Leaders Library Card Challenge is supported by the Institute of Museum and Library Services and is led by the Urban Libraries Council.

Alexandria, VA
Anchorage, AK
Baltimore, MD
Baltimore County, MD
Boston, MA
Brooklyn, NY
Charlotte-Mecklenburg, NC
Chattanooga, TN
Chicago, IL
Cincinnati-Hamilton County, OH
Cleveland, OH
Clinton and Macomb, MI
Columbus, OH
Cuyahoga County, OH
Denver, CO
District of Columbia
Durham County, NC
Fort Collins, CO
Fort Worth, TX
Grand Rapids, MI
Harris County, TX
Hartford, CT
Hennepin County, MN
Houstion, TX
Howard County, MD
Indianapolis, IN
Kansas City, MO
King County, WA
Lincoln, NE
Los Angeles, CA
Madison, WI
Marin County, CA
Memphis, TN
Milwaukee, WI
Montgomery, MD
Nashville, TN
New Haven, CT
New York, NY
Oakland, CA
Orange County, FL
Philadelphia, PA
Pierce County, WA
Pima County, AZ
Poudre River, CO
Prince George's County, MD
Pueblo City-County, CO
Ramsey County, MN
Richland, SC
Rochester, NY
Rochester Hills, MI
Saint Paul, MN
Salt Lake City, UT
San Antonio, TX
San Francisco, CA
Seattle, WA
Skokie, IL
Springfield City, MA
St. Louis County, MO
Stark County, OH
Toledo-Lucas County, OH
Tulsa, OK
Washington, DC

URBAN LIBRARIES COUNCIL

The Leaders Library Card Challenge
Commitment Letter

INSTITUTE of Museum and Library SERVICES

April 2017

Count us in! We are committed to working together as part of The Leaders Library Card Challenge to ensure that every K-12 student in *Escambia County, Florida* has a library card and knows how to use it to access the learning resources available at their public libraries.

We look forward to strengthening our partnership to widen access to essential learning resources, begin to close achievement gaps, and build a foundation for sustained collaboration to improve education outcomes for all students in our community.

Sincerely,

ESCAMBIA COUNTY FLORIDA

_____

Doug Underhill, Chairman of Board of County Commissioners, Escambia County Board of County Commissioners — date

THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

_____

Malcolm Thomas, Superintendent of Schools, Escambia County School District — date

_____

Todd J. Humble, Director of Library Services, Escambia County, Library Services Department, West Florida Public Libraries — date

As of April 6, 2017, sixty (60) communities in the United States have taken the Urban Libraries Council Challenge to issue every K-12 student a public library card. The attached report "Stepping up to the ConnectED Library Challenge" documents the efforts of these first 60 communities.

Orange County is currently the only nationally recognized Florida community to have met this challenge with Duval County known to be working towards this honor.

The deadline for the attached and required three-signature commitment letter is no later than April 28, 2017. There is no cost to receive this National recognition, just the simple commitment to work together for the betterment of our community.

To keep Escambia County's effort as a documentable Florida first, West Florida Public Libraries will issue physical library cards to all K-12 public school students. Another feature we will work towards thru a future MOU is that as new students enroll in Escambia County Public Schools each week the West Florida Public Libraries will issue these new enrollees a physical card as well. This initial implementation will utilize public record directory information.

The Jacksonville Public Library created the following rules for their student cards issued in partnership with Duvall County Public Schools. Duval County Public Schools has been sending specific grade levels to Jacksonville libraries as a fieldtrip as part of their commitment.

Student Card

All Duval County Public Schools (DCPS) students (Kindergarten through 12th Grade) will receive a student card account associated with their student ID through a partnership between JPL and DCPS. No physical card is issued with this type of account. The Student Card provides the following:

- Checkout limit of 3 books (includes print and audio)
- Access to all electronic and digital collections through the library's website
- May have a juvenile resident card in addition to the student card account
- No application and no parent/guardian signature required
- No fines or fees are assessed
- Account is activated for one school year and reactivated at the start of each school year for eligible students

Use of Library computers.

- Students may have a Juvenile Resident Card, in addition to the Student Card, following the standard application process.
- No application and no parent/guardian signature required on the Student Card.
- No fines or fees are assessed on the Student Card.
- Account is activated for one school year and reactivated at the start of each school year for eligible students

Orange County Library System created an online only Virtual Library Card as their student card:

- Card holder must be:
  - 17 years or younger
  - Resident of Orange County (*including* city of Winter Park and city of Maitland)
- Does not require parent/guardian signature

Escambia County Library Service Enhancements

Presented by Todd J. Humble, Director of Library Services

Reviewed and Authorized for request by the
West Florida Public Library Board of Governance

WFPL

West Florida Public Libraries ■ Serving Escambia County

The Leaders Library Card Challenge

To insure students always have access to our electronic resources, West Florida Public Libraries requests a new class of library card be created for the students of Escambia County Public Schools, Escambia County Homeschoolers, and other Escambia County K-12 educational institutions that wish to partner with us.

STUDENT CARD:

- Checkout limit to three (3) books (includes print and audio).
- No application and no parent/guardian signature required.
- No fines or fees are accessed.

- Student cards will be reactivated at the start of each school year for eligible students still in Escambia County schools.

- Students may also possess a juvenile resident card with parent/guardian signature for expanded materials access, but with our standard fines and fees structure.

The Leaders Library Card Challenge

As of April 6, 2017, sixty-two (62) communities in the United States have been recognized for accepting this unique challenge insuring all K-12 students have access to public library resources. Orange County is currently the only registered Florida effort, but we know Duval County is working with Jacksonville Public Library towards this recognition.

To receive national recognition by the Urban Libraries Council and the Institute of Museum and Library Services, the attached two paragraph "Commitment Letter" must be signed by no later than April 28, 2017. The commitment letter places no requirements on any of the parties beyond our willingness to collaborate and issue library cards to all K-12 students.

After several meetings between library staff and school district employees we have a plan that will allow us to get almost 40,000 new library cards into students hands in the coming weeks before the end of this current school year if this action is approved.

The Escambia County Public School Board will be meeting later today, April 13, 2017, at 3:00 PM and has expressed continued support for this new collaboration.

$5,000 requested from Library Reserves for Library Cards.

eRate Fiber Optic Broadband Update:

Internet Speed Increases and Children's Internet Protection Act (CIPA) compliant filtering

April 6, 2017: Pensacola Public Library updated to 500 Mbps
(previous connection speed was 50 Mbps)
(Insures Catalog distribution and CIPA filtering does not slow other sites)

March 28, 2017: Genealogy Branch Library updated to 100 Mbps
(previous connection speed was 20 Mbps)

Tryon Branch Library updated to 100 Mbps
(previous connection speed was 50 Mbps)

Westside Branch Library updated to 100 Mbps
(previous connection speed was 20 Mbps)

March 7, 2017: Southwest Branch Library updated to 100 Mbps
(previous connection speed was 10 Mbps)

Century Branch Library was updated to 100 Mbps last FY prior to our eRate Funding Commitment Letter.

Molino Library 100 Mb Broadband Install

The following will allow several miles of fiber optics to be installed to increase Internet access speed in District 5

$10,000 requested from Library Reserves for the Molino Branch Library Service Upgrade

Due to eRate Funding Commitment for this project, we will be able to request 80% of this cost to be reimbursed to our library reserves when the installation is completed prior to June 30, 2017. Final cost after eRate filings for reimbursement will be $2,000.

Library Drive-up Window Improvement

The following will allow our two library drive-up service locations to be safer and more ergonomically correct by replacing our simple windows that staff lean out with bank teller style safety glass and service tray.

$10,000 requested from Library Reserves for the Southwest Branch Library

$10,000 requested from Library Reserves for the Tryon Branch Library

Marie K. Young Library Express by WFPL

The following will allow the Marie K. Young Community Center to offer Library resource access all hours of the center

Smart Lockers for delivery of requested materials and eBooks service delivery

$25,000 requested from Library Reserves

Digital Library Assistant Inventory Device

The following will allow all full service libraries to utilize our RFID investment for faster and better inventory analysis

These devices help staff more quickly discover items that have been shelved incorrectly by a well intentioned citizen or child.

Being able to quickly find the desired materials is a good customer satisfaction measurement that these devices can assist us in maintaining. Six RFID inventory devices at $5,000 each.

$30,000 requested from Library Reserves

Media Box by WFPL

The following feature will eliminate theft risk and increase self service

Vending of Disc based materials (Movies and Music) (1,500 item capacity model)

$85,000 requested from Library Reserves for Pensacola Library

$85,000 requested from Library Reserves for Tryon Branch

$85,000 requested from Library Reserves for Southwest Branch

Sensory Learning Space

Brownsville Library Express Plus by WFPL

The following features will allow the Brownsville Community Center to offer Library resource access all hours of the center

Vending of Disc based materials (Movies and Music) with 1,000 items starting collection *(750 item capacity model)*

Smart Lockers for delivery of requested materials and eBooks service delivery

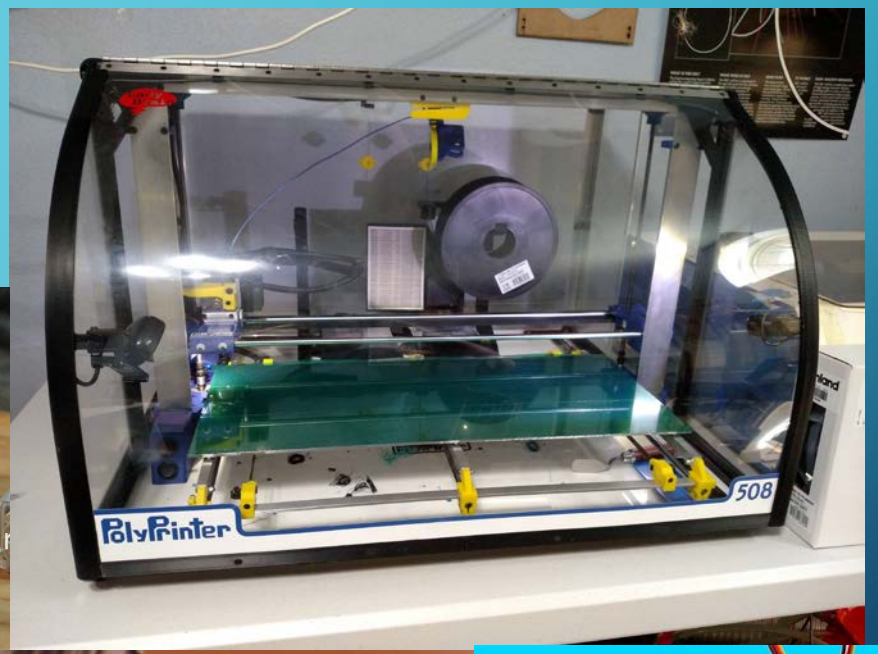
Sensory Learning space for Library Storytime events

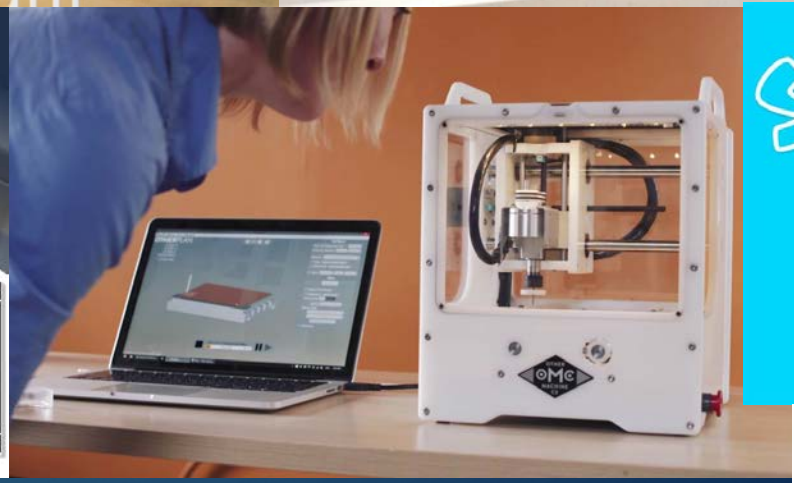
$115,000 requested from Library Reserves

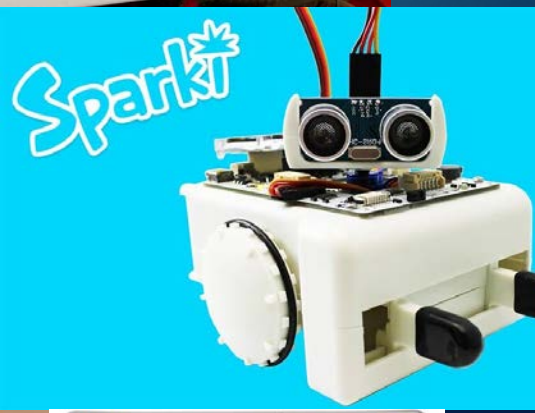
Creative Learning space for Cradle to Career STEAM

The following will allow for the starting development of a Library Makerspace and STEAM initiative

MakerSpot







$133,000 requested from Library Reserves

District One Library Express by WFPL

The following feature will allow District One Access to Library resource delivery via courier with 24/7 access

24/7/365 Access to Library Resources in an ATM grade outdoor rated vending unit

$150,000 requested from Library Reserves

These fully automated book delivery units typically only hold about 400 items, but have the flexibility to be placed anywhere we can install a cement pad, power, and internet access. Placement to be determined by District One.

If an indoor location with reasonable public access hours can be located a much higher capacity option could be put into place for the same allocation of library reserves funding.

District Five Library Express by WFPL

The following feature will allow District Five Access to Library resource delivery via courier with 24/7 access

24/7/365 Access to Library Resources in an ATM grade outdoor rated vending unit

$150,000 requested from Library Reserves

These fully automated book delivery units typically only hold about 400 items, but have the flexibility to be placed anywhere we can install a cement pad, power, and internet access. Placement to be determined by District 5.

If an indoor location with reasonable public access hours can be located a much higher capacity option could be put into place for the same allocation of library reserves funding.

Google Jamboard (Digital Cloud based Whiteboard)

These digital collaboration devices are to be released starting May 2017. After this successful test run we will propose deploying these county-wide to include Library and Library Express sites with appropriate space.

They provide 4K HD video resolution, screen sharing from devices onsite or offsite, natural whiteboard drawing experience (with fingertip erase and marker draw), and video conference capabilities.

The published price for these is $4,999 each for a 55 inch device with cart included.

There is an additional annual platform subscription fee of $600 (insuring that the device will have new apps and interfaces created to keep pace with new smartphones, tablets, and other devices released each year).

$15,000 requested from Library Reserves

Grand Total $908,000 from library reserves.

Questions?

WFPL

West Florida Public Libraries ■ Serving Escambia County

Stepping Up to the ConnectED Library Challenge:

A Call to Action

INSTITUTE of Museum and Library SERVICES

The ConnectED Library Challenge event at the White House featured several panels, including one with Michael B. Hancock, Mayor of Denver, CO; Isiah Leggett, County Executive, Montgomery County, MD; and Chris Coleman, Mayor of Saint Paul, MN. (Photo Credit: Gediyon Kifle)

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The delegation from Charlotte-Mecklenburg County discuss approaches for getting library cards into the hands of all school children at the Connect ED Library Challenge Event. Pictured: Dena Diorio, County Manager; Ann Clark, Superintendent of Schools; and Lee Keesler, Chief Executive Officer of the Charlotte-Mecklenburg Library. (Photo Credit: Gediyon Kifle)

LETTER FROM IMLS DIRECTOR DR. KATHRYN K. MATTHEW

I am pleased to share this report, Stepping Up to the ConnectED Library Challenge: A Call to Action. The report highlights the responses of communities across the nation to answer the White House's challenge to public librarians, superintendents, and public officials to collaborate so that every student has access to the many learning resources of their local library. The report outlines the conditions gleaned from these responses that point to indicators of successful partnerships and some of the many different forms these collaborations are taking. These examples can serve as models for jurisdictions nationwide.

The Library Challenge initiative highlights the real strides we have made as a country in focusing on libraries and their critical importance in a child's education.

I am grateful to the Obama Administration for launching the ConnectED initiative, which laid the groundwork for the Library Challenge progress. And I am especially thankful to the Urban Libraries Council, which took the lead in compiling this report, as well as the American Library Association, which has been an engaged and dedicated participant every step of the way.

I hope you read this report and are inspired to roll up your sleeves and join the efforts to deeply connect our public libraries, schools and communities. Continued collaboration will truly make a difference in the lives of our children.

Sincerely,

Kathryn K. Matthew

Dr. Kathryn K. Matthew
Director
Institute of Museum and Library Services

STEPPING UP TO THE CONNECTED LIBRARY CHALLENGE: A CALL TO ACTION

In April 2015, President Obama launched the ConnectED Library Challenge to ensure that all school children have access to the learning resources available in public libraries. Connecting children and youth to library resources, the President said, would "even things out between poor kids and rich kids," creating equal access to books, digital resources, expanded learning opportunities, and ultimately, brighter futures.

The ConnectED Library Challenge grew out of a belief that more intentional collaboration among chief elected officials, school superintendents, and library directors could improve education outcomes for all students, begin to close achievement gaps, and create a framework for an integrated approach to education.

Sixty communities answered the President's initial call to action and collectively issued new library cards to more than one million school children as a direct result of their work on the ConnectED Library Challenge. More importantly, these communities created or strengthened partnerships among elected officials, school superintendents, and library directors that provide a foundation for sustained collaboration around shared education goals.

The ConnectED Library Challenge is a way for communities throughout the country to create or strengthen partnerships so that every child enrolled in school can receive a library card. The initiative calls upon library directors to work with their mayors, school leaders, and school librarians, to provide wider access to the learning resources and books of America's libraries. In addition to partnerships that improve library card access, participating libraries will also commit to:

- Support student learning through programming that develops language, reading, and critical thinking
- Provide digital resources, such as eBooks and online collections of traditional media
- Provide broadband connectivity and wireless access within library facilities

With the library card as a starting point, the community teams found new ways to:

- Simplify student library card sign-up and activation processes
- Share data between school and library systems while working within student privacy guidelines
- Create children- and family-friendly policies to support access for all
- Address obstacles that keep some children from using library learning resources
- Connect students with digital resources that make libraries 24/7 learning places
- Embed the library into children's school learning experience beginning in kindergarten

In January 2016, mayors, county executives, school superintendents, and library leaders from 60 cities and counties met in Washington, D.C., for a convening hosted by the White House and with support of the Institute of Museum and Library Services and contributions of the Urban Libraries Council and the American Library Association. The "ConnectED Library Challenge: Answering the Call" convening was both a strategy session and a celebration of the community leaders who accepted the President's challenge.

This report highlights the lessons and experiences of the representatives at the White House ConnectED Convening and from some of the original 60 ConnectED Library Challenge communities. Their work is helping to ensure that the public library is, and continues to be, an integral part of every K-12 student's learning experience.

At the moment that we persuade a child, any child to cross that magic threshold into a library, we change their lives forever, for the better.

– President Barack Obama

PARTNERSHIPS FOR AN INTEGRATED APPROACH TO EDUCATION

The ConnectED Library Challenge emphasizes the importance of high-level collaboration by requiring participating leaders, including the chief elected official, at least one school superintendent, and the library director from each participating community to sign a commitment letter to pledge their commitment to the challenge. By requiring the three community leaders to pledge their support, the ConnectED Library Challenge helps guarantee that the responsibility of ensuring library access for all children will be shared among the leaders equally, and not solely the library directors.

The signed ConnectED leadership commitment, effectively:

- Sparks new collaborations between library and school leaders who have been operating independently in the community learning space;
- Energizes stalled partnerships around a concrete goal;
- Launches vital conversations about education outcomes, opportunities for collaboration, and the importance of ensuring that all children have access to the best learning resources; and
- Identifies ways to move from ad-hoc connections to deeper relationships for sustained success.

The goal of these partnerships is to create in communities integrated approaches to education that involve key community leaders, extend beyond traditional classrooms, connect diverse resources, and improve learning outcomes for children. In this report, an integrated approach to education can be characterized as efforts by the leaders of both a community's formal educational systems (schools) and the informal learning systems (libraries), as well as elected leaders, to work together to achieve joint education goals. Examples detailed in this report include work to connect library card and school ID systems in ways that result in a more integrated experience for students; the promotion of public library services to children by classroom teachers in schools; and the incorporation of public library programming and resources into the schools.

Ralph Smith, Managing Director of the Campaign for Grade-level Reading and Senior Vice President of the Annie E. Casey Foundation, argues that sustained collaboration among elected leaders, school superintendents, and library directors is essential to provide the "leadership and the glue that will put solutions in reach, particularly for children who are falling beyond the reach of schools."[1]

Such partnerships among local elected leaders, school superintendents, and library directors enable more resources to be shared, new synergies to happen, and a greater chance that a community's education goals will be realized.

A Starting Point for Collaboration: Connecting Kids, Schools and Libraries

It is a simple goal - ensuring library access for all school children - with significant impacts both for children and for successful long-term collaboration.

Yet, despite a growing recognition of the benefits of public library learning resources, many children do not have library cards or regularly use the library. According to an IMLS analysis, the most powerful demographic predictor of library card ownership in first grade was poverty. More than three out of five first graders (62.2 percent) living below the poverty level did not have library cards. First-grade children living at or above the poverty level were more than twice as likely to have library cards as their poorer classmates. The analysis also confirmed that library card ownership positively influences active library use. Nearly 60 percent of the first graders with library cards had visited the library during a one-month period compared with only 33 percent of those without cards.[2]

Overcoming obstacles to library access and raising the library's profile as a learning institution are vital for an integrated approach to education.

Leadership Threefold – Collaborating to Create Change

Each member of the threefold partnership has an important role to play. The following three sections outline the contributions of each member of the partnership and provide examples from individual communities.

> "It takes an extraordinary amount of collaboration to ensure that all children have access to the public library," said Lee Keesler, Chief Executive Officer of the Charlotte Mecklenburg Library. "All three of us [county manager, school superintendent, and library CEO] are all-in on meeting this goal of ensuring access to the library. It is a grand partnership that we're only beginning to tap."

Elected Officials

Top elected and appointed leaders set the tone for an integrated approach to education and often serve as catalysts for innovative action. Mayor Chris Coleman of Saint Paul has taken steps toward setting the tone for his community, highlighting, "All of the challenges in our communities come down to education, and it is essential that we work together to create education opportunities for all in our schools, our community centers, and our libraries."[3]

Regardless of government structure and formal reporting relationships, elected leaders bring significant assets to the education partnership including:

- The power to assemble key players and create decision-making tables
- Connections across broad local, regional, and national networks
- Program and budget authority to implement action
- Political influence to solve problems and open new doors
- A platform to increase awareness of the importance of an integrated approach to education.

Active involvement of elected leaders makes a difference, as demonstrated by the following communities who took part in the ConnectED Library Challenge:

- In 2014, in **Chattanooga, Tennessee**, Mayor Andy Berke eliminated a library membership fee for Hamilton County residents, which had been in place since 2011. The mayor used his budget authority to allocate additional funds to the Chattanooga Public Library to ensure free access to all public school students in Hamilton County. Additionally, Berke allocated funds to help launch a partnership between the city, the Hamilton County Department of Education, and the Chattanooga Public Library. Berke commented on his efforts stating, "No child should be charged to use a public library. This initiative ensures that kids who are motivated to learn and discover new things have access to one of the best libraries in the country."[4]
- In **Washington, D.C.**, when Mayor Muriel Bowser made connecting school IDs to library access a top priority, more than 70,000 middle- and high-school students received immediate access to the public library using their D.C. One Card student IDs. While the idea of making that connection had been on the city agenda for some time, D.C. Public Library Executive Director Richard Reyes-Gavilan said the Mayor's leadership expedited action including creation of two memoranda of understanding to define roles in implementing the plan and ensure sustained collaboration.
- Each of the 130,000 K-12 students in the Prince George's County Public School system can use his or her student ID number as a library card to access resources of the **Prince George's County, Maryland**, Public Library. Library CEO Kathleen Teaze said the leadership of County Executive Rushern L. Baker III was the key to creating the county-school-library partnership and breaking through a number of barriers to work together for all students.

School Superintendents

School superintendents play a pivotal role in broadening learning resources available to children to improve education outcomes. When school superintendents view the public library as an essential component of their educational system, the library becomes a powerful learning resource rather than an optional fieldtrip destination.

School superintendents serve a unique role in educational partnerships, providing assets, including:

- Daily access to students and their families
- A broad network of teachers/educators who can bring the library into children's lives every day
- Experience tracking and measuring learning outcomes
- Physical infrastructure for learning
- Communications channels that can draw attention to the value of an integrated approach to education and raise the library's status as a key part of the community's education system.

For the first 60 ConnectED Library Challenge communities, superintendents played crucial roles in ensuring successful partnerships:

- **White Bear Lake Area, Minnesota**, School Superintendent Michael Page says the school district's partnership with Ramsey County Public Library has been "a real game changer" for 7th and 8th grade students, who are participating in a pilot program to increase access to library and school digital resources using a single school-library barcode. While the partnership started with

distributing traditional library cards in classrooms, it shifted to maximizing use of digital resources to take advantage of the school system's one-to-one Chromebook initiative. For Superintendent Page, the partnership is a starting point for deeper learning opportunities. "The kids are talking about books, they're talking about homework help and other resources in a whole new way," Page said. "We hope it's just the tip of an iceberg in terms of a continuing partnership between Ramsey County Library and White Bear Lake Schools."[5]

- In December 2015, **Charlotte-Mecklenburg, North Carolina**, School Superintendent Ann Clark issued a challenge to teachers throughout the district to ensure that all students activated their new ONE Access library cards by the end of the calendar year. Students activate their cards by logging onto the Charlotte-Mecklenburg Public Library website using their student ID number to access library digital resources or by checking out materials at a library branch. The strategy engaged teachers in connecting students with the library as part of their classroom work and created competition among teachers to achieve 100 percent activation in their classrooms. More than 110,000 of the school district's 150,000 students activated their ONE Access library cards over a three-week period in response to the challenge.

Library Directors

Library directors are the third leg of the education partnership stool. Their unique skill set and direct involvement in community libraries adds value to the partnership by providing:

- Deep community connections that are based on trust and confidence in the library as a valued institution
- Physical infrastructure that is specifically designed for use by children and youth, such as teen learning labs, and staff and volunteers, trained to mentor and work with students
- Experience building community partnerships that are essential to improving education outcomes
- A flexible, agile, and resourceful approach to meeting lifelong learning needs.

Libraries and their directors have considerable mission flexibility that has made it possible for them to broaden, deepen, and constantly adapt their learning programs to respond to changing needs and interests. Continued and sustained collaboration with library directors will ensure an education environment in which library resources and programs are embedded in schools and classrooms every day and children view the public library as part of their school learning experience.

> *We lament when institutions dig in their heels and embrace the status quo. In contrast, libraries on the whole are eager to embrace changes in society.*[6]
>
> *– Julia Stasch, President, John D. and Catherine T. MacArthur Foundation*

Strategies for Building Successful Partnerships

The ConnectED Library Challenge encourages top elected and appointed leaders, school superintendents, and library directors to combine their efforts and work toward the same three goals.

When working to build successful education partnerships, there are four strategies to consider:

1. Create infrastructure

Partnerships thrive when there is an explicit commitment, shared goals, mutual trust, and productive working relationships. Many successful partnerships start with a handshake and an ad-hoc approach to collaboration, often to carry out a specific short-term project. As collaborative work and expectations expand, governance structures—such as standing working groups or a mayor's cabinet for education, and formal signed agreements—become important to document roles and responsibilities and to ensure that partnerships extend beyond the leaders who shook hands.

The ConnectED Library Challenge event's afternoon sessions fostered productive discussions between elected officials, school superintendents and public library leaders. Pictured: Michael Page, Chairman of the Durham, NC, Board of Commissioners; Susan Benton, President and CEO of the Urban Libraries Council; and Toni Harp, Mayor of New Haven, CT. (Photo Credit: Gediyon Kifle)

Many of the cities participating in the ConnectED Library Challenge made progress toward establishing effective infrastructures for collaboration within their communities, for example:

- In **Denver, Colorado** the Mayor's Office of Children's Affairs spearheaded establishment of the MY Denver card, which serves as a library card and provides free, year-round access to the city's 23 recreation centers and 29 swimming pools for all students aged 5 to 18. The Office of Children's Affairs coordinates fundraising, partner development, and implementation of the MY Denver card program working closely with Denver Public Library, Denver Public Schools, and Denver Parks and Recreation to manage data sharing and MY Denver card registration.
- **New Haven, Connecticut** designed its partnership around the New Haven School Change initiative to achieve education success. Led by Mayor Toni Harp, the New Haven Free Public Library and New Haven Public Schools have aligned goals, programs, and resources to carry out the city's commitment to "launching all students to success in college, career, and life." The partnership includes a memorandum of understanding between the school system and public library to serve as a roadmap for deeper collaboration and creation of a UniCard – a virtual card that uses student school IDs to access public library resources.
- **Indianapolis Public Library** and the **Metropolitan School District of Lawrence Township, Indiana**, signed a joint services agreement that defines how the two institutions work together to enrich and support school instruction by increasing access to library learning resources in schools. The agreement formalizes what had been a productive working relationship between the school

superintendent and library director with a particular focus on maximizing student access to library electronic resources. District Superintendent Shawn Smith said the partnership agreement has made their working relationship "more methodical rather than hit or miss."[7] Provisions of the agreement include services to be provided by the two parties, communication and information sharing responsibilities, obligations of district principals to work with library staff and link the school day with library electronic and physical resources, and details on school data requirements for providing library access to all students.

2. Implement incrementally

Many public libraries serve multiple school districts. Addressing the needs of multiple school districts requires strong partnerships to ensure library access for school children and to build sustained working relationships. Incremental roll-out has proven successful in many communities as it enables the library to build on existing informal relationships, use a shared commitment to technology as a framework for working together, and strategically choose a library-school district partnership that has a high likelihood for success.

Some libraries participating in the ConnectED Library Challenge found success by capitalizing on new technology provided to students in schools or by formalizing partnerships, one school district at a time, for instance:

- **Ramsey County, Minnesota, Library**, and **King County, Washington, Library System** both started their collaborative work with school districts that had technological resources including school-provided iPads or Chromebooks. School district commitments to technology in both cases supported use of virtual cards and access to online library resources from classrooms so that students could connect with the library instantly. In Ramsey County, the process of distributing new library access cards to students in White Bear Lake Schools is managed through the school media centers providing immediate access to library digital resources. In King County, the Library System and Bellevue School District joined together to pilot use of virtual cards with the student ID as the library account number. In a joint letter to parents and guardians, school and library leaders said the virtual cards would provide seamless access to databases, not accrue fines or fees, and have easy-to-remember account numbers making a physical card unnecessary.
- **Marin County Free Library, California**, is building partnerships with the 19 school districts in its service area by crafting agreements and program plans one district at a time. The library began the incremental effort with the Novato Unified School District with a facility and program agreement designed to improve educational achievement and promote the development of 21st century skills in all students. The foundation of the school-library partnership was construction of a joint learning center that includes a 6,000 - square-foot library complex.

Even in communities with one school district in the library service area, partners sometimes launch their collaborative work in one school or one segment of the school population (e.g., junior high) to pilot approaches before introducing to more schools and more students.

- **Montgomery County, Maryland**, launched its Library Link Program at one elementary school with plans to extend the program to all 200 schools in the county gradually. The partnership between Montgomery County Public Schools and Montgomery County Public Libraries is designed to link

schools with 21 public libraries across the county and guarantee that every child enrolled in a school has a library card.

3. Establish safe data sharing

The Federal Educational Rights and Privacy Act (FERPA), the law protecting privacy of student education records, has been a challenge to library-school collaboration in some communities. Agreeing on how to share data within the parameters of FERPA is an important starting point for ensuring library access for all students and for pursuing other joint work to measure and improve education outcomes for all children.

FERPA gives parents specific rights regarding the use of their children's education records until their children turn 18. Generally, schools must have prior written permission from the parent or guardian in order to release any information from a student's record. However, under appropriate circumstances, schools may share, without prior consent, some types of information that has been designated as "directory information."[8]

Successful sharing of the basic student data starts with a clear understanding of FERPA and any related state laws, combined with a willingness by both parties to share the information that is needed to ensure library access for all children. It is vital that library and school officials establish agreements for protecting privacy of student records while sharing the data needed to provide students with easy access to resources.

Communities participating in the ConnectED Library Challenge have found a variety of ways to share student data, while keeping personal information secure, for example:

- **Charlotte Mecklenburg Public Library** and **Charlotte Mecklenburg Schools, North Carolina**, address confidentiality of student data in a Memorandum of Agreement (MOA) that outlines the partnership to provide library cards using student IDs. The MOA includes a specific reference to FERPA and any other federal or state regulations pertaining to student education records. The MOA also requires that library staff sign statements agreeing to keep all student record information confidential if they will have access to the data.
- In the city of **Washington, D.C.**, the D.C. Public Schools, the Public Library, and Office of the Chief Technology Officer crafted a three-way Memorandum of Agreement (MOA) that defines responsibilities and boundaries for sharing educational data to permit use of the multi-purpose D.C. One Card as a public library card for all public and charter school students. MOA provisions include:
    1. An annual assessment of opt-out forms to ensure compliance with student/family preferences
    2. Provisions for retaining student directory information for other uses
    3. Affirmation of compliance with confidentiality provisions of FERPA and any other relevant state and local statutes.
- **Prince George's County Memorial Library System** and **Prince George's County Public Schools, Maryland**, entered into a data sharing agreement to allow the parties to connect students to the library "for educational enrichment and ensure that every student has access to library services that will enhance his/her educational success." The agreement limits data sharing to four elements -- student ID, full name, school, and grade level. The school system provides updated data to the

library on a monthly basis.

4. Meet regularly

While the daily responsibility for implementing a partnership is usually delegated to staff, maintaining the commitment at the leadership level is vital. An integrated approach to education requires regular communication and interaction to share information, monitor process and build rapport between the library, school, and elected leaders. Without such interaction, the connections that fuel initial success can slip away quickly in the pressure of everyday business.

When community teams involved in the ConnectED Library Challenge met in Washington, D.C., in January 2016, they highlighted the importance of establishing recurring opportunities for team members to talk and brainstorm – leader-to-leader as well as staff-to-staff – to deepen the partnerships and sustain action. In the time since, many participants have voiced support for regular touchpoints to maintain the collaboration's momentum.

STRATEGIES FOR OVERCOMING THE TRANSPORTATION BARRIER

Libraries and schools are working together to ensure that all children have access to library learning resources even if they can't get to the library. Successful strategies include:

- Using virtual cards to access library resources electronically
- Delivering library resources to schools
- Locating public libraries in schools
- Providing bus transportation from schools to libraries for periodic visits
- Building joint collections in school libraries
- Making schools a home base for library access by involving teachers in using library resources in the classroom, coordinating library card sign-up and distribution at the school, and offering in-school training on how to use library resources

Strategies for Ensuring Library Access

Despite the obvious benefits of connecting school children to public libraries and integrating library and school learning resources and programs, obstacles to access remain including:

- Lack of knowledge about the valuable resources libraries offer, particularly among immigrant parents whose home countries did not have local library systems;
- Cumbersome library card application processes;
- Fear of fines for late or lost materials;
- Time constraints that prevent parents from bringing their children to the library;
- Transportation issues that prevent families from visiting their neighborhood libraries.

Lack of library access is often related to low socioeconomic status as evidenced in earlier cited studies. The experiences of the initial 60 communities involved in the ConnectED Library Challenge helped determine five strategies for overcoming long-standing obstacles to library access.

1. Streamline library card enrollment

Access starts with a library card. Application processes that require parent signatures and a visit to the library make it difficult for some children to get cards. By working closely with their local school partners, libraries are finding ways to make it easier and quicker for students to get access, often starting in their schools rather than in the library.

As library electronic resources grow and students become more tech savvy, virtual cards that provide 24/7 access to library resources are supplementing traditional cards. Using student ID numbers instead of tangible library cards has proven to be effective. This approach makes it possible for students to access library resources by entering their school ID into the library website from classroom or home computers – eliminating the need for trips to the library to get a card or to use the learning resources.

Benefits of Using Student IDS for Library Access

- An easy-to-remember number
- No risks of lost cards
- Provides continuity for students throughout their school life
- Serves multiple purposes for students
- Facilitates data sharing
- Creates a strong connection between the library and school

In communities that do not use an ID number that stays with the student over multiple years, other numbers such as a statewide testing score or a special student library bar code can be used for automatic sign up and easy 24/7 access to both school and library resources.

The following communities each found their own way of linking school and library efforts to promote library card ownership among students:

- **Richland County, South Carolina, Library and School District 2** addressed obstacles to getting library cards to all children by eliminating fees, applications and parental signatures and bringing the distribution and activation process into classrooms. The library also waives its non-resident user fee for Richland County teachers who live outside the county so they have access to the same library resources as their students.
- **Kansas City, Missouri, Public Library** shifted from signing students up for conventional cards to making school IDs library cards. The change automatically enrolled about 10,000 additional K-12 students who did not yet have conventional cards.[9] Nearly 70 percent of students in the Kansas City area have full access to public library resources, day or night, using their student IDs.
- **King County, Washington, Library System** provides both student and classroom eCards using student ID numbers and school district codes to increase access to and use of the library's databases, downloadable materials, and online homework help. The classroom cards connect the school rather than a student to the library, enabling teachers to use online resources in the classroom even if all students do not have their own accounts. The eCards supplement rather than replace traditional library cards, can be used all year round, and expire in July of the year after the student turns 18.
- In **Milwaukee, Wisconsin**, all public school students will get access to Milwaukee Public Library learning resources in September 2016 using their student IDs. The library is creating virtual accounts for all public school students, which can be used both online and at the public library. No

physical library cards will be issued.
- **Rochester Hills, Michigan, Community Schools** use barcodes provided by the Rochester Hills Public Library to issue IDs to middle and high school students, which serve as both a library card and student ID. The transition to electronic library cards introduced 7,000 students to library access for the first time.

2. Eliminate fines

It has long been a standard practice for libraries to minimize their financial risks by limiting the number or types of materials students can check out at one time and/or retaining fees for lost materials. More and more libraries have taken steps toward eliminating fines on student cards to ease parents' worries about potential costs for overdue or lost materials.

Approaches to fine elimination have varied, and include the following examples:

- **Ohio's Cleveland Public Library** will not charge fines for overdue books that students check out using ConnectED library cards that have been distributed to 90,000 children in all preschools, parochial, charter, and public schools. The cards give access to all online resources and allow a limited number of books to be checked out at one time. DVDs, CDs, and other audiovisuals may not be checked out using the ConnectED student card.
- Providing access to the **Washington, D.C., Public Library** using the D.C. One Card was designed to remove all barriers to participation, including fear of fines, said Library Executive Director Richard Reyes Gavilan. Students under the age of 20 do not incur any fines or fees when using their D.C. One Cards for library access.
- **California's Marin County Free Library** eliminated fines on children's materials and gave all students a "clean slate" by waiving existing fines so that every student library card worked for full library use.
- **Skokie Public Library in Illinois** still charges for overdue materials checked out on student library cards, but allows students to work off fines by attending a library program, volunteering at the library, or completing a summer learning program. The approach minimizes the financial impact of fines on families and encourages student engagement with the library.

While eliminating fines could be viewed as a financially risky undertaking, many library directors argue that the benefits experienced when students are ensured library access outweigh the potential loss of revenue.

3. Bring library resources into schools

One of the biggest obstacles that hinders children from getting connected to their libraries is lack of transportation. When getting a physical copy of a card requires going to the library, many children miss out on the resources and opportunities. Ensuring that students can access library resources electronically–particularly when they are in school if they do not have Internet access or computers at home–has helped eliminate the issue of transportation. Another strategy is to make schools the primary library home base by:

- Providing seamless access to online resources and databases from school

- Delivering library resources to schools
- Locating public libraries in schools
- Building joint collections in school libraries.

The examples that follow describe bold library-school partnerships that are reshaping the delivery of library services in their communities though sharing of resources and facilities:

- **In Nashville, Tennessee**, *Limitless Libraries*, a program that brings the vast resources of the Nashville Public Library to the city's 128 public schools, has become the cornerstone for a powerful city-school partnership to:
  - Foster resource sharing between the two learning institutions
  - Strengthen school libraries through joint purchasing
  - Ensure student access to learning resources.

  Launched by then-Mayor Karl Dean in 2012 with an initial challenge to break down the walls between the public library and the Metro School System, *Limitless Libraries* delivers library materials to students at their schools within a few days of request. More than 60,000 Nashville Public School students have access to the library's collections and technology through *Limitless Libraries*.
- In **Hartford, Connecticut**, the public library and school system joined together to open library branches in three public schools to serve students during the day and after school in addition to the general public during regular library hours. Library branches in schools is one component of the city's *Boundless* partnership which created a sustained system of sharing between the city's two biggest educational institutions to reduce redundancy and leverage resources to better serve school students and their families while providing an integrated approach to education.
- **Richland Library and Richland School District Two in South Carolina**, are opening a joint-use building including both a branch library and a student learning center designed to connect library resources with career-focused and science, technology, engineering, and math (STEM) learning opportunities for students. The facility will be a community hub for learners of all ages. By building a joint facility, the library and school system can expand space and capacity at a lower shared cost. The library will tailor its collection at the new branch into the specialized curriculum at the school.

4. Instill lifelong learning habits in children

The library card is a key that opens the door to remarkable resources and new opportunities. But simply giving students the key does not guarantee they will open the door and use the resources. When students connect with the library when they first get their cards or access numbers, they are more likely to understand its value and start using library resources regularly.

Providing library cards to students at a young age and presenting them in a memorable way helps to build positive attitudes about going to the library. In the examples that follow, libraries and schools work together to instill library-going habits in young children.

- **In Ohio, Columbus Metropolitan Library** and **Columbus City Schools** combine distribution of Kids Cards, a library card that does not require a parent's signature, with school visits to the local public library. The library-school team uses the following five-step approach to distribute library cards and encourage immediate use:

1. The school brings the entire student body to the library over a period of several days.
2. All students receive their own Kids Cards during the library visit.
3. After participating in a library program and a tour of the resources available, students are given time to get acquainted with the library.
4. Each student is able to checkout up to five books.
5. Students are invited to visit the library with a parent.

While working on the ConnectED Library Challenge, school and library officials rethought their approach to getting cards into the hands of all school children when it became clear that many students had never been to the library, regardless of whether or not they had a card. The library pays for school bus transportation for one-time classroom library visits to issue Kids Cards. During the first half of the 2015-2016 school year, 32 of the system's 109 schools brought their entire student bodies to one of the city's local library locations issuing a total of 14,000 Kids Cards.

- Both **Cincinnati/Hamilton County, Ohio**, and **Ramsey County, Minnesota**, focus on getting library cards to children in kindergarten so that the library becomes an integral part of their school life from the start. Kindergarteners are often the least likely of school aged children to have their own cards, relying on using their parent's library card.
  - Staff from **the Public Library of Cincinnati and Hamilton County, Ohio**, visited every kindergarten class in the 22 school districts in the library's service area and signed students up for a special child-only card that could be used immediately.
  - **Ramsey County Public Library, in Minnesota**, makes getting a library card a special occasion for kindergarteners and their families. The annual *Library Card Party* is a day-long event to introduce the youngest students to the library and the power of their new cards. The program ends with a ceremony in which each child's name is announced and they are presented with a free book and a brand new library card. The approach is intended to celebrate a significant turning point at the start of each child's learning adventure and communicate the importance of the library to these young learners.

5. Involve teachers

When teachers know every student has a library card, they are able to use library resources in the classroom, recommend library learning tools for homework and research projects, and make the library part of the learning process.

- **King County, Washington, Library System** makes teachers the front line for connecting students to the learning resources at the public library as part of its partnerships with the 20 school districts in its service area. "The approach has transformed how we relate to schools," said Library Director Gary Wasdin. "Teachers are better people to deliver the message about the value of the library to their students than library staff," Wasdin said. In addition, Wasdin said King County library staff and teachers are initiating more substantive conversations about how the library can support classroom learning as opposed to less informative sessions about general library resources, programs, and services. One of the next goals of the partnership with school districts is to create a portal on the library's website that directs students to resources for their age level and classroom work – a portal that will be designed in collaboration with teachers.
- **In Minnesota, the Hopkins School District** and **Hennepin County Library** teamed up to increase student access to digital resources both in and out of the classroom. The partnership utilizes the

school district's one-to-one technology environment which provides iPads to all students in junior high and Chromebooks in high school. Kevin Kos, a teacher at West Junior High School in Hopkins said the school district's partnership with Hennepin County Library will double or even triple the learning resources kids have access to and provide exciting tools that teachers can implement into the school day. "What I think is going to be amazing is that we'll be able to bring the library into our classrooms," Koss said. "We'll be able to partner with the library as we develop our curricula and that's going to benefit the students."[10]

- **In Arizona, Pima County Public Library** and the Tucson Unified School District's partnership included training for more than 200 school staff from the superintendent and principals to learning support coordinators. The training provided school personnel the opportunity to get familiar with a wide range of library learning resources that support student achievement.

Improving Education Outcomes Together

Ensuring that all school children use their libraries regularly is a critical step toward improving a community's education outcomes. Even more important is ensuring that local elected and appointed leaders, school superintendents, and library directors are committed to building an integrated approach to education that continues far beyond library access.

Community teams that embraced the ConnectED Library Challenge experienced major success by finding solutions to combat against obstacles to library access and creating meaningful partnerships that offer models for success.

To continue to move forward, community leaders across the country must:

- Commit to building an integrated approach to education that ensures that all children have an opportunity to succeed
- Develop shared plans for ensuring that library cards are used to their fullest advantage
- Explore approaches to expand school-library data sharing to
  - drive decision making;
  - create collaborative strategies based on shared information;
  - begin to measure outcomes and impacts of an integrated approach to education
- Continue to seek meaningful collaborative opportunities that can produce measureable impacts
- Regularly take inventories of what is being done already in schools and libraries to
  - pool resources;
  - minimize duplication;
  - break down traditional silos; and,
  - enhance coordination.

There are also important roles and opportunities beyond the work of community teams to create greater impact across the country. National organizations, associations, and nonprofits that work with local government, schools, libraries, education, and more can support this movement toward an integrated approach to education by connecting national networks to broaden awareness of the importance of collaboration; working on common language and metrics that address why an integrated approach to education will make a difference; publishing and widely distributing best practices; developing a scalable model that can be rolled out to small or rural communities; and providing national leadership, resources,

and guidance on how to collect, share, and use data to demonstrate that specific programs work.

More importantly, telling the story about these 21st century communities – local leaders, schools, and libraries – working together to tackle the challenges of ensuring that all children have an equal opportunity to succeed will go a long way towards normalizing integrated, collaborative approaches between public libraries and schools.

The Continuing Challenge

Access to quality educational resources is a critical piece of preparing children to succeed in today's global economy. Working together, local elected and appointed leaders, school superintendents, and library directors are making considerable progress on this 21st century education challenge – one community at a time.

It is essential that more communities embrace the power of an integrated approach to education to leverage learning resources to produce improved outcomes. The examples in this report highlight the possibilities that emerge when community leaders work together to achieve shared education goals. The strategies outlined as part of the ConnectED Library Challenge provide a framework for elected officials, school superintendents and library directors – whether from a large metropolitan area or a small, rural town. It is up to officials throughout the country to answer the call and deepen the educational opportunities of children throughout the country.

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[8] Family Educational Rights and Privacy Act (FERPA), U.S. Department of Education, hhttp://www2.ed.gov/print/policy/gen/guide/fpco/ferpa/index.html and FERPA Frequently Asked Questions, http://familypolicy.ed.gov/faq-page/ferpa-school-officials
[9] Timothy Inklebarger, Linking Students to Libraries: Student IDs serve as library cards in Kansas City and Nashville, American Libraries Magazine, January 4, 2016.
[10] Power Up: Libraries, Hopkins Public Schools and Hennepin County Library, MN, available at https://vimeo.com/141092985

Committee of the Whole **10.**

Meeting Date: 04/13/2017

Issue: Perdido Key Habitat Conservation Ordinance

From: Chips Kirschenfeld, Director

Information

Recommendation:

Perdido Key Habitat Conservation Ordinance
(Commissioner Underhill/Chips Kirschenfeld/Tim Day - 20 min)
A. Board Discussion
B. Board Direction

Attachments

PK HCP Discussion

Perdido Key Habitat Conservation Ordinance

Background

- Perdido Key Habitat Conservation Plan provides delegated authority from US Fish and Wildlife Service to Escambia County to authorize development activities while protecting endangered species and their habitat
- Adopted 12/05/2014

my escambia

Purpose of the Ordinance

- Codify aspects of the Habitat Conservation Plan to provide predictable land uses by people and habitat value by listed wildlife

Key Concepts

- Leave No Trace
  - Allow full use of the bathing beach for recreation during the day
  - Personal items removed or properly stored overnight to provide for an improved sea turtle nesting beach
  - Provide a phased approach for commercial chair rentals to comply through storage boxes and portable equipment
  - Unlike Pensacola Beach, County staff will not remove personal items from the private beach
  - Violations will be addressed through the code enforcement process (Chapter 162 F.S.)

my escambia

Key Concepts

- Nest marking and monitoring
  - Provides authorization for the County, or designee, to mark and monitor sea turtle nests
  - Provides authorization for the County, or designee, to mark and monitor shore bird nesting areas to minimize inadvertent harm to eggs and hatchlings

Key Concepts

- Dunes and Natural Vegetation
  - Provides protection for native vegetation south of Semmes Road as the primary habitat for Perdido Key beach mice
  - Provide Regulations regarding wrack (seaweed) management on the beach as a food source for shorebirds and beach mice

Board Direction

- Timeline for commercial chair rentals to comply

Committee of the Whole **11.**

Meeting Date: 04/13/2017

Issue: Revised County Vehicle Policy

From: Joy D. Blackmon, P.E., Director

Information

Recommendation:

Revised County Vehicle Policy
(Wesley Moreno - 20 min)
A. Discussion
B. Board Direction

Attachments

Vehicle policy 2

Board of County Commissioners
Escambia County, Florida

Title:	Vehicle Policy, Section II, Part B.23
Date Adopted:	July 24, 2003
Effective Date:	October 15, 2009, as amended
Reference:	
Policy Amended:	August 2, 2007; September 18, 2008, March 5, 2009, October 15, 2009

A. PURPOSE:

To establish a uniform and comprehensive policy for the acquisition, assignment, and use of vehicles owned and titled by the Escambia County Board of County Commissioners (BCC). Compliance with the provisions of this policy will ensure adequate and safe transportation for the performance of official business in the most cost-effective and efficient manner possible. This policy is not intended to be all encompassing. Issues not addressed in this policy may be governed by other means; however, no ~~Bureau~~ Department/Division policy/procedure may be less restrictive than this policy.

B. SCOPE:

This policy applies to all motorized passenger and service vehicles, as well as equipment operated both on and/or off the roadway, for which the BCC has responsibility, whether by ownership, lease, or rental agreement.

C. ORGANIZATION:

Vehicles are assigned to multiple Bureaus within Escambia County and, once assigned, are the sole responsibility of the ~~Bureau Chief~~ Department/Division Director. Maintenance, security, and daily operations of those vehicles are subject to local policies and procedures established by that ~~Bureau Chief~~ Department/Division Director, to be superseded only by policies under the signature of the County Administrator, the BCC, or other State or Federal law.

D. RESPONSIBILITIES:

1. ~~Bureau Chief~~ Department/Division Directors shall:

   a. Be ultimately responsible for the safe operation, assignment, and efficient utilization of assigned vehicles.

   b. Designate positions, which shall be eligible to operate a County vehicle, and submit those names, upon request, to Risk Management for annual Driver License checks.

c. Designate those positions within their organization, which will require possession of a valid Driver License to perform the essential functions of that job, taking prompt corrective action in the event the license is suspended.
d. Include all vehicle costs (less fuel and insurance) in the annual budget submission, in keeping with current budget guidance.

2. ~~Bureau Chief~~ Department/Division Directors with heavy equipment for Fleet vehicles shall:

a. Establish and enforce sound written policies and procedures governing the functions of key control, physical security, inventory management or other areas as may be required.

b. Monitor the program of scheduled maintenance for all vehicles, as established by the servicing maintenance facility or agency.

c. Provide and plan for the replacement of key equipment during periods of unscheduled maintenance to ensure sufficient operating capability of the ~~Bureau~~ Department/Division .

3. Human Resources shall:

a. Perform a Driver License check for all candidates for employment whose position requires a valid Driver License.

b. Promptly inform the necessary ~~Bureau~~ Department/Division if a candidate fails to meet minimum Driver License standards established by BCC policy.

c. Provide administration of the Board's Vehicle Policy.

4. Risk Management shall:

a. Perform annual Driver License checks on all employees submitted by the ~~Bureau~~ Department/Division whom the ~~Bureau Chief~~ Department/Division Director has determined must possess a valid Driver License as a function of their job.

b. Promptly inform the appropriate ~~Bureau~~ Department/Division of any employee who has failed to meet the minimum standards, as established by BCC policy, at any time since the previous check.

c. Maintain the record of all Driver License checks for a period of time consistent with County policy, State Statute, or other governing agency.

5. Public Works ~~Bureau~~ Department/Roads ~~& Bridges~~ Division shall:

a. Obtain license plates, property numbers, registration, and title for newly acquired vehicles.

b. Ensure current Accident/Insurance Identification cards are distributed to all County vehicles.

6. Vehicle Operators shall:

a. Be a County employee or contracted employee. Exceptions will be made only by the County Administrator or delegated authority.

b. Possess and maintain a valid Driver License approved for the appropriate class vehicle.

c. Maintain job-related driving certifications as may be required.

d. Adhere and conform to all traffic laws and be responsible for any citations issued by law enforcement authorities.

e. Use County vehicles only in the performance of County business and prohibit personal use of the vehicle except for approved commuting and for de minimis personal use.

f. Use County facilities for fuel, oil, and related services whenever possible.

g. Follow established accident-reporting procedures.

E. GENERAL

1. Purchasing and Replacement of Vehicles

a. The planned purchase of all vehicles and equipment shall be included and approved during the annual budget process. If an unbudgeted requirement exists, i.e. replacement of a damaged vehicle, the Budget Office shall be contacted to coordinate a budget amendment. Once approved, the ~~Bureau Chief~~ Department/Division Director shall submit a purchase requisition to the Purchasing Office to execute the purchase.

A task force, i.e., the Vehicle Review Committee, shall be established by the County Administrator to work in cooperation with the Purchasing Office to review and establish procedures for fleet acquisition and makeup, fuel usage, and vehicle replacement for Escambia County.

Prior to a planned vehicle purchase, all ~~Bureau~~ Department/Divisions shall consult the Vehicle Review Committee to discuss and determine the appropriate size, type, and fuel requirements of requested vehicles. This process is intended to promote the conformity of the County Fleet and produce an increase in fuel efficiency and vehicle utilization.

b. In order to purchase County vehicles and equipment in a more efficient and cost-effective manner, the criteria (Attachment 1) attached to this policy shall be employed by all County ~~Bureau~~ Department/Divisions when considering replacements for County vehicles or equipment. These criteria are intended to serve as methodology for need analysis when a vehicle replacement is requested, and to downsize vehicles when appropriate. In certain categories, sub-compacts and/or compacts shall replace full size units. Vehicles which primarily transport only one driver shall be downsized to smaller fuel efficient units at the time of replacement. The State Contract shall be utilized as a pricing guideline.

The County shall convert to alternate fuels when documented evidence confirms that savings will be realized by such a conversion.

c. If a vehicle is declared “Surplus” because it has exceeded its usable life due to age and/or mileage, or because the ~~Bureau~~ Department/Division has lost the authorization for that vehicle, it will be processed for disposal or sale per County policy. If it is determined that the vehicle remains a useable asset to the County, it may be reassigned to another ~~Bureau~~ Department/Division at the discretion of the County Administrator.

2. Assignment of Vehicles

Vehicles are approved for assignment to ~~Bureau~~ Department/Divisions at the discretion of the County Administrator, based on operational need as well as budgetary limitations. The ~~Bureau Chief~~ Department/Division Director may further assign a vehicle to primary use by a specific employee or it may remain as a "General Use" vehicle. The timeframe for which a vehicle is assigned may fall into one of three categories:

a. 24-Hour Assignment

1. An employee may be granted full-time use of a County vehicle provided that use is for County business only. Vehicles may be taken home if an employee is routinely subject to being "called out" on County business after normal duty hours. At no time will that vehicle be used for anything other than County business. For a vehicle to be permitted this assignment, full justification must be presented by the ~~Bureau Chief~~ Department/Division Director to the County Administrator for initial approval and then for renewal of the authorization at the beginning of each new fiscal year.

2. Based on availability and at the discretion/approval of the County Administrator, certain ~~Bureau Chief~~ Department/Division Directors or Division Managers in the Senior Management Service may be authorized a vehicle for daily County business. The provisions of paragraph E.2.b. "Duty-Only Assignment," below would apply. Furthermore, a ~~Bureau Chief~~ Department/Division Director or Division Manager may be permitted, with the approval of the County Administrator, to take a County vehicle to their Escambia County (EC) residence if they are subject to call-out. In this case, or any other exception, the other provisions of this policy remain applicable, including that which restricts the use of a vehicle to legitimate County business.

b. Duty-Only Assignment

In this category, vehicles are to be used during duty hours only, or for emergency use. Vehicles will be parked at the end of the work period at their designated work site on County property and/or an approved County parking site. If the designated work site is at a location other than the main office or regular parking site, the ~~Bureau Chief~~ Department/Division Director must certify in writing to the Human Resources Division Manager, with a copy to the Payroll Department, that the alternate work site location is commensurate with his/her geographic work zone and area of responsibility.

c. On-Call Assignment

Some employees are required to be "on-call" during non-duty hours. This category will apply to those who periodically "rotate" after-hour duties with other employees. During any non-duty time throughout their period of assignment as "on-call" employee, they may park their County vehicle at their Escambia County residence. ~~Bureau Chief~~ Department/Division Directors and Division Managers will ensure that those employees performing "on-call" duty are managed by a roster, with that roster being posted prominently and conspicuously. During periods in which these employees are not "on-call," the vehicle will be returned to County property.

3. Maintenance and Support

Regular maintenance, as well as unscheduled maintenance and associated support, will be conducted to the greatest extent possible at County or contracted facilities and agencies. ~~Bureau Chief~~ Department/Division Directors will ensure non-fleet vehicles such as sedans and light trucks are serviced and maintained in accordance with the manufacturer's specifications.

4. Personal Vehicles

Personal vehicles used in the performance of official County business require approval in advance by the ~~Bureau Chief~~ Department/Division Director, or designee. The employee may then submit a voucher in accordance with BCC and the Clerk of Circuit Court policy for reimbursement of allowable expenses. Employees who receive car allowances as compensation for use of their personal vehicles to conduct County business are required to maintain, at their expense, an insurance limit of $100,000 per person/$300,000 per accident or occurrence. ~~Bureau~~ Department/Divisions are responsible for verifying proof of insurance each year and submitting a copy to Risk Management.

5. Rental Vehicles

a. Rental vehicles shall be operated only by the renter and authorized driver as defined by the Rental Agreement.

b. The Collision Damage Waiver shall be included with the purchase of the Rental Agreement.

c. The renter and authorized driver as defined by the Rental Agreement shall maintain, on their personal auto policy, an insurance limit of $100,000 per person/$300,000 per accident or occurrence.

6. Use of County Vehicles

a. County vehicles will be utilized for County business only. They shall be operated only by County employees or contracted employees. Persons not employed by nor contracted by the County are not to be passengers of County vehicles unless approved in advance by the County Administrator or designee.

b. Incidental stops and de minimis personal use, e.g. fueling, restroom stops, lunch breaks, etc, may be necessary outside the course of County business. It is understood that these may occur from time to time, however, they should be for only short periods of time, along the normal route expected of that vehicle, and not account for mileage above that normally expected. *The Global Positioning System (GPS) installed on County vehicles shall be utilized in monitoring the activities of County vehicles/equipment, including location. Department Directors or their designee(s) will determine the geographical boundaries (Geo-fences) necessary for the location monitoring process in their respective areas of operation and ensure compliance.* Abuse of this provision may be interpreted as a misuse of County property and the employee will be subject to disciplinary action in accordance with County policy.

c. ***Engine Idling-*** *Except as otherwise provided in this subsection, an employee shall not idle the gasoline or diesel engine of a vehicle or equipment more than 10 consecutive minutes. The provisions of this section do not apply to the following vehicles/equipment:*

- *Emergency Vehicles—— Many of these vehicles have a large amount of auxiliary equipment charging and when electrical shore lines are unavailable extended idling is required to insure that the equipment is functional while not depleting the vehicles batteries. The following are examples of when these vehicles will be required to idle for extended periods of time: emergency scenes, training evolutions, to maintain an appropriate temperature for patient care in ambulances, ~~while in emergency mode or training situations.~~*
- *Vehicles observing manufacturer's recommendations for warm-up and shut down of heavy trucks/equipment.*
- *Vehicles traveling or stationary on a public right of way performing road maintenance in locations that warrant operation of safety lighting for long periods.*
- *Vehicles which must operate auxiliary equipment to perform a specific task for which it is designed—such as Asphalt Patch trucks, Aerial Lift trucks, Grapple trucks, Roll-Offs, etc.*
- *Vehicles in cue for loading and unloading of materials.*
- *Vehicles used to repair or maintain other motor vehicles, i.e., service trucks, tow trucks.*
- *Vehicles which must use peripheral electronics powered by the vehicle charging system for extended periods in the normal course of operations.*
- *Vehicles which must idle as a necessary part of maintenance, repairs or diagnostic procedures performed at a repair facility.*

Department Directors or their designee(s) shall monitor their respective vehicles/equipment through the GPS system and utilize reporting processes to ensure compliance with provisions of this policy.

d. ***Excess Speed-*** *Vehicle operators are to be aware of posted speed limits along travel routes and shall not exceed the posted speed by more than five (5) MPH for a period longer than three (3) minutes. If the flow of traffic is more than five (5) miles per hour over posted speed limit, vehicle operator should drive in "slow lane" while traveling to destination.*

e. The use of tobacco products of any kind in a County vehicle or equipment is prohibited. This prohibition includes cigarettes, cigars, and pipes as well as non-smoking materials such as chewing tobacco, snuff, etc.

f. Seatbelts will be used by the driver and all passengers when the vehicle is in operation.

7. Identification of County Vehicles

All County vehicles and equipment, except certain law enforcement vehicles and/or those designated by County Administrator, will be marked in a manner so as to readily identify them as property of Escambia County. Vehicles will utilize the appropriate license plate provided by the County. The Escambia County logo, as well as the property number, will be affixed to an outside surface of the vehicle in a manner to be prominently visible. ~~Bureau Chief~~ Department/Division Directors will determine, based on the vehicle type, the most effective locations to display these items. Magnetic or other removable markings are unauthorized and will not be used.

8. Security

   a. The security of County vehicles must be maintained at all times. When unoccupied, a vehicle will be secured by whatever means possible, depending on the vehicle or equipment type. If the vehicle has locking doors, they must be locked when the vehicle is unattended. Emergency and law enforcement vehicles are exempted, providing the ~~Bureau~~ Department/Division places alternative security measures in place which do not hamper operational requirements.

   b. Equipment and vehicles, which cannot be secured by means of a locking door, must be secured or rendered non-operative by some other means. Prime targets have been equipment operating on the roadside, in sand pits, or at road construction sites. If it is impractical to relocate heavy equipment to County property at the end of a work day, it will be moved to an approved area considered by the ~~Bureau Chief~~ Department/Division Director to be secure, i.e. lighted, observed, etc.

9. Overnight Parking

   a. The preferred site for parking all County vehicles shall be the employee's assigned work site. An employee's assigned work site may be remote and removed from the normal site for their classification/job series.

b. The County has designated and approved three other County sites that are available if unsafe conditions exist at the primary work site. The three approved sites are:

- Extension Services on Stefani Road
- Escambia County Sheriff's Substation on Gulf Beach Highway
- Downtown Garage on Baylen Street

c. Vehicles shall be parked and secured in accordance with Board Policy and IRS Regulations.

d. Unsafe conditions exist if, under the facts and circumstances, a reasonable person would consider the area unsafe. Factors to be considered as an indication whether it is unsafe is the history of crime, vandalism, and extreme flooding in the geographic area surrounding the employee's workplace.

e. Authorization to park a County vehicle overnight at one of the alternate sites (see E.9.b "Overnight Parking" above) may be requested via the ~~Bureau Chief~~ Department/Division Director through Human Resources, for recommendation, and forwarded to the County Administrator for a final determination.

AUTOMOBILES , LIGHT & HEAVY TRUCKS *CRITERIA FOR REPLACEMENT*		
CRITERIA:	**Autos/Light Trucks**	**Heavy Trucks**
Model Year	5 Years	5 Years
Mileage	75,000	100,000
Repair Cost	2/3 – Acquisition Cost	2/3 Acquisition Costs
SHORT LIST:		
Excessive repairs must exceed 2/3 acquisition cost.		
Must meet one (1) additional criterion.		
FINAL LIST:		
Vehicles will be evaluated on the basis of a graduated point scale. Any vehicle that meets or exceeds		
all of the above criteria will receive two (2) bonus points		
AGE:	**MILEAGE: (Percentage in excess of maximum/75,000)**	
5-7 Years =1 Point	0 – 10% = 1 point	
8-10 Years = 2 Points	11 – 20% = 2 points	
More than 10 Years = 3 Points	More than 21% = 3 points	
REPAIR COST: (Percentage in excess of 2/3 Acquisition Cost		
0 – 14% = 4 Points		
15 – 21% = 8 Points		
More than 30% = 12 Points		
POINT SCALE:		
0 – 7 Points – Minimum required for consideration.		
8 – 10 Points – Should be replaced.		
More than 10 Points – Priority Replacement		
EXAMPLE:		
Model: 1993 Ford R-10 Ranger	Age – 15 years = 3 Point	
Mileage: 85,350	Mileage – 14% = 2 Points (85,350-75,000=10,350/75,000)	
Repair Cost: $5,283	Repair Cost – 3% = 4 Points	
Acquisition Cost: $7,728	($5,283-$5,116=$167/$5,116=3%)	
2/3 Acquisition Cost: $5,116	Bonus Points (Met all criteria elements) = 2 Points	
	Total Points:11 Points (Priority Replacement)	

ATTACHMENT 1

Title:	Vehicle Policy, Section II, Part B.23 Appendix I – Public Safety
Date Adopted:	July 24, 2003
Effective Date:	October 15, 2009, as amended
Reference:	
Appendix Amended:	August 2, 2007, October 15, 2009

I. General

The following provisions are set forth to amend/clarify the BCC Vehicle Policy and are applicable only to Public Safety ~~Bureau~~ Department, its employees and vehicles and equipment assigned to that ~~Bureau~~ Department.

II. Use of County Vehicles

A. Due to the nature and mission of the Public Safety ~~Bureau~~ Department, vehicles operating on legitimate health or safety-related calls from that ~~Bureau~~ Department or upon the direction of a law enforcement authority, may travel beyond the boundaries of Escambia County without prior approval

B. All employees and approved volunteers/auxiliary personnel operating County vehicles such as ambulances, fire trucks or other similar emergency service vehicles will be current and qualified as an Emergency Vehicle Operations Course (EVOC) operator before assuming duties as an operator.

C. Auxiliary employees of the Emergency Medical Service (EMS) Division will abide by the terms and provisions of the Auxiliary Program as managed by the ~~Bureau Chief~~ Department/Division Director for Public Safety

D. During times of disaster, emergency, patient transfer or humanitarian assistance, it may be permissible for a non-County employee to ride in an emergency-service vehicle. Examples may include a family member during patient transport, or the transportation of a person, for valid reason, during hurricane relief efforts. The ~~Bureau Chief~~ Department/Division Director may approve these categorically in advance by written policy or procedure.

Title:	Vehicle Policy, Section II, Part B.23 Appendix II –Taxation for Personal Use
Date Adopted:	August 2, 2007
Effective Date:	October 15, 2009, as amended
Reference:	
Appendix Amended:	October 15, 2009

I. General

The following provisions are set forth to amend/clarify the BCC Vehicle Policy and are applicable only to the taxation of personal use of County vehicles. All BCC employees are subject to this policy except firefighters and sworn/certified law enforcement personnel.

II. Taxation for Personal Use of County Vehicles

A. See IRS Publication 15-B for the current calendar year for personal tax rates. The tax rate is based upon the employee's W-4 on file in the Payroll Department.

B. There is no taxable income associated with de minimis personal use of a County vehicle. This use would be defined as fuel stops, meal breaks while in transit, restroom breaks, and incidental use that has so little value that accounting for it would be unreasonable or administratively impractical.

C. All employees that receive a vehicle allowance shall complete a form entitled, Agreement for Vehicle Allowance, prior to receiving a payment of the allowance. Reimbursement for in-County travel and use of County fuel pumping stations are not allowed.

D. All employees that are assigned and drive a County vehicle on a regular basis shall complete a monthly log of all miles driven with a special denotation of any personal miles. A copy of this log shall be transmitted to the Payroll Department at the end of every month. There shall be no exceptions.

E. During a Declaration of an Emergency, the County Administrator may approve the suspension of some of the Policy provisions, but there may still be IRS tax consequences associated with vehicle use and fuel.

III. Computation of Imputed Income and Tax Methods

A. There are three provisions in the Vehicle Policy that could mandate imputed income for employees: 1. A vehicle is assigned to an employee and the employee has personal use of the vehicle. 2. An employee may have a vehicle available to them. 3. An employee receives a vehicle allowance.

B. Employees with an assigned vehicle shall receive imputed income and have tax withheld for use of a County vehicle. The Fair Market Value (FMV) is based upon the amount it would cost to purchase the assigned vehicle from a third party. The FMV is applied to a table provided by the IRS to calculate imputed income. Fuel is also taxed at 5.5% or the current rate set forth in IRS Publication 15-B, if greater, for all miles driven as based upon the odometer reading.

C. Vehicles that are not assigned, but are used by ~~Bureau~~ Department employees should record miles driven as directed by the ~~Bureau Chief~~ Department/Division Director. Should the employee's use of these vehicles be for a personal purpose, then these miles shall be forwarded to the Payroll Department along with all appropriate employee information and these miles will be taxed at the standard mileage rate set forth in IRS Publication 15-B for the current calendar year.

D. County Administrator, County Attorney, ~~Bureau Chief~~ Department/Division Directors, or Deputy ~~Bureau Chief~~ Department/Division Directors that receive a vehicle allowance in lieu of an assigned vehicle shall have the entire amount included as taxable income.

E. The mileage logs, maintenance records, and the vehicle are subject to audit by the Clerk of of the Court and the IRS

Committee of the Whole **12.**

Meeting Date: 04/13/2017

Issue: Escambia Treating Site

From: Amy Lovoy, Assistant County Administrator

Information

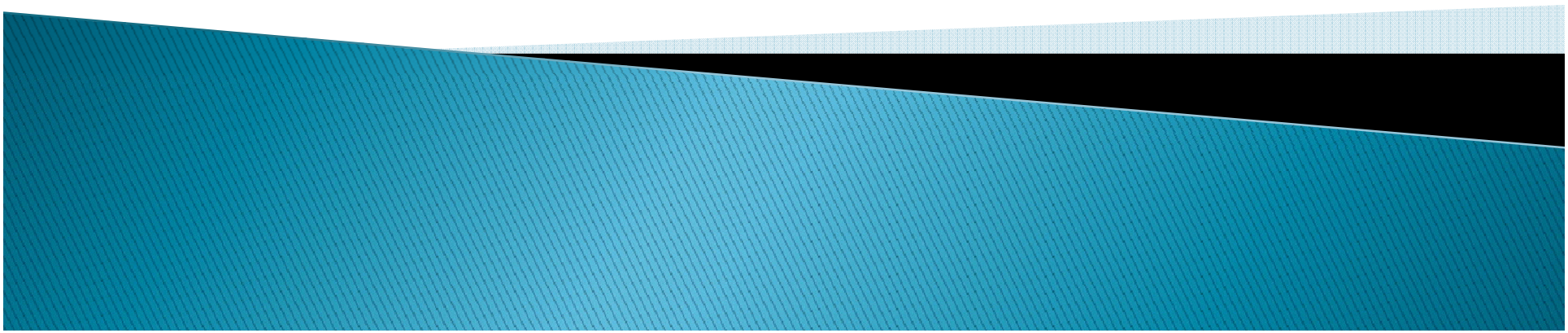
Recommendation:

Escambia Treating Site
(Amy Lovoy - 45 min)
A. Board Discussion
B. Board Direction

Attachments

Midtown Commerce Park

Midtown Commerce Park



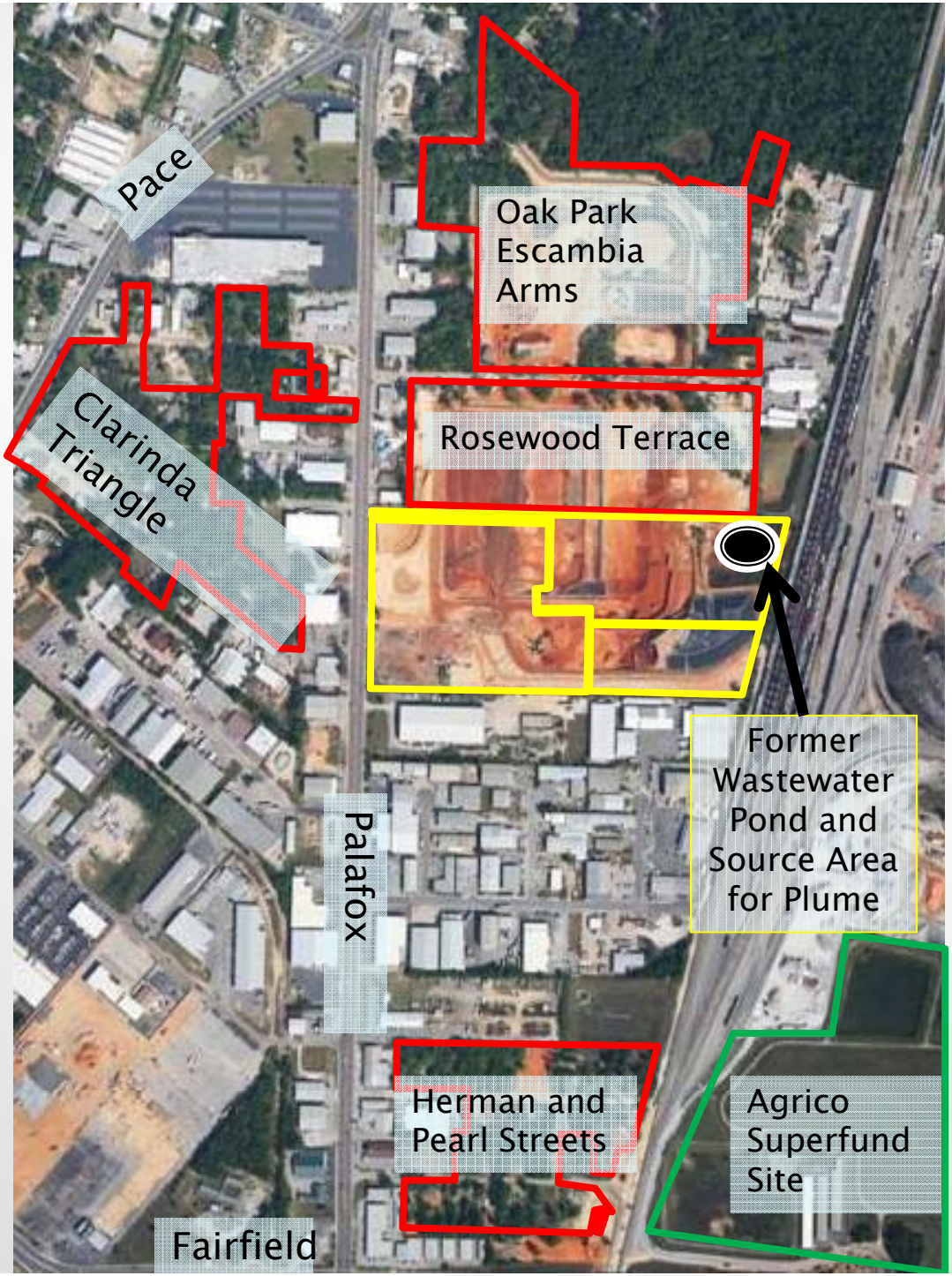
History

- Is a remediated superfund site located near 3910 N Palafox Street just north of Fairfield.
- The site is an abandoned wood preserving facility that operated from 1942 to 1982. The operation of this facility resulted in extensive creosote, pentachlorophenol (PCP) and dioxin contamination in the soil and groundwater.
- The Environmental Protection Agency (EPA) and the Florida Department of Environmental Protection (FDEP) conducted a remedial action that included soil cleanup and neighborhood relocation that was finally competed in 2010.

Specifications

- Total site comprises almost 99 acres.

- A 15 acre parcel is currently owned by the City of Pensacola. This parcel escheated to the County, and the Board transferred ownership of this parcel to the City several years ago.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Superfund
Site
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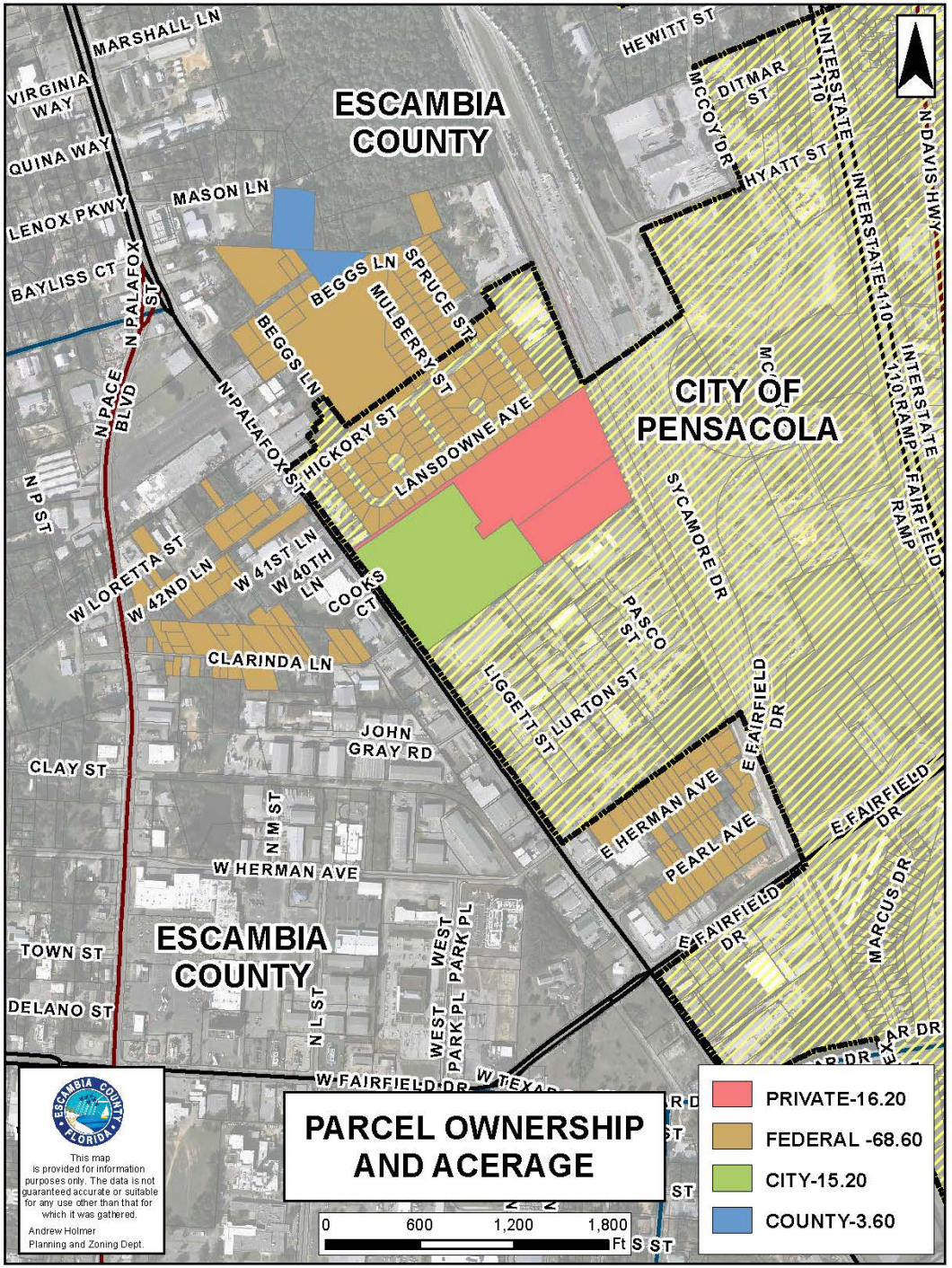
ESCAMBIA COUNTY
CITY OF PENSACOLA
ESCAMBIA COUNTY
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QUINA WAY
LENOX PKWY
BAYLISS CT
MASON LN
BEGGS LN
SPRUCE ST
MULBERRY ST
N PALAFOX ST
N PACE BLVD
HICKORY ST
LANSDOWNE AVE
HEWITT ST
MCCOY DR
DITMAR ST
HYATT ST
INTERSTATE 110
INTERSTATE 110 RAMP
N DAVIS HWY
FAIRFIELD RAMP
SYCAMORE DR
PASCO ST
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CLARINDA LN
JOHN GRAY RD
CLAY ST
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DELANO ST
N L ST
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PARCEL OWNERSHIP AND ACERAGE
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FEDERAL -68.60
CITY-15.20
COUNTY-3.60
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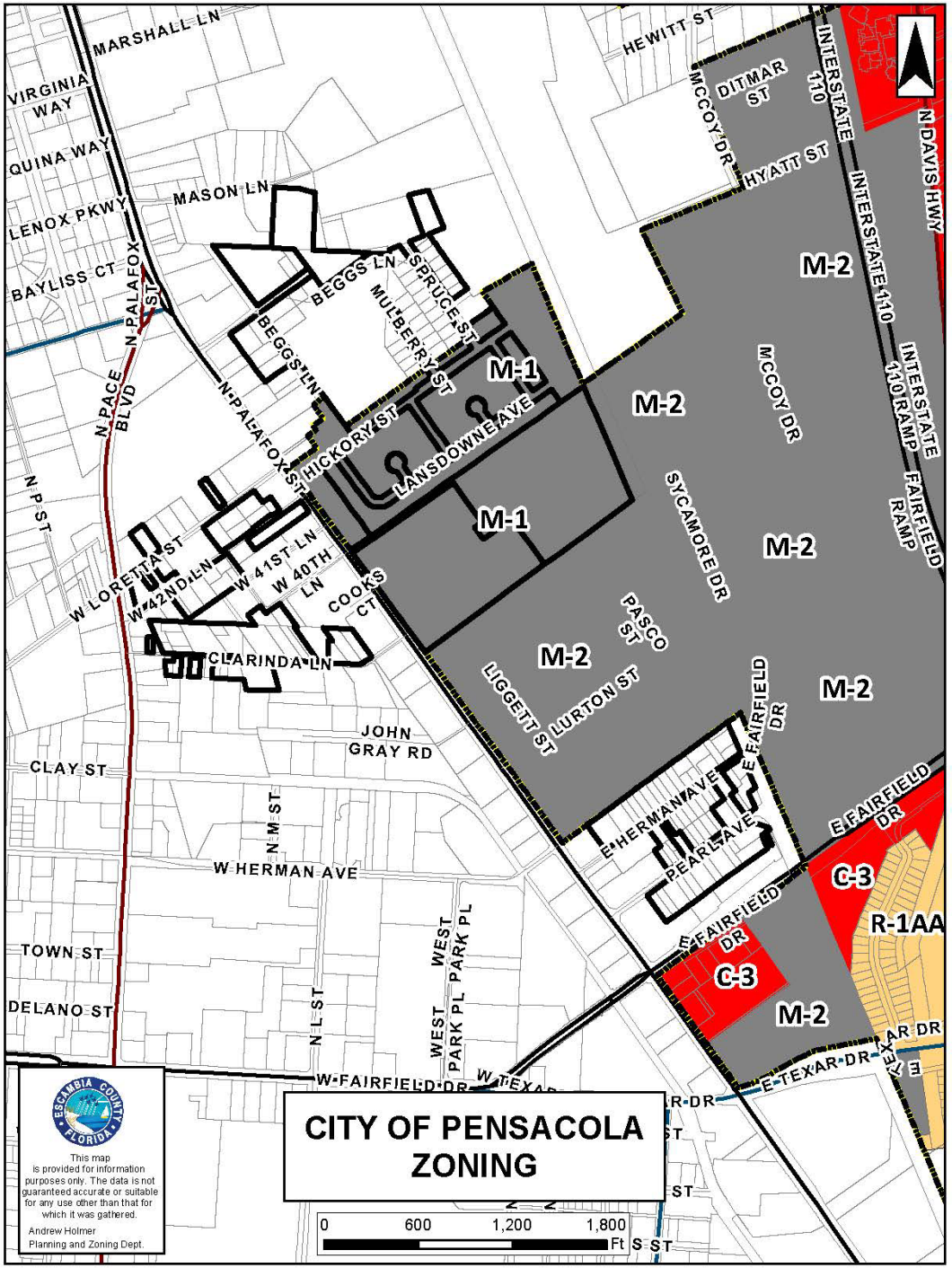
This map is provided for information purposes only. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.
Andrew Holmer
Planning and Zoning Dept.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CITY OF PENSACOLA
ZONING
ESCAMBIA COUNTY FLORIDA
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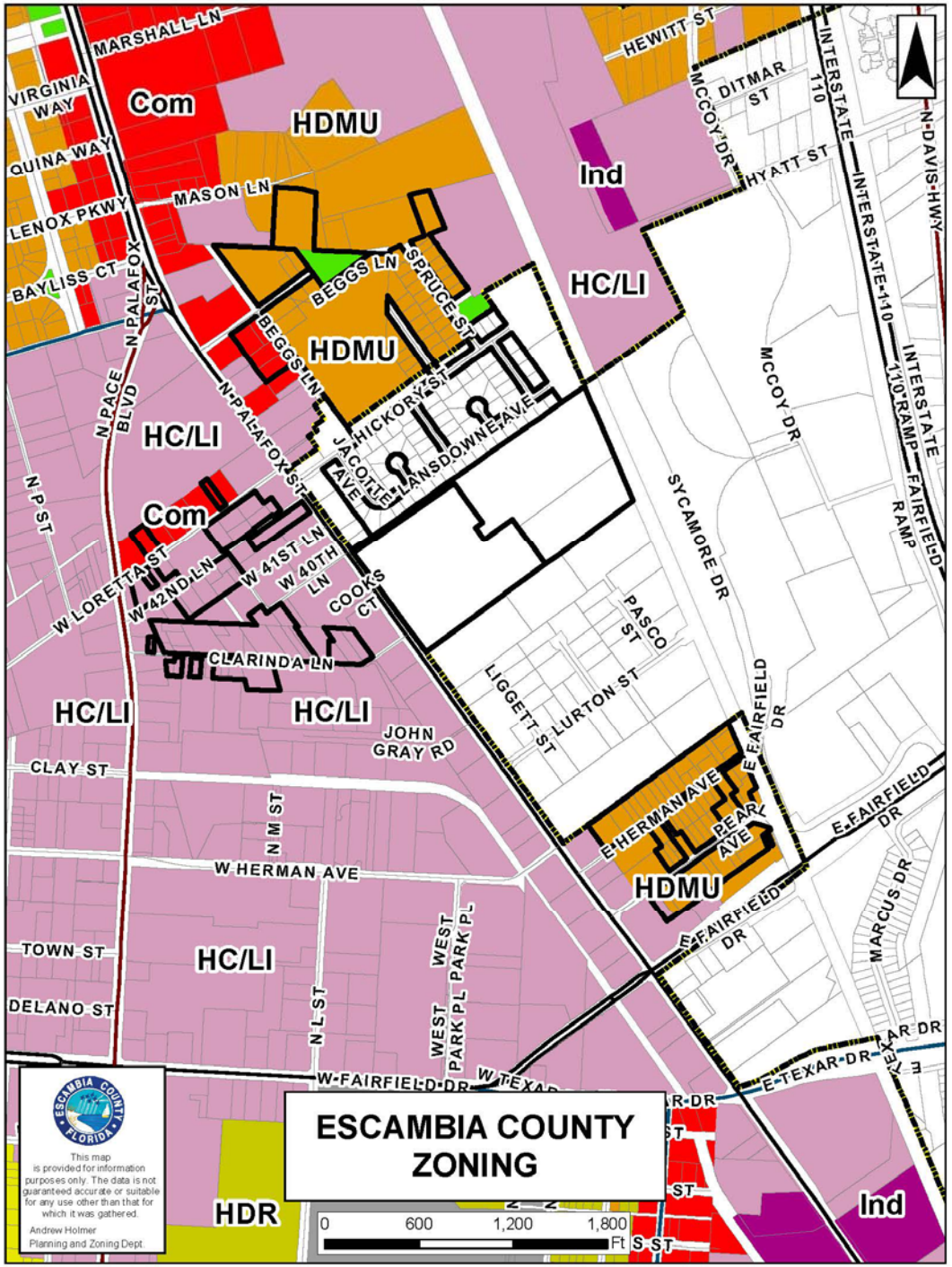
Andrew Holmer
Planning and Zoning Dept.


ESCAMBIA COUNTY ZONING
Com
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HDR
Ind
MARSHALL LN
VIRGINIA WAY
QUINA WAY
LENOX PKWY
BAYLISS CT
MASON LN
BEGGS LN
N PALAFOX ST
N PACE BLVD
N P ST
W LORETTA ST
W 42ND LN
W 41ST LN
W 40TH LN
COOKS CT
CLARINDA LN
JACOTTA AVE
HICKORY ST
LANSDOWNE AVE
SPRUCE ST
HEWITT ST
MCCOY DR
DITMAR ST
HYATT ST
INTERSTATE 110
INTERSTATE 110 RAMP
FAIRFIELD DR
N DAVIS HWY
SYCAMORE DR
PASCO ST
LURTON ST
LIGGETT ST
E FAIRFIELD DR
E HERMAN AVE
PEARL AVE
JOHN GRAY RD
CLAY ST
N M ST
W HERMAN AVE
TOWN ST
DELANO ST
N L ST
WEST PARK PL
W FAIRFIELD DR
E TEXAR DR
MARCUS DR
0 600 1,200 1,800 Ft
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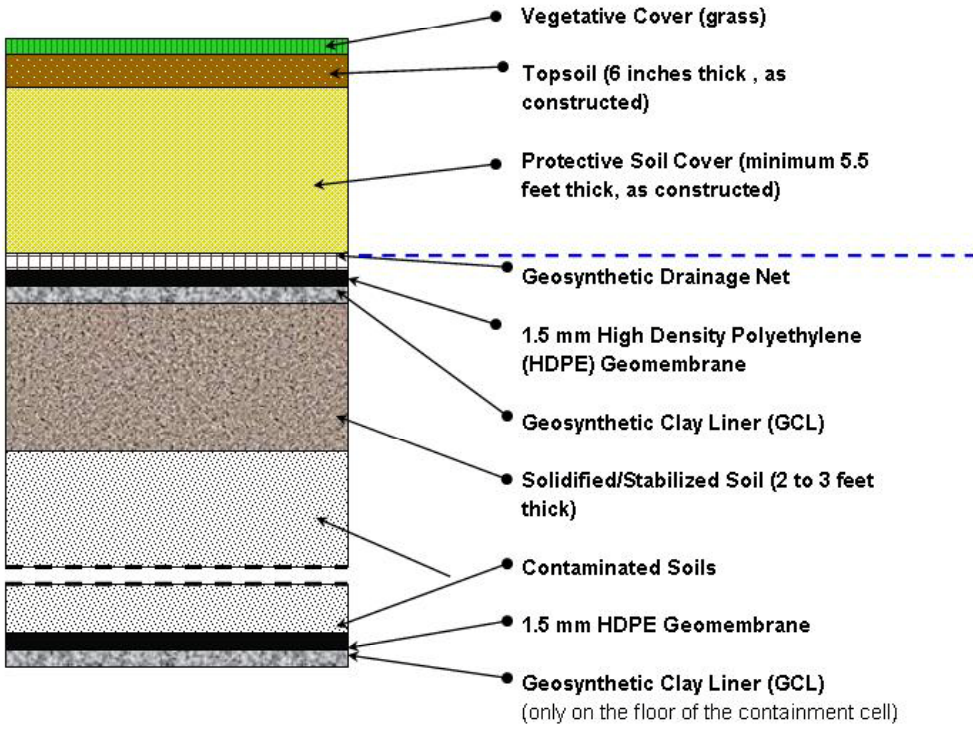
Andrew Holmer
Planning and Zoning Dept

Contaminants and Structure of the Cap



Contaminants of Concern addressed as OU-1

- Polycyclic Aromatic Hydrocarbons (PAH)
- Pentachlorophenols (PCP)
- Dioxin
- Creosote

O&M Requirements

- Final Operation & Maintenance plan was adopted by U.S. EPA in March 2012. O&M activities are currently ongoing.

- The primary goal of O&M activities is to protect the containment cell and liner system during future reuse or redevelopment of the site. Protection of the containment cell and liner system will ensure the site remains protective of human health and the environment. Key elements of the O&M plan include the following:
    - Inspections of stormwater management & subsurface drainage systems
    - Inspections of soil cover system
    - Maintenance of site vegetation (mowing)
    - Groundwater sampling & analysis
    - Leachate sampling, analysis, treatment & disposal
    - Site security & fence maintenance
    - Enforcement of institutional controls during/following redevelopment

- The owner of the property will assume responsibly for the implementation of the O&M plan and related costs under the property transfer proposal. However, the State of Florida will remain ultimately responsible for its statutory and contractual O&M obligations.

- Some aspects of the O&M plan are expected to decrease in frequency over time. Others may eventually be able to be eliminated from the plan with written consent from the U.S. EPA. O&M of institutional controls required to safeguard the on-site waste containment system will be required indefinitely.

O & M Requirements

- If FDEP and EPA change the O&M requirements without the owner's consent that results in a cost increase annually of $50,000 or greater, FDEP agrees to share equally in the increased costs for a period of 5 years.

- If damage occurs to the liner under the cap, FDEP and the owner would equally share the costs to repair it.

O&M Estimated Costs

- FDEP has provided a 30-year cost estimate for O&M activities based on the current level of effort and actual costs.

- A reduction in overall O&M costs could be realized by completing certain required activities in-house, such as stormwater & drainage inspections, vegetative maintenance (mowing), security & fence maintenance, groundwater monitoring, and leachate monitoring.

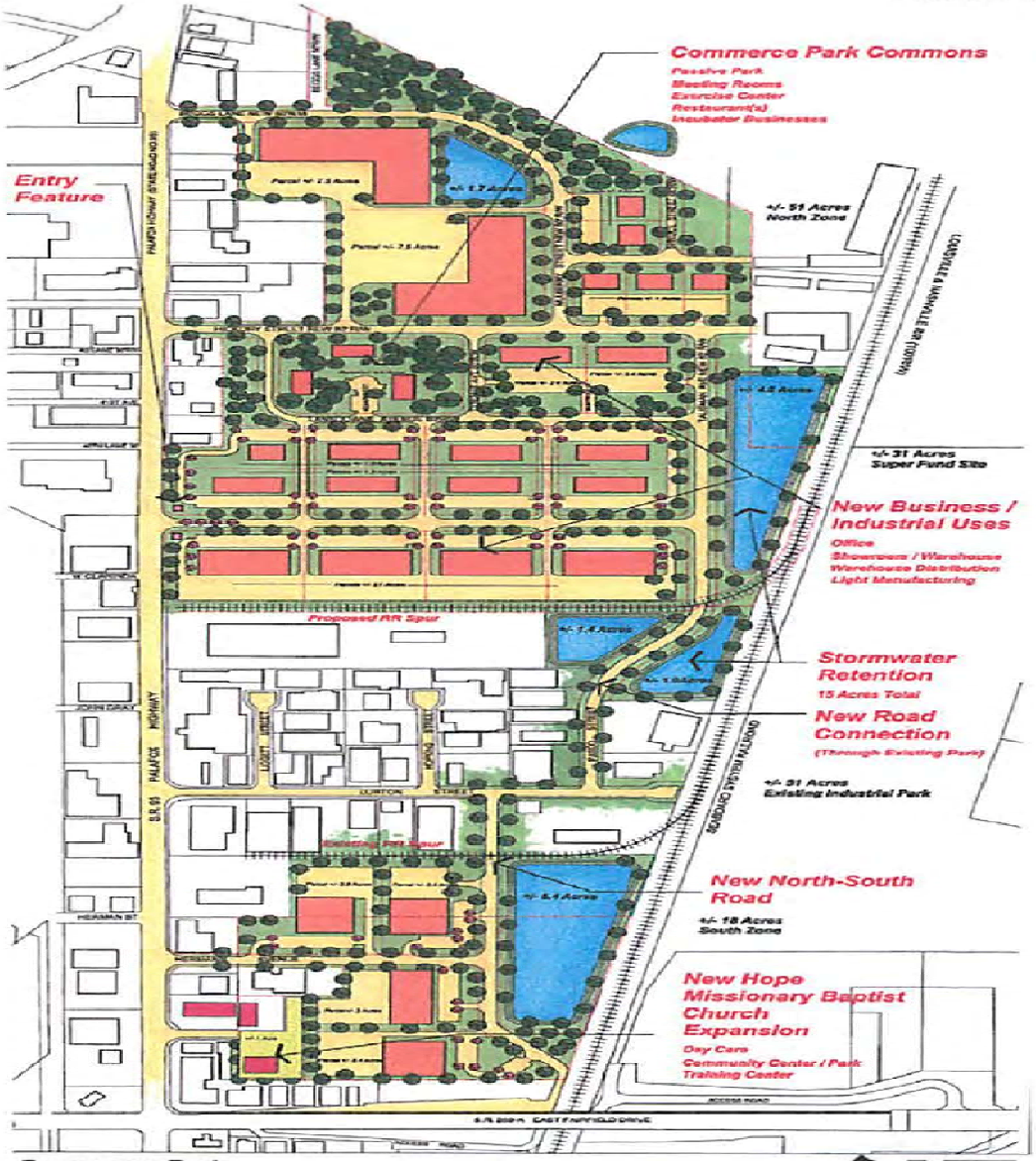
O&M Category	FDEP Cost Estimate	Escambia County including Loaded Wages	Escambia County minus Loaded Wages
Maintenance	$17,900	$12,600	$5,200
Inspections & Operations	$18,800	$9,200	$5,100
Monitoring	$5,900	$3,300	$2,300
Estimated Average Yearly Cost	$42,600	$25,100	$12,600

Master Plan

- In 2000 the County contracted to have a master plan for this commerce park developed.

- Based on stakeholder input this plan focused on developing an eco-industrial park for the following targeted industries:
  - Information Technology
  - Industrial Services
  - Health & Medical Technology
  - Silicon Technology
  - Transportation Equipment

Figure 2


Commerce Park Commons
Passive Park
Meeting Rooms
Exercise Center
Restaurant(s)
Incubator Businesses
Entry Feature
+/- 51 Acres North Zone
+/- 31 Acres Super Fund Site
New Business / Industrial Uses
Office
Showroom / Warehouse
Warehouse Distribution
Light Manufacturing
Proposed RR Spur
Stormwater Retention
15 Acres Total
New Road Connection
(Through Existing Park)
+/- 31 Acres Existing Industrial Park
New North-South Road
+/- 18 Acres South Zone
New Hope Missionary Baptist Church Expansion
Day Care
Community Center / Park
Training Center
Commerce Park
Palafox Corridor Redevelopment
Community Redevelopment Agency
Neighborhoods and Environmental Services Department
Escambia County, Florida
Master Plan
9/26/2000

Economic Impact

- Based on the master plan, a economic impact study was completed in 2003.
- The findings of this study included:
  - At 100% development the park would support 1,714 jobs working in light manufacturing, wholesale trade and business service industries
  - A fully developed commerce park will generate $32 million in federal taxes, $10 million in state taxes and $4.4 million in local tax revenues.

Build-Out Year	Jobs	Direct Spending
3	391	$55,000,000
7	1,371	$219,000,000
10	1,714	$274,000,000

Windfall

- Should the County or City obtain ownership of the property; then sell the property. Some or all proceeds from the sale of the property would be owed to the federal government to offset costs of the clean up.

- Should either the County or City retain ownership but lease the property the lease proceeds could be retained and used to pay the costs associated with maintenance and upkeep of the site.

Taxability

- Generally, County owned property is immune from taxation unless equitable ownership is conveyed in the lease.

- If a City owns the property and leases it, there is a potential that portions or all of the lease(s) would be taxable. To be exempt from taxation City owned property must be used for public purpose.

City's Response to Questions

- Based on the City's charter formal action of the City Council would be required to solidify the City's position; however the Mayor's recommendation to the Council on the questions posed by the County are as follows:

City's Response to Questions

- Question: Would the City be willing to split ownership of the site with the County taking the parcels located west of Palafox?

- Answer: The Mayor's Office would not recommend that the City take ownership of the site or split ownership of the site.

City's Response to Questions

- Question: If the County took possession of the Escambia Treating Site, would the City be willing to de-annex the portions of the site currently under the jurisdictional control of the City?

- Answer: The Mayor's Office would recommend that the City de-annex the site currently under the City's jurisdictional control with the exception of the existing commerce park consisting of Lurton St. Liggett St., Hopkins St. and Pasco St.

City's Response to Questions

- Question: Would the City also agree not to annex any portions of the site after development?

- Answer: It would be easier for the Mayor's Office to recommend if there was a time limit on the agreement. The Mayor's Office would not recommend an agreement that would bind the City in perpetuity.

City's Response to Questions

- Question: Will the City agree to deed back to the County the parcel located on the site (i.e. parcel number 052S301001002017)?

- Answer: The Mayor's Office would recommend that Council approved deeding the city-owned parcel on the site back to the County.

City's Response to Questions

- Question: Would the City be willing to financially contribute to the development of the site?

- Answer: Absent additional details about the plan for development of the site that show a quantifiable public benefit to city residents, the Mayor's Office would not recommend the city commit to contributing financially to the development of the site.

Ownership and Jurisdiction

Jurisdiction	Ownership	City Taxes*	County Taxes*	Impact to TIF	Leases
Joint	County	No	No	None	Yes
Joint	City	Yes on Part	Yes	Positive	Yes
Joint	3rd Party	Yes on Part	Yes	Positive	No
City	County	No	No	None	Yes
City	City	Yes	Yes	Negotiated	Yes
City	3rd Party	Yes	Yes	Negotiated	No
County	County	No	No	None	Yes
County	City	No	Yes	Positive	Yes
County	3rd Party	No	Yes	Yes	No

Decision Matrix

- Does the Board want to take possession of all or part the site?
  - If the Board wants to take possession of only a portion, which portion?
- Does the Board wish to use the $190,000 allocated in the current LOST to update the Master Plan?
- Does the Board want to develop the property, sell or otherwise convey it to a 3rd party for development?
  - If to a 3rd party, to PEDC or a private 3rd party?
- Does the Board want the development to occur under two sets of jurisdictional controls or a single one (i.e. building codes, land development codes)?
  - If one set of controls, which one?

Decision Matrix

- If the Board wants the County to develop the site, does the Board want to set aside an allocation in LOST IV for this development?

Committee of the Whole **13.**

Meeting Date: 04/13/2017

Issue: Wind Speed Line Designations

From: Tim Tolbert, Building Official/Department Director

Information

Recommendation:

Escambia County Wind Speed Line Designations
(Tim Tolbert - 15 min)
A. Board Discussion
B. Board Direction

Attachments

Wind Speed Line Designation - Slide Presentation
Proposed Wind Speed Lines - Category I
Proposed Wind Speed Lines - Category II & III
Proposed Wind Speed Lines - Category II & III - Health Facilities

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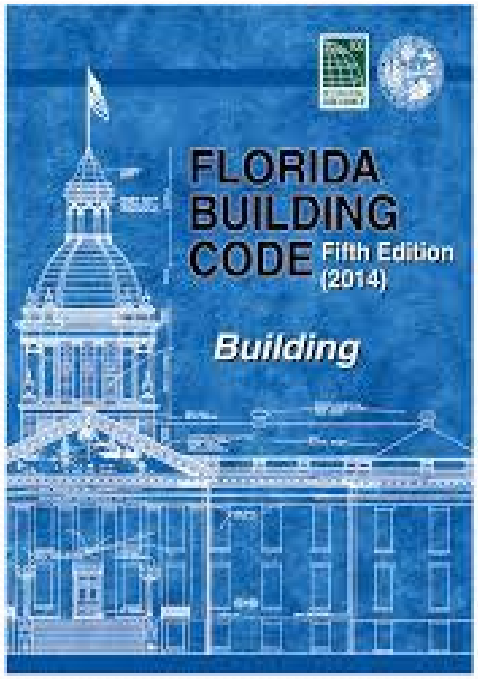
Escambia County
Wind Speed Line Designation

Wind Speed Maps for Escambia County



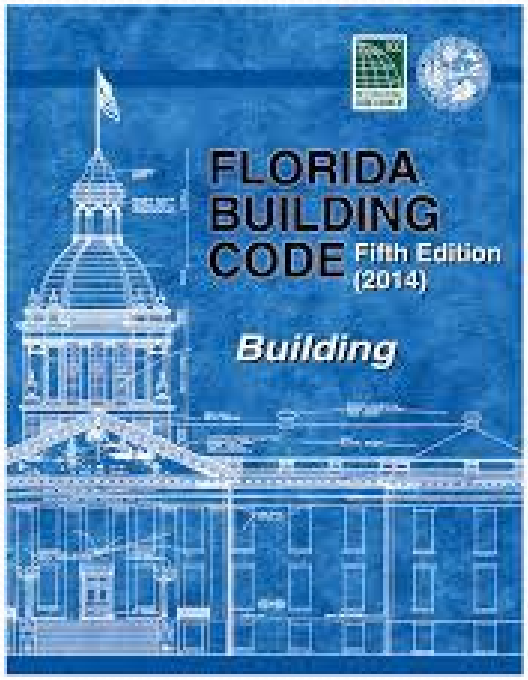
5th edition 2014 Florida Building Code (FBC) Section 1609 establishes wind resistance requirements for buildings and structures

FBC section 1609 changed in the 2010 (FBC) and remains in the current 2014 (FBC)

Earlier method: (V_{asd} nominal design wind speed)

Current method: (V_{ult} ultimate design wind speed)

Wind Speed Maps for Escambia County



FBC section 1609.3 requires local jurisdictions to establish <u>exact locations of wind speed lines by ordinance</u> using physical landmarks such as roads, rivers, canals and alike.

Wind Speed Maps for Escambia County

The 2014 Florida Building Code (FBC) contains 3 different wind speed maps. Each map is based on different risk categories.

Risk categories are related to degree of hazard to human life depending on a structures use or function.

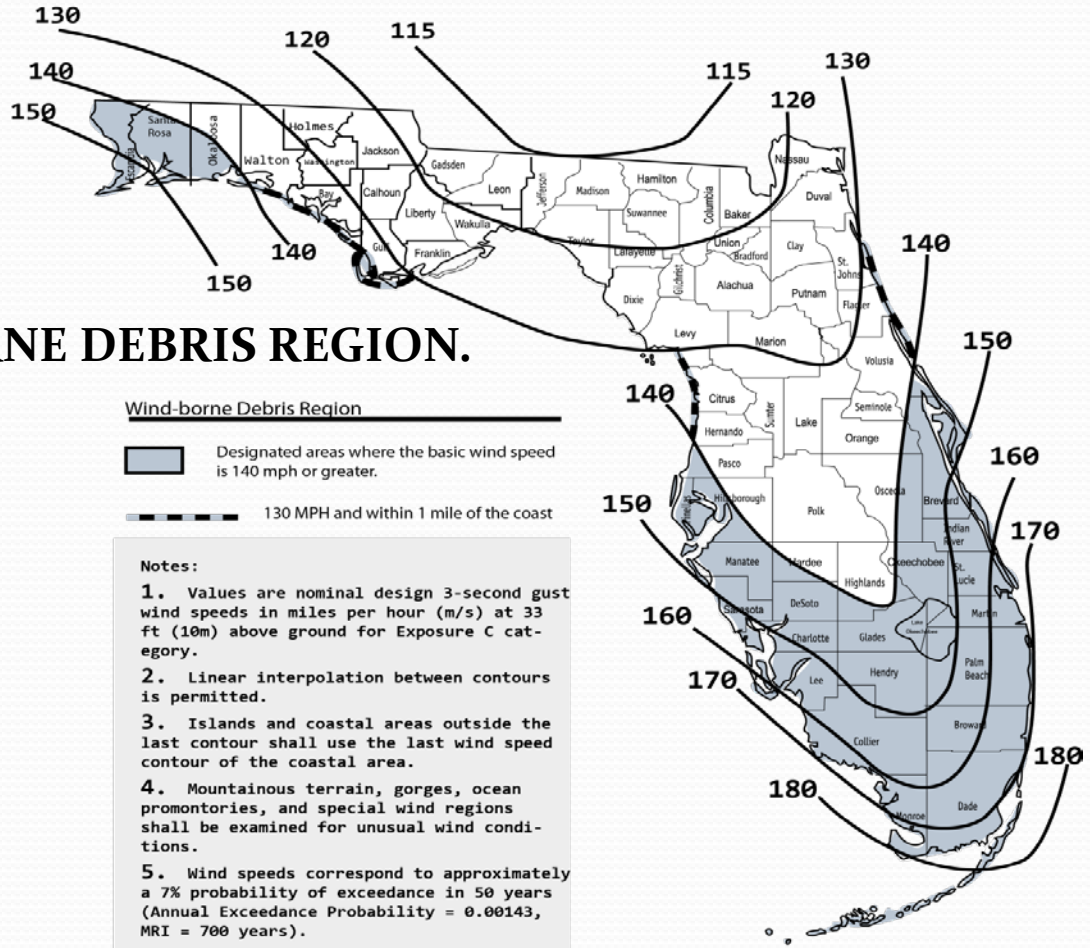
Category I Buildings – Agricultural Building, Temporary Facilities, Screen Enclosures and similar structures. (Low level of hazard to human occupants)

Category II Building – Single Family Homes, Office Buildings, Retail Stores and other similar buildings or facilities. (Moderate level of hazard to human occupants)

Category III Buildings – Public Assembly Buildings with 300 or more, Elementary Schools, Nursing homes 50 or more, Correctional Facilities and other similar buildings or facilities. (High level of hazard to human occupants)

Category IV Buildings – Buildings and Structures designated as essential such as: Hospitals, Fire, Ambulance and Police Stations, Structures for Power Generation and Potable Water operations. (High level of hazard to human occupants)

Wind Speed Maps for Escambia County



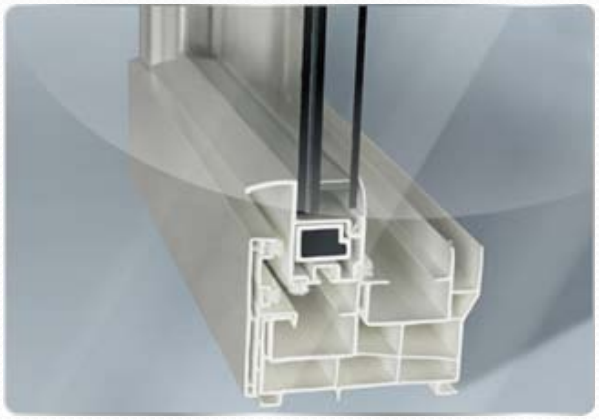
WIND-BORNE DEBRIS REGION.

Figure 1609A Wind-Borne Debris Region, Category II and III
Buildings and Structures except health care facilities

Wind Speed Maps for Escambia County

1609.1.2 Protection of openings.

In *wind-borne debris regions, glazing in buildings shall be impact resistant or protected* with an impact-resistant covering meeting the requirements of an *approved impact-resistant standard*



Wind Speed Maps for Escambia County

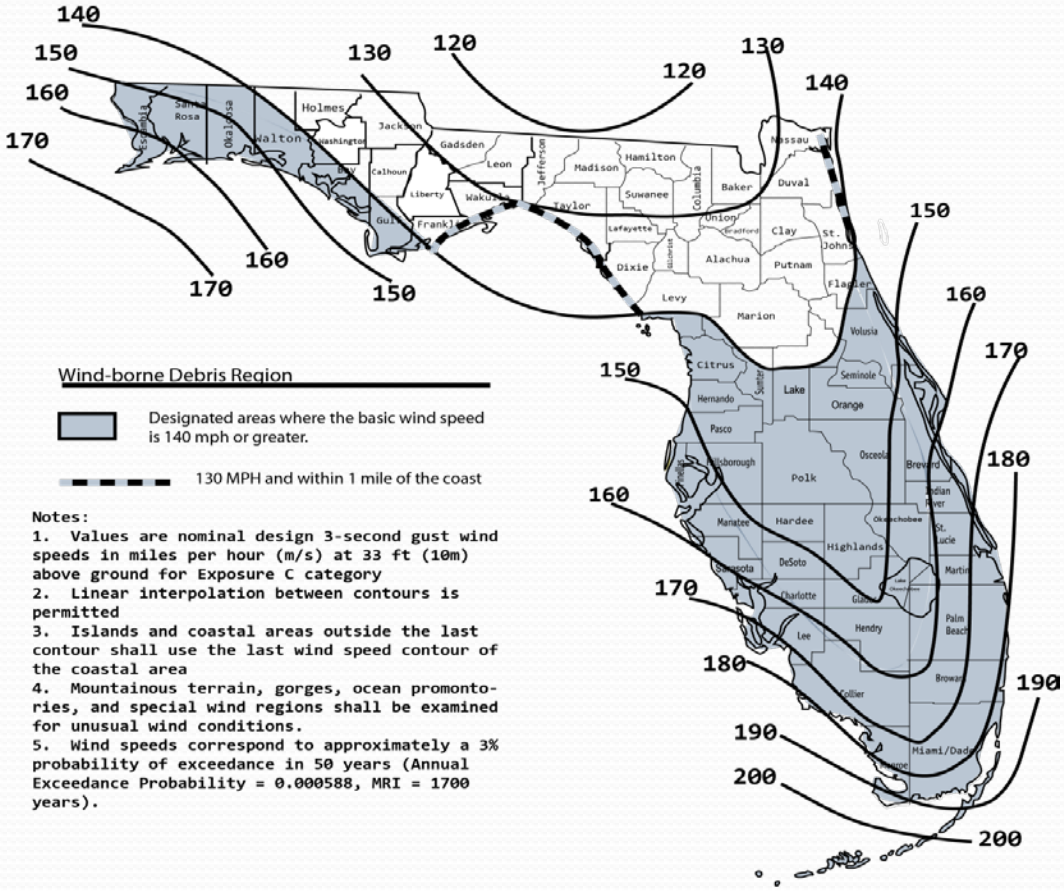
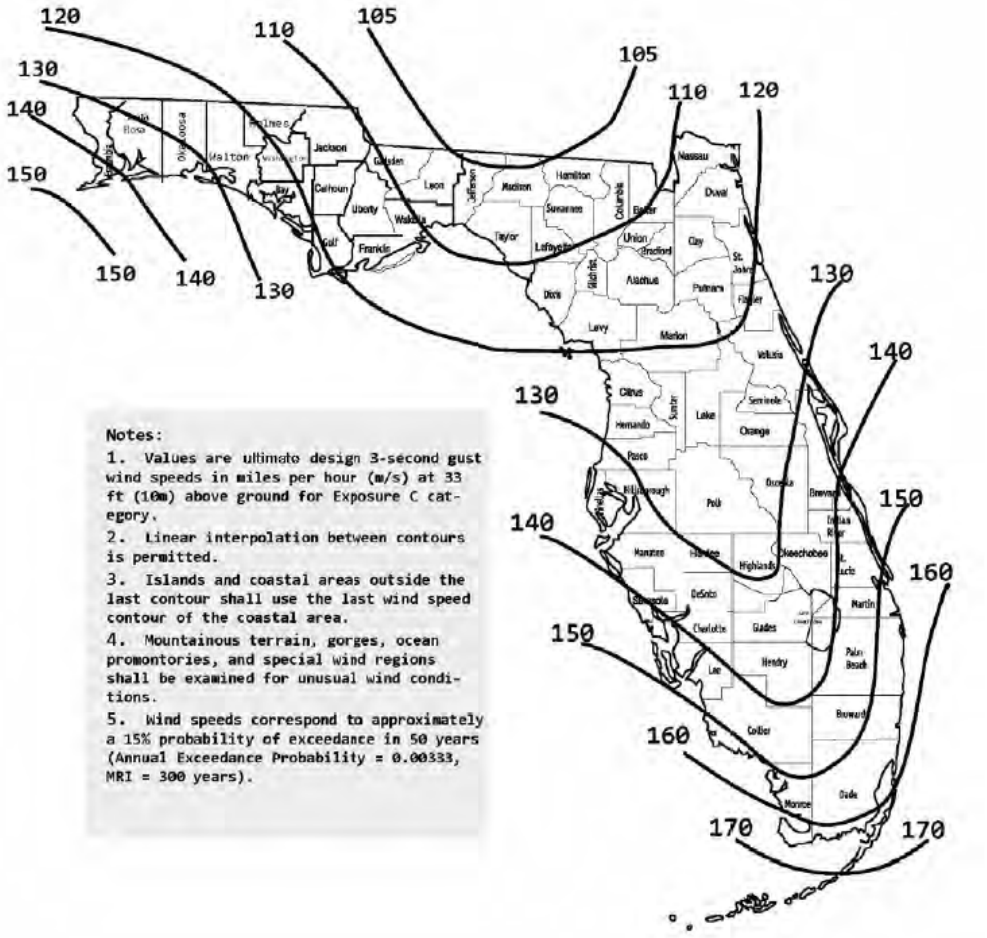


Figure 1609B Risk Category IV Buildings and Structures and Category III healthcare facilities

Wind Speed Maps for Escambia County



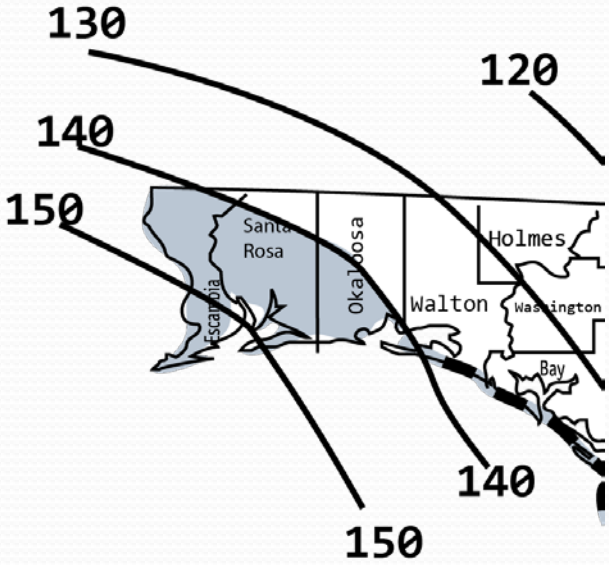
Notes:

1. Values are ultimate design 3-second gust wind speeds in miles per hour (m/s) at 33 ft (10m) above ground for Exposure C category.
2. Linear interpolation between contours is permitted.
3. Islands and coastal areas outside the last contour shall use the last wind speed contour of the coastal area.
4. Mountainous terrain, gorges, ocean promontories, and special wind regions shall be examined for unusual wind conditions.
5. Wind speeds correspond to approximately a 15% probability of exceedance in 50 years (Annual Exceedance Probability = 0.00333, MRI = 300 years).

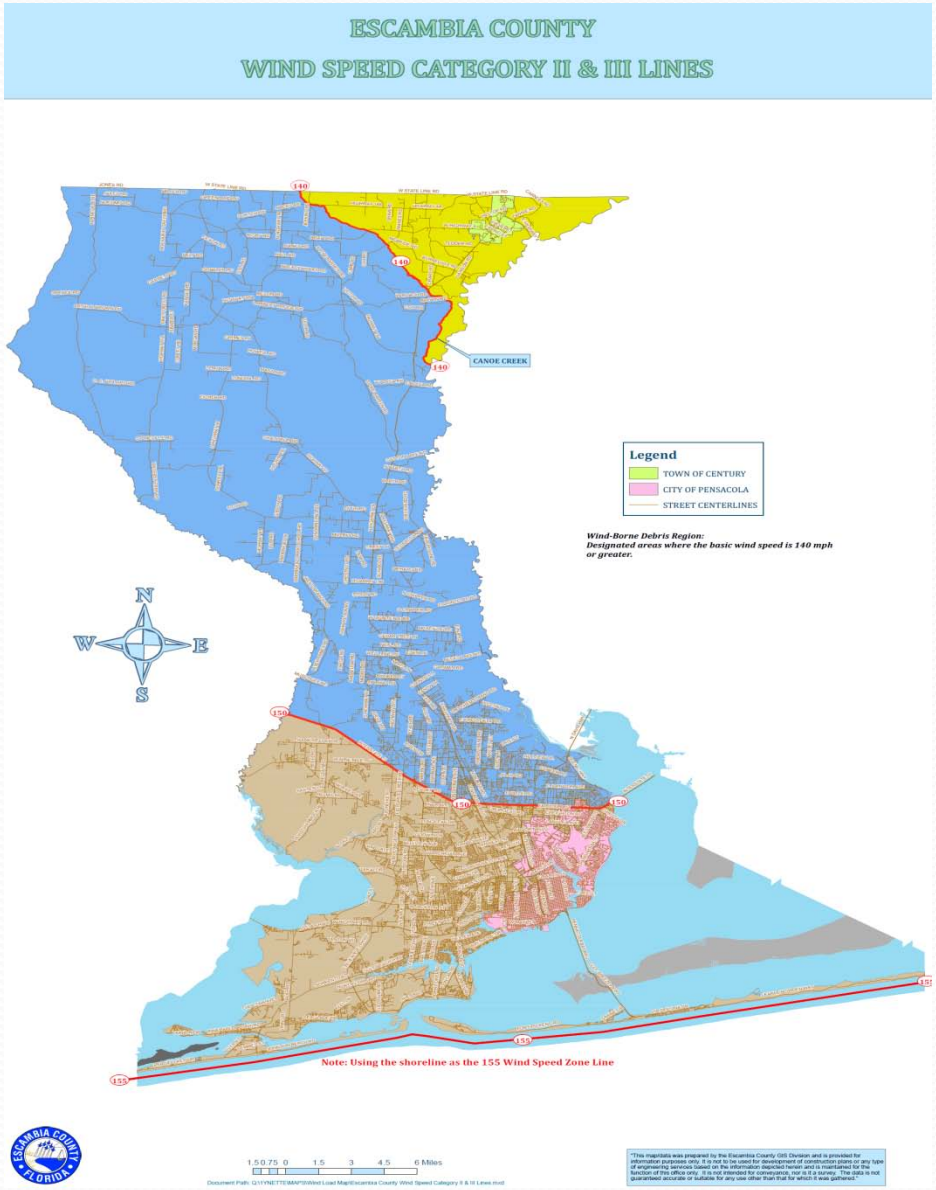
FIGURE 1609C
ULTIMATE DESIGN WIND SPEEDS, V_{ULT}, FOR RISK CATEGORY I BUILDINGS AND OTHER STRUCTURES

Wind Speed Maps for Escambia County

Category II & III Single Family Homes, Office Buildings, Retail Stores, Assembly Occupancies and other similar buildings.
Excluding Healthcare facilities

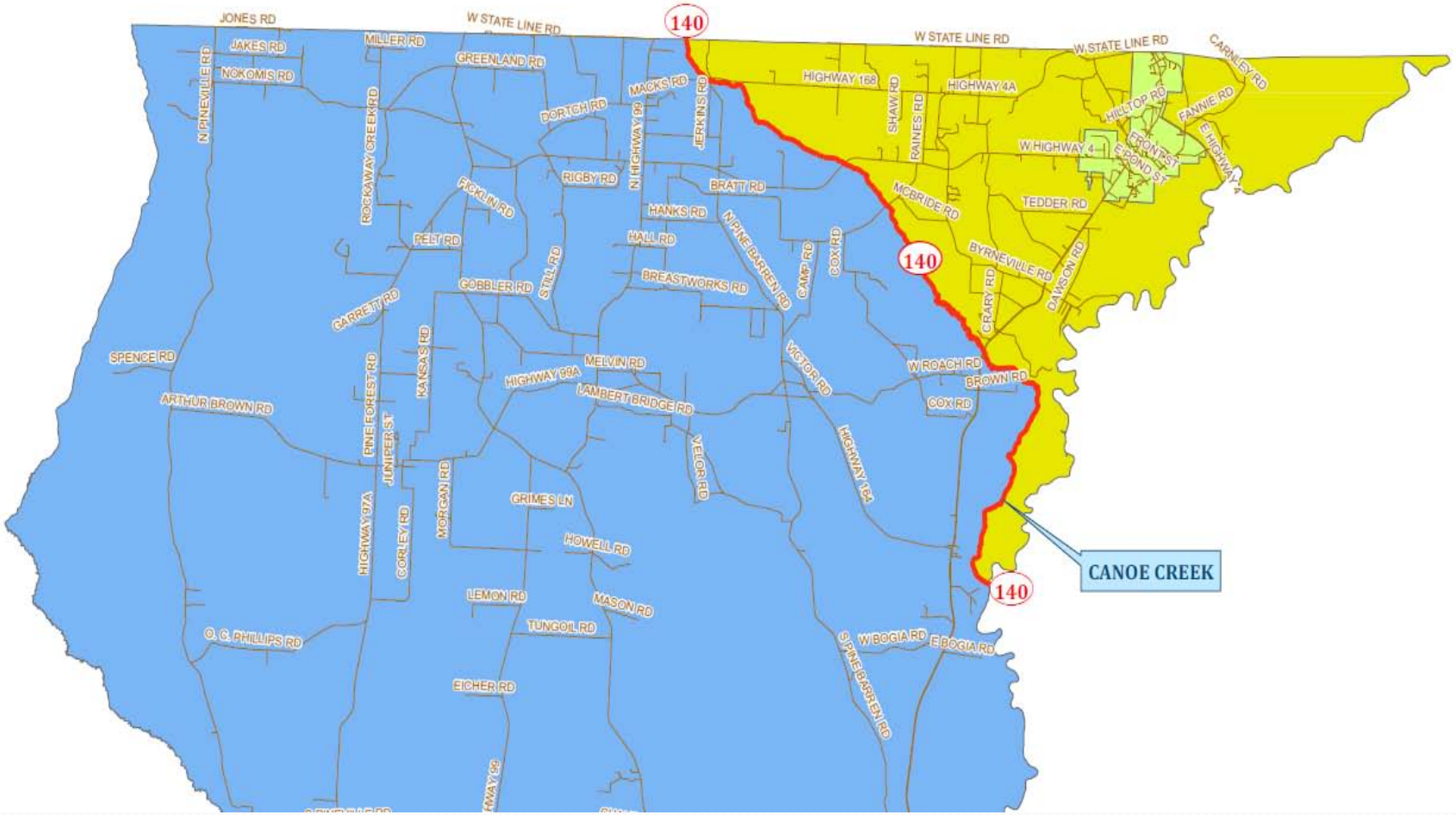


Wind Speed Maps for Escambia County



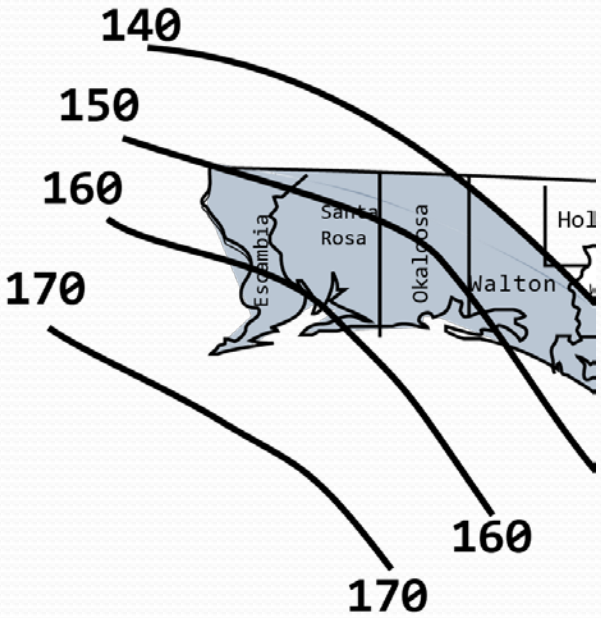
Wind Speed Maps for Escambia County

WIND-BORNE DEBRIS REGION

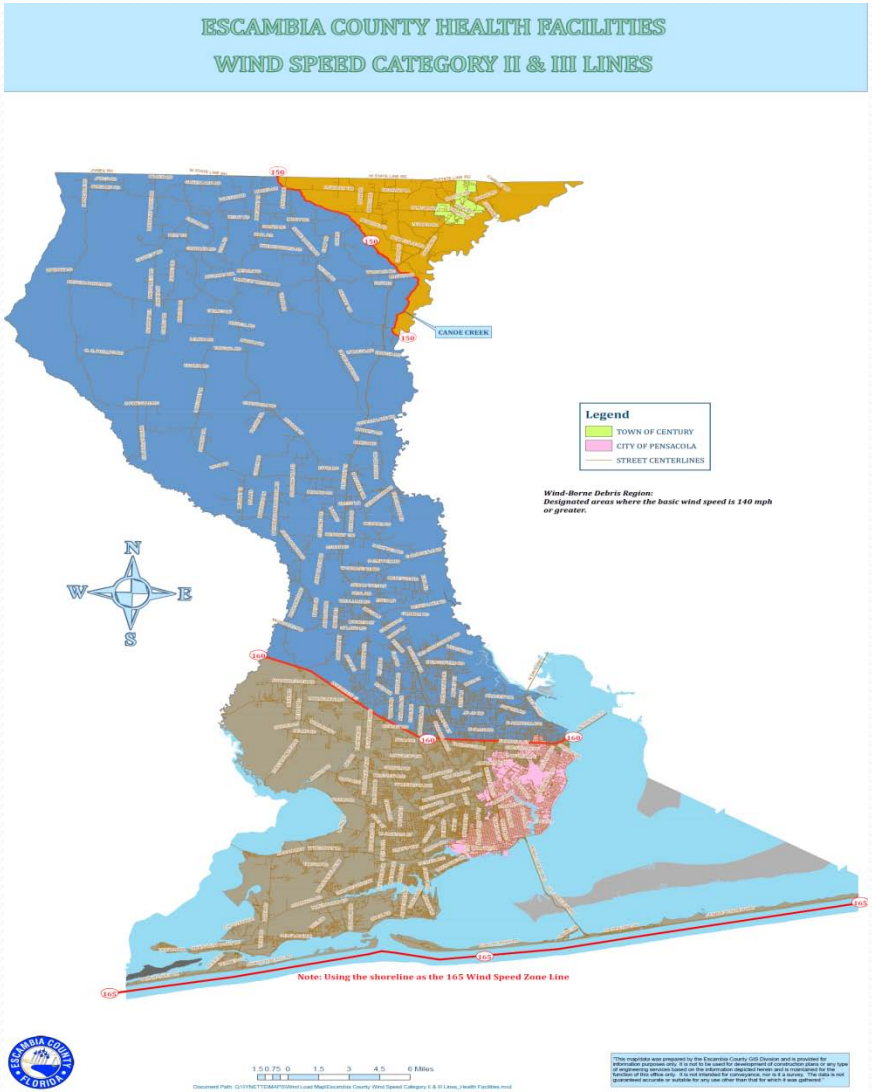


Wind Speed Maps for Escambia County

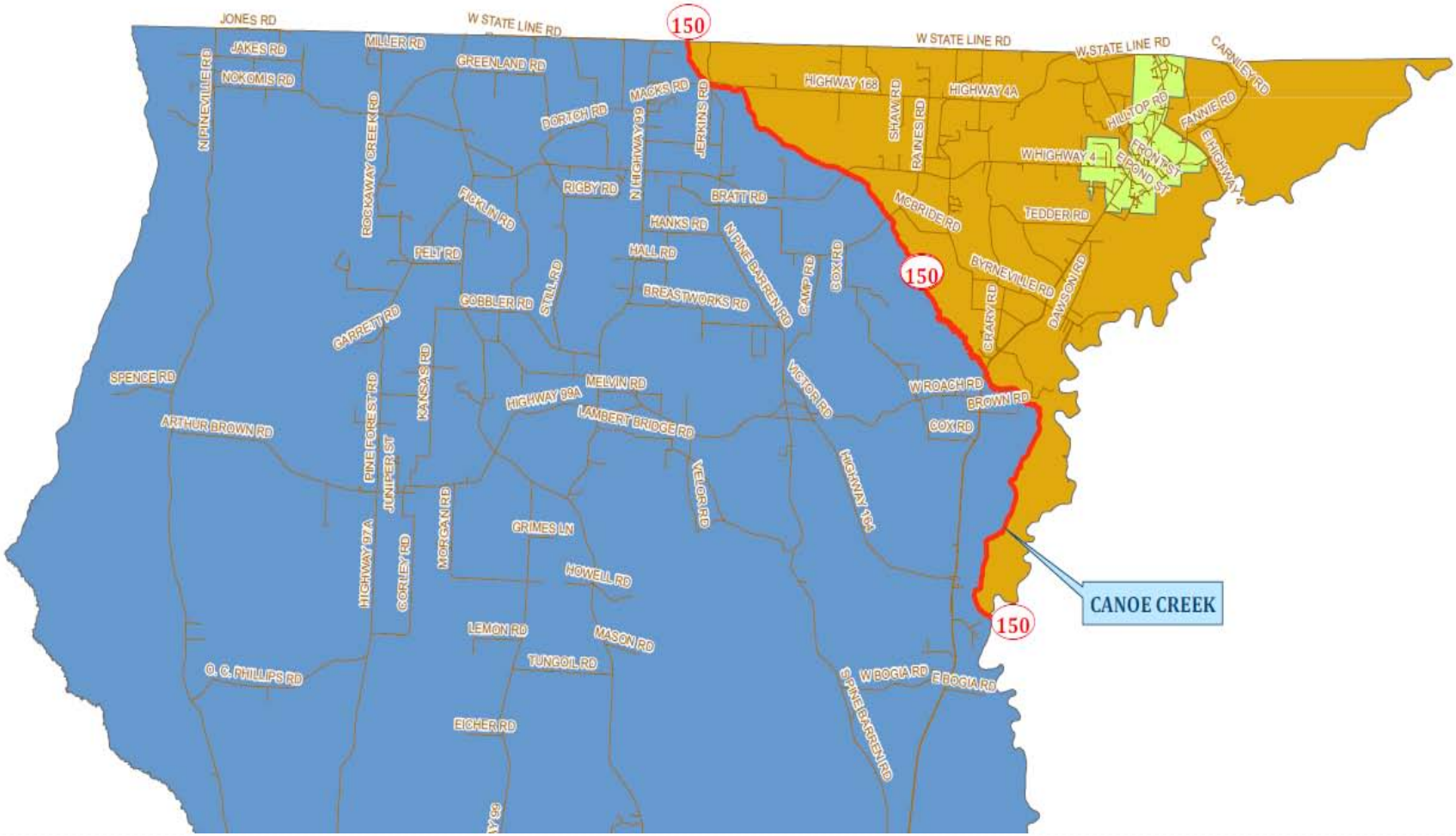
Category III & VI



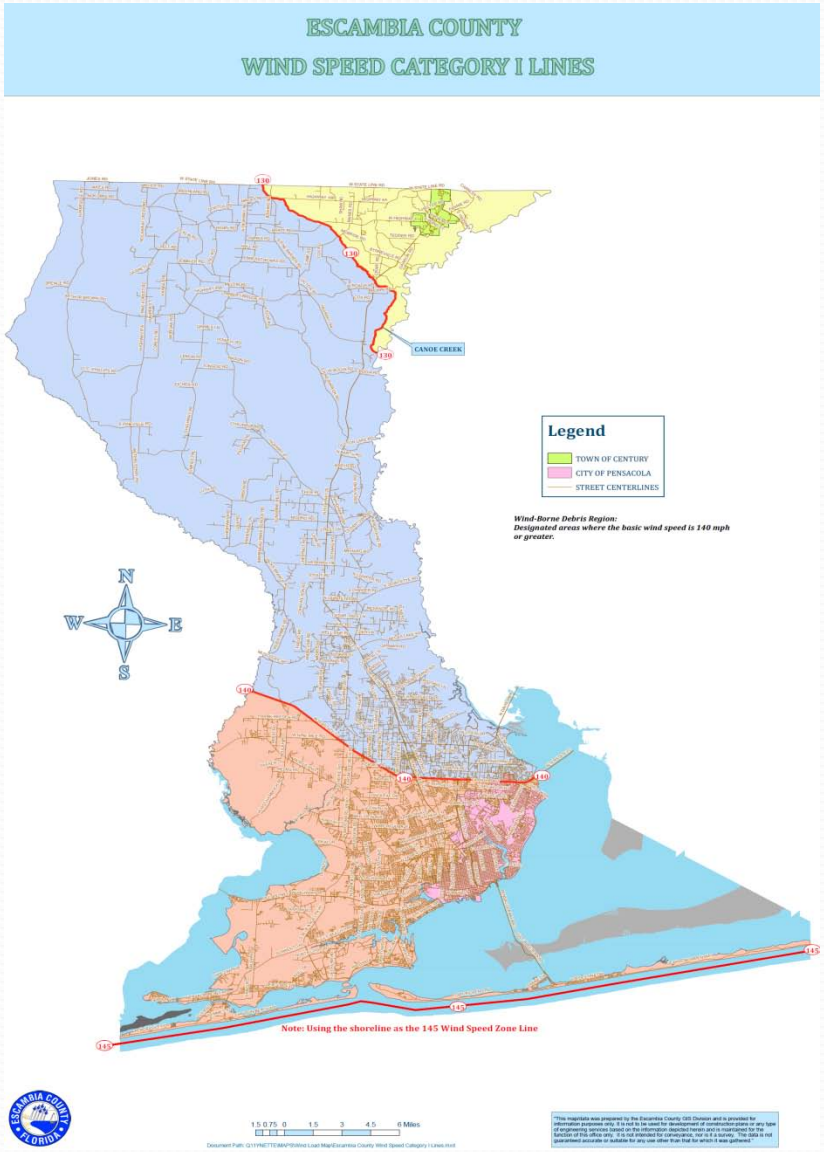
Wind Speed Maps for Escambia County



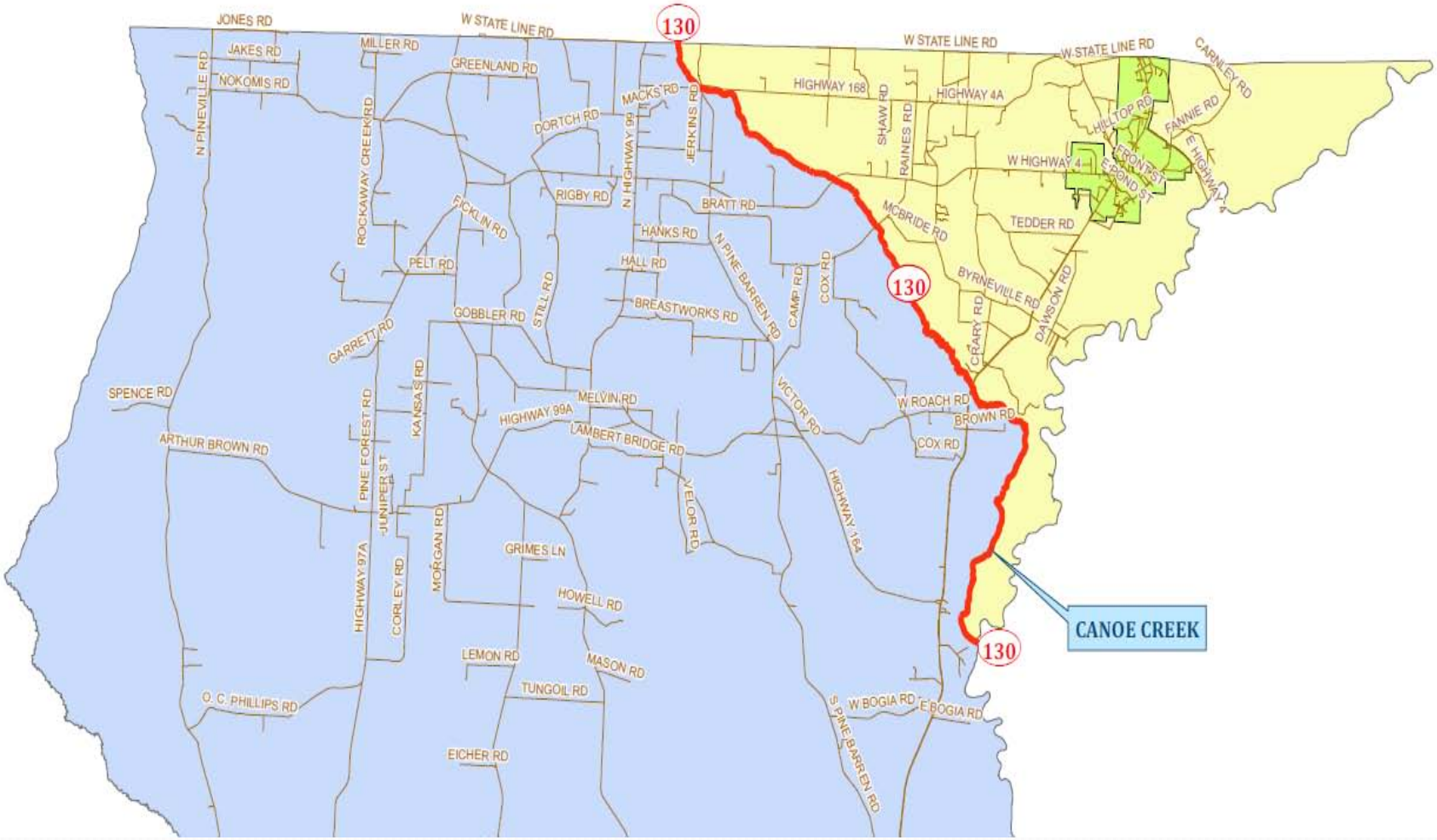
Wind Speed Maps for Escambia County



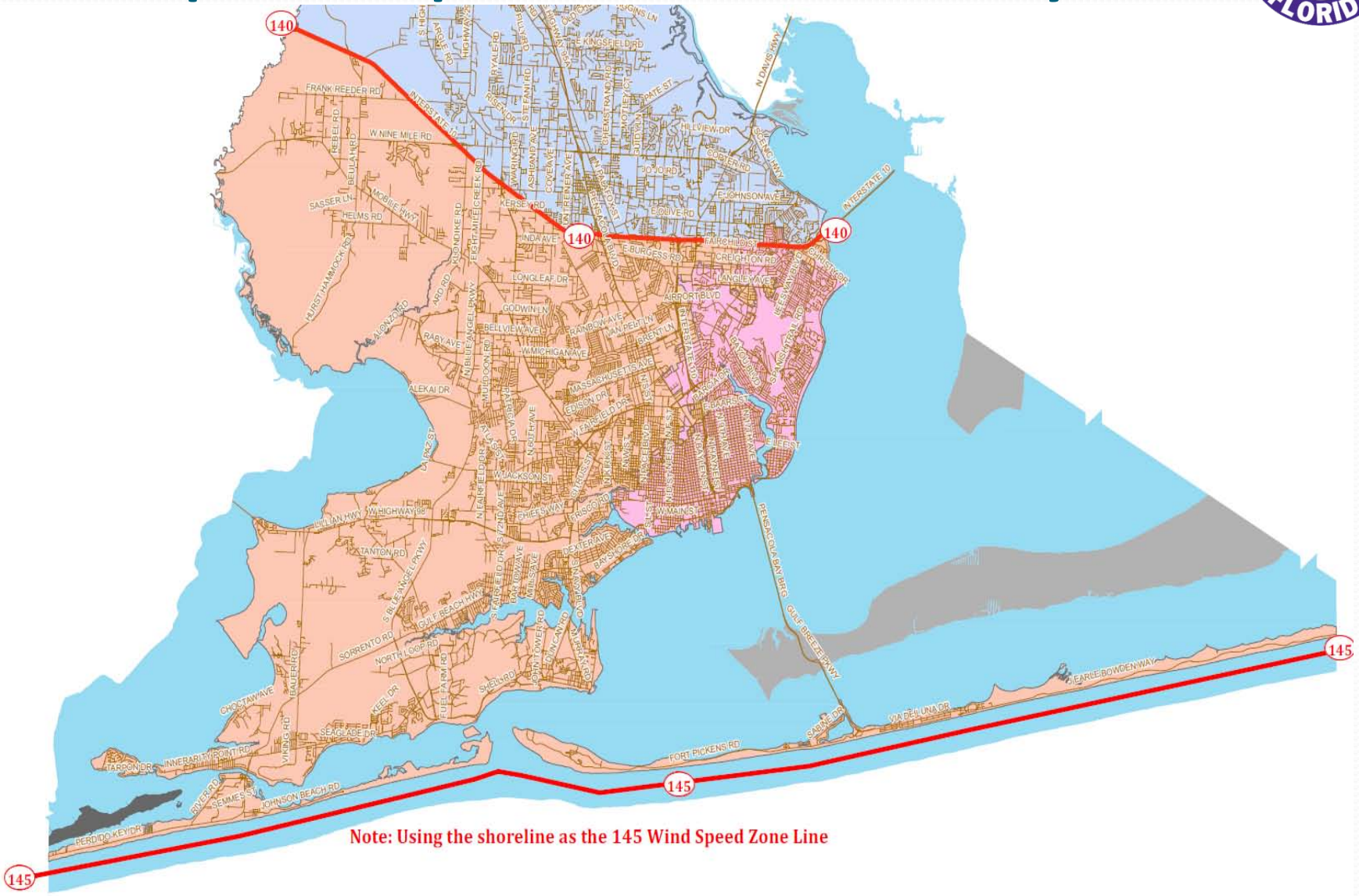
Wind Speed Maps for Escambia County



Wind Speed Maps for Escambia County



Wind Speed Maps for Escambia County



Wind Speed Maps for Escambia County

Design Pressure differences

City	V ASCE 7-05/2007 FBC	V ASCE 7-10 (est.)	Percent Difference in Comparable Design Pressures	
			Exp B Inland	Exp D[2,3] Coastal
Pensacola	140	155	-27%	-12%
Tampa	123	145	-17%	0%
Orlando	110	135	-10%	NA
Miami-Dade[1]	146	175	-14%[1]	+3%
Broward[1]	140	170	-12%[1]	+6%
Tallahassee	110	118	-31%	NA
Gainesville	100	125	-7%	NA
Jacksonville	120	125	-35%	-22%

Wind Speed Maps for Escambia County

The Saffir-Simpson hurricane wind scale establishes 5 strength categories for hurricanes

Saffir-Simpson Hurricane Scale wind speeds are not the same as wind speeds for structural design in the Florida Building Code.

Strength	Sustained Wind Speed (mph)*	Gust Wind Speed (mph)**	Pressure (millibar)
Category 1	74-95	89-116	>980
Category 2	96-110	117-134	965-979
Category 3	111-130	135-159	945-964
Category 4	131-155	160-189	920-944
Category 5	>155	>189	<920

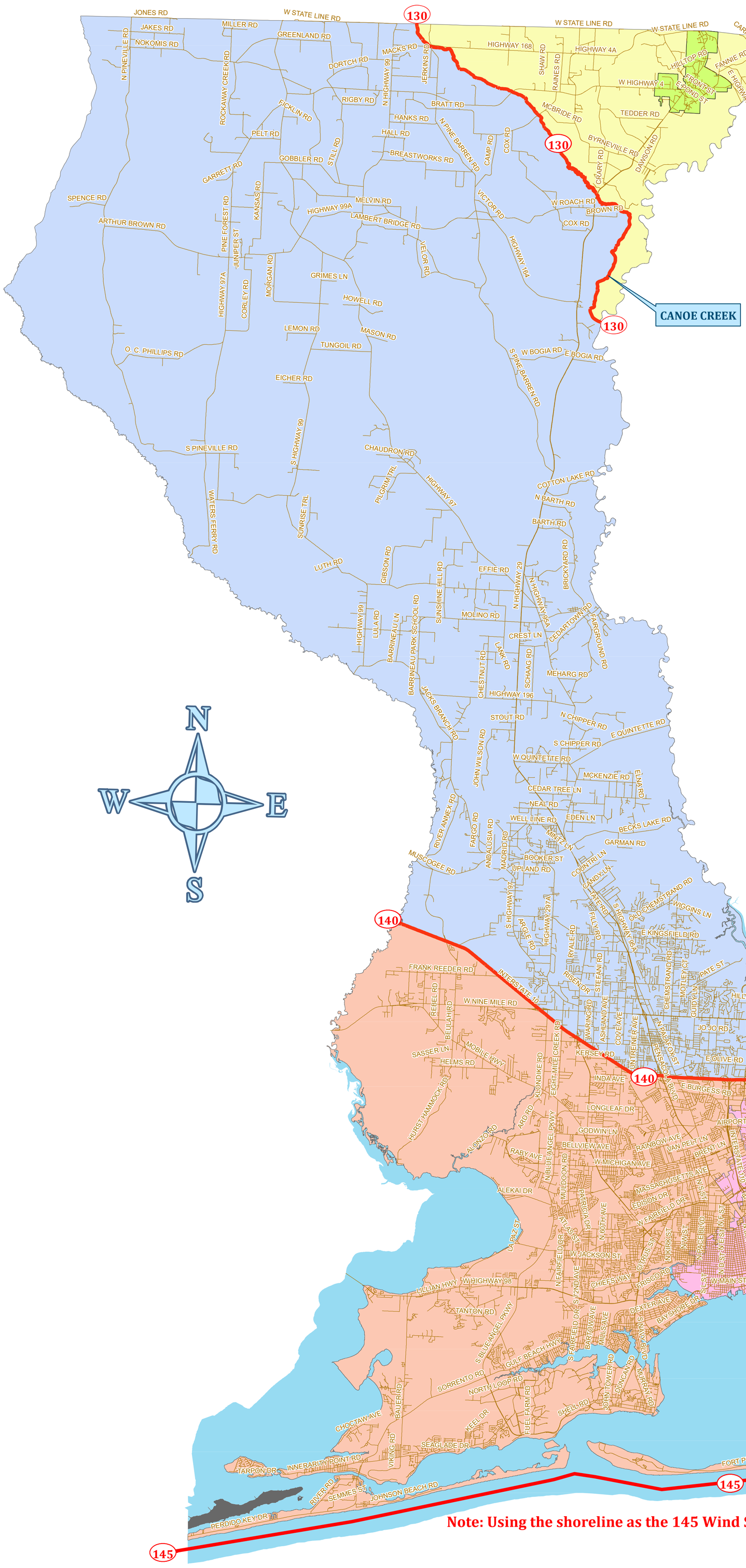
* 1-minute sustained over open water

** 3-second gust over open water

Questions?

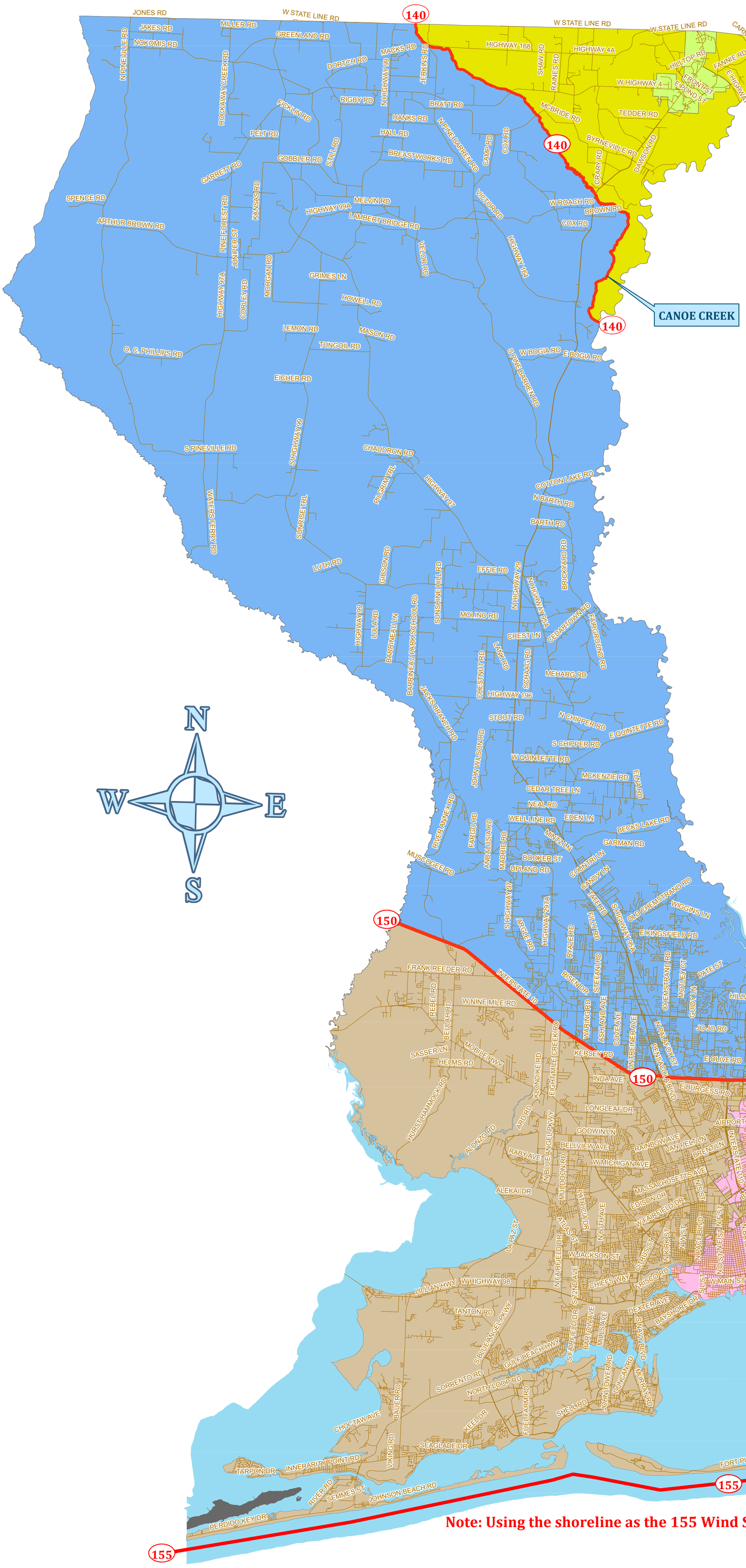
ESCAMBIA COUNTY

WIND SPEED CATEGORY I LINES



ESCAMBIA COUNTY

WIND SPEED CATEGORY II & III LINES



Wind-Borne Debris Region:
Designated areas where the basic wind speed is 140 mph or greater.

Note: Using the shoreline as the 155 Wind Speed Zone Line

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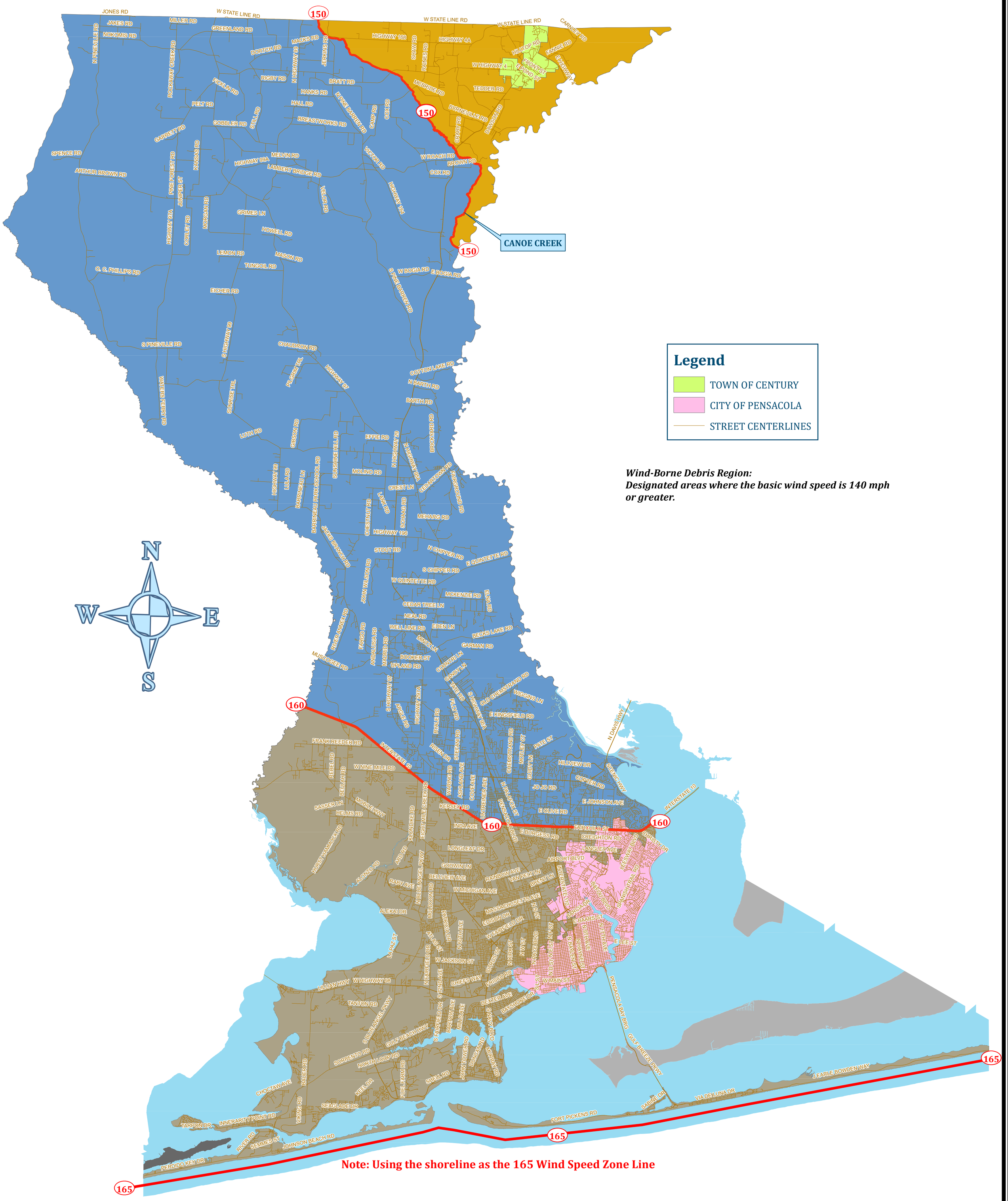
ESCAMBIA COUNTY HEALTH FACILITIES

WIND SPEED CATEGORY II & III LINES



Legend

- TOWN OF CENTURY
- CITY OF PENSACOLA
- STREET CENTERLINES

Wind-Borne Debris Region:
Designated areas where the basic wind speed is 140 mph or greater.

Note: Using the shoreline as the 165 Wind Speed Zone Line

1.5 0.75 0 1.5 3 4.5 6 Miles

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Committee of the Whole **14.**

Meeting Date: 04/13/2017

Issue: AV Digital Upgrade Project Proposal

From: Joy Tsubooka, CMR Manager

Information

Recommendation:

AV Digital Upgrade Project Proposal
(Joy Tsubooka/Shawn Fletcher - 10 min)
A. Board Discussion
B. Board Direction

Attachments

Digital Upgrade Project
Escambia County BOCC Report Final
Escambia County BOCC Report Final

AV Digital Upgrade Project Proposal

Community & Media Relations

Background

In 2016, an RFP was advertised and a consultant was selected to complete a digital upgrade study on three buildings with **existing** systems – the EOC, board chambers, COC, and a **new** system for the old courthouse. The studies addressed the systems that are reaching end-of-life, have components that are failing or are simply no longer functioning, and how it all could be built to work together. The end product included a report, new system design and estimated costs for each facility. Staff is proposing moving forward with three buildings: EOC (previously approved by board), board chambers and COC.

Current Chamber System Issues

- The system is failing. Each meeting has at least one equipment failure that must be mitigated by staff. The performance bond was pulled in 2016, county received approximately $24,000 for repairs
- It is poorly designed with limited routing options and routing is unnecessarily complicated, making it difficult quickly make changes in output during meetings and troubleshoot the equipment
- Its analog, not digital or HD = poor quality and performance. For example, meetings are currently recorded to DVD (can take four hours or longer to finalize) instead of a digital file that can quickly be copied
- Feed out (both TV and streaming) is extremely grainy, and we receive complaints regularly about quality
- Press connections are not functioning
- Clerk's feed to the microphone recorder breaks in and out, thus each meeting a DVD must be provided to the clerk for each meeting

The digital upgrade for the chambers focuses on simplicity, centralization of functions and includes:

- Fully updating the system from analog to digital
- Conversion to full HD (high definition) which will GREATLY enhance both streaming and TV feed quality, even on SD (standard definition) channels
- Use of as much existing equipment as possible to lower costs, including cameras (already HD), projectors, screens, microphones, dais monitors and voting system
- Replaces wiring, production switcher, AV control system and associated components to increase functionality and allow for an almost unlimited “anything-anywhere” routing option, and clerk of court’s multi-rack recording system for minutes
- Estimated life of the project is eight years with regular maintenance (barring unknown major technological advancements)

Current COC System Issues

- The system is failing
- The programming is antiquated and overly complicated, making it difficult to keep multiple staff trained sufficiently to run and troubleshoot the equipment.
- It is analog, not digital or HD
- Cameras are not connected to system
- Currently there is no way to stream, provide on demand, or carry on ECTV our planning board, value adjustment, and various advisory/committee meetings
- COC will be the new alternate board chamber location for meetings

The digital upgrade for the COC includes:

- Basic audio system connecting to existing loudspeakers
- Three camera portable system (mounted on walls)
- 80” display to replace existing projector
- Separation of conference room AV and installation of wall remote
- Estimated life of the project is eight years with regular maintenance (barring unknown major technology advancements)

Chamber Upgrade Costs

- Project estimated cost: $86,000

Additional costs:

- $27,858 for a new PEG (Public Education/Government/ channel programming encoder and service, one time cost for HD equipment and switch to a new provider, Tightrope, based on three quotes

- $1,200 additional per year for three years for new HD streaming encoder with current streaming and replay provider Swagit. (Note that base costs will be higher this year due to extra meetings added)

Funding sources - $50,000 of allocated CMR funding, $46,158.60 in previously allocated LOST funding for an IT project that has been deemed unnecessary, with IT funding any remaining costs

COC Upgrade Costs

- Project estimated cost: $85,000

Additional Costs:

- Up to $150 per meeting for streaming (packages available). Typically paid by IT, but increase will need to be budgeted

Funding source – TBD, $125,000 in LOST funds that need to be reallocated have been identified

If we do not upgrade

- We will continue to repair and invest in a failing systems
- Continued issues with poor quality feeds and no ability to broadcast from the COC
- We will need to contract with Cox to continue carrying our feed and splitting to other cable providers at $18,000 annually plus $1,500 new account setup fee

Timeline Needed to Complete Upgrade

Process takes approximately 90 days to advertise, hold necessary purchasing meetings, bring back to the board and execute the contract. We need a minimum of 12 business days of no meetings in the chambers to install, test and train. COC will need four days.

AV Programming & Budgeting Report

Prepared for:

Joy Tsubooka
Escambia County
221 Palafox Place
Pensacola FL 32502

Project: BOCC - AV Production System Study

Prepared by: Chuck Walthall
May 23, 2016

Walthall & Associates Inc.
2180 Creighton Road
Pensacola, FL 32504
850-478-9002

AV Programming & Budgeting Report

Abstract

This report includes preliminary audio-visual, agenda, voting, and display design recommendations and their opinions of probable cost for the Escambia County Board of County Commissioner's Board Room. The information presented here is based upon field evaluations and user groups discussions. The audio-visual cost projections include materials & labor only. Any required electrical infrastructure changes would be by others.

Audio-Visual & Production System Observations

The current audio-visual system in the BOCC board room has been operational for over 2 years. The system is comprised of analog and digital devices. The system has exhibited functional challenges since the system was installed. The system supports the large board room and provides AV content to various ancillary spaces and media outlets.

The goal of the new audio-visual system would be: simplicity, centralized voting, agenda and display software, support speech reinforcement through the exist ceiling loudspeaker systems, visual display of computer generated content through the existing projectors and provide connectivity to outlying facilities; EOC, COC and the Old Courtroom. AV capturing & streaming would be supported by the existing Sony HD (PTZ) cameras mounted on the walls and future cameras in the Studio.

The existing TriCaster production switcher is functional but lacks the typical number of inputs for a production system. The Newtek TriCaster's primary use and market is the basic (4) camera production system commonly found in schools and small churches. In lieu of its limited number of inputs, the existing Crestron 32 x 32 matrix serves as a 'pre' switcher matrix to reconfigure the inputs sources feeding the TriCaster. This is a less than typical design approach and introduces numerous challenges in a live production workflow.

The current voting system is a *custom* component of the Crestron control system. The voting module is functional and controlled by personnel on the dais. The agenda system is a separate software package running on a designated computer for display

purposes. The newly purchased DIS system supports software modules for agenda, voting and display. Re-purposing the Crestron control system is possible once the DIS voting, agenda and display software is purchased and loaded in the DIS system.

Replacing the existing Crestron AV control system should be considered and be replaced by an Extron IPCP Pro series control system. The Extron control system's configuration files reside in the processor which eliminates possible issues of locating the 'latest' configuration file if changes need to be made. Additionally, Escambia County personnel can be trained on the configuration software thereby reducing the need of specialized programming services & fees. The Extron system would include a 15" touch panel and capable of supporting PC, iPad and mobile device secondary points of control at no extra cost (apps).

The Production Studio is no longer intact or operational. To reinstate the studio, new HD cameras, tripods and teleprompter systems would be required. The new HD PTZ cameras, each equipped with a teleprompter, would cable to the new production switcher that controls the boardroom cameras as well. A 32" display (floor or table mounted) would be incorporated into the studio package so the talent could see the program output in real time. Coupled with clip-on microphones and the existing communication & lighting systems, the studio system would become operational again and be comprised of current technology and high resolution.

The program output of the production switcher is routed to various end points: streaming, capturing, building distribution, lobby and Channels 4, 97 & 98. The routing is currently performed by a 32 x 32 Crestron DM matrix. Additionally, the DM matrix manages inputs to the current Tri-Caster production switcher which has a limited number of RGB component inputs. Changing inputs to the TriCaster production switcher (on the fly) is not common in the broadcast industry. This work around was devised by the previous AV designer in lieu of the limited number of TriCaster inputs and multiple sources Escambia County required. Having to re-route inputs during a live event compounds the technical director's workflow. The standard is to have a production switcher with a sufficient number of inputs. Eliminating the need to re-route inputs via the matrix should alleviate the 'blue screen' issue that displays while the system is negotiating (syncing) the new input source(s).

Having thoroughly studied the existing system's 'as-built' drawings, the ability to route anything <source> to anywhere <destination> is overly apparent. What is to be discussed with the user group(s) is how often this feature is required. Reconfiguring the existing system would include moving the Crestron 32 x 32 matrix to 'post' the new production switcher (in signal flow) thus preserving the ability to route any source to any destina-

tion. At present, the matrix is 'pre' the TriCaster production switcher in the signal flow in lieu of the limited number of inputs on the TriCaster.

The program output of the TriCaster switcher is routed to the streaming service via an encoder. The encoder is a standard definition (SD) device and is not HD ready. Thus the unit will need to be replaced if HD steaming is desired by Escambia County. Furthermore, the encoder serves as the interface to Channel 98. Discussion with Cox Communications will be required regarding transmitting a fully digital HD signal. It is our understanding Cox is now digital and capable of ingesting HD resolutions from clients.

The existing system incorporates (6) JVC player / recorders. Discussions revealed only (2) of the JVC units are being used to record (capture) the live meetings for DVD archiving. The system includes numerous pieces of equipment required to provide the single composite video signal to the (6) decks. A simpler solution would be to use (1) Apple iMac to capture and stream the program content. Capturing (recording) the audio + video is performed in the iMac computer. The resulting .mov file can be burned to a DVD within minutes. The recommended Telestream 'Wirecast' software allows both capturing and streaming to occur simultaneously. Implementing this capturing & streaming system reduces the workflow to a single mouse button click to begin recording and streaming.

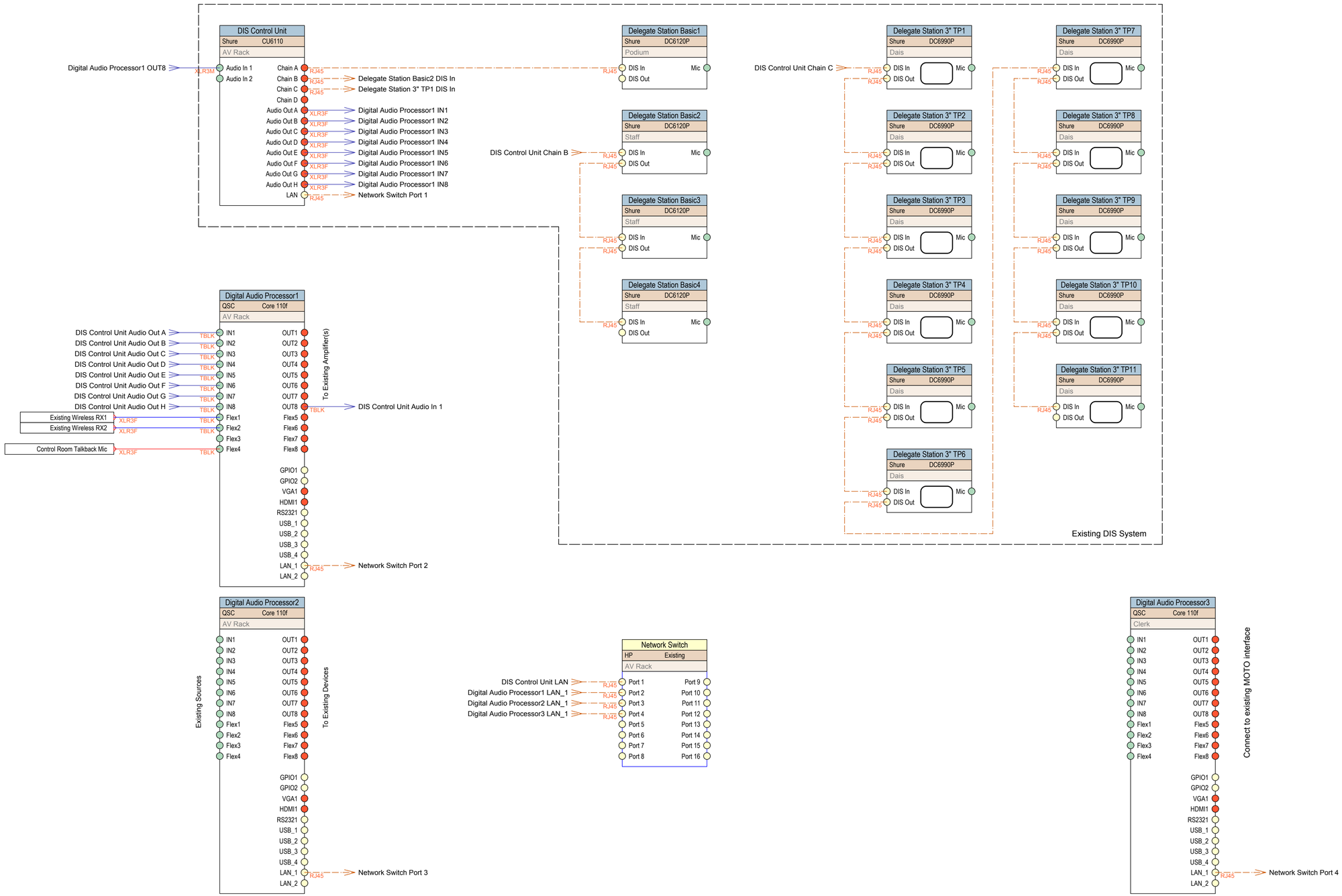
The existing audio system is comprised of a large BiAmp audio processor and a series of Crown amplifiers. The primary function of the BiAmp DSP is to equalize, process and route the audio signal to the amplifiers/loudspeakers, recording devices and ancillary spaces / systems. Another function of the BiAmp DSP is to send 8 channels of 'Cobra-Net' audio to the Clerk's office. A second BiAmp DSP is located under the floor at the dais which is the primary link to the Clerk's office. This unit should not have been installed under the floor due to lack of proper ventilation, possible overheating and only accessible by removing the bullet proof panels. The unit's location violates several electrical codes. The existing BiAmp DSPs (x2) should be replaced but included in a 'buy back' clause when the new AV system is procured.

Recommendations

The following is a summary of the audio-visual and control system recommendations and estimated not to exceed opinions of probable cost. The recommendations are listed in priority fashion but this study recommends #1 ~ #5 be implemented at the same time.

1. Decommission the 'custom' voting, agenda and display features of the existing Crestron control system and install the DIS voting, agenda and display software in the newly purchased DIS system. Opinion of probable cost : $13,949 (software) $1,480 (training)

2. Replace the existing TriCaster production switcher with a 10 input 1M/E HD switcher and control surface, reconfigure the signal flow of the existing Crestron matrix, incorporate an Apple iMac for capturing & streaming and remove numerous components no longer required to achieve the same routes, features and functions. Opinion of probable cost: $ 18,746 (materials & labor).
3. Replace existing BiAmp audio processors with (3) QSC Q-Sys Core 110f network processor (2-BOCC, 1-Clerk). Opinion of probable cost: $15,840 (materials & labor).
4. Replace existing Crestron AV control system with an Extron IPCP Pro AV control system, 15" touch panel and multiple mobile device / PC control point features. Opinion of probable cost: $29,495 (materials & labor).
5. Reconfigure the existing Crestron 32 x 32 matrix and associated components to properly support the new production system, current video presentation features and anything-anywhere routing option. Opinion of probable cost: $21,930
6. [OPTION 1] Install an H.264 HD streaming system for in-house distribution over the network and to other county facilities. Opinion of probable cost: $2,800 per encoder (streaming channel) / $925 per decoder (estimated FL State Contract price for materials).
7. [OPTION 2] Install (3) PTZ camera, teleprompter, tripod-dolly and studio support equipment to reinstate the studio to operational status. Opinion of probable cost: $42,631



1 AUDIO SYSTEM SCHEMATIC

Walthall & Associates
Consultants in Acoustics, Audio-Visual & Digital Technologies
2180 Creighton Road
Pensacola, FL 32504
(850) 478-9002

Revisions:

ESCAMBIA COUNTY BOCC AUDIO-VISUAL

ESCAMBIA COUNTY
221 Palafox Street
Pensacola FL

AUIDO SYSTEM SCHEMATIC

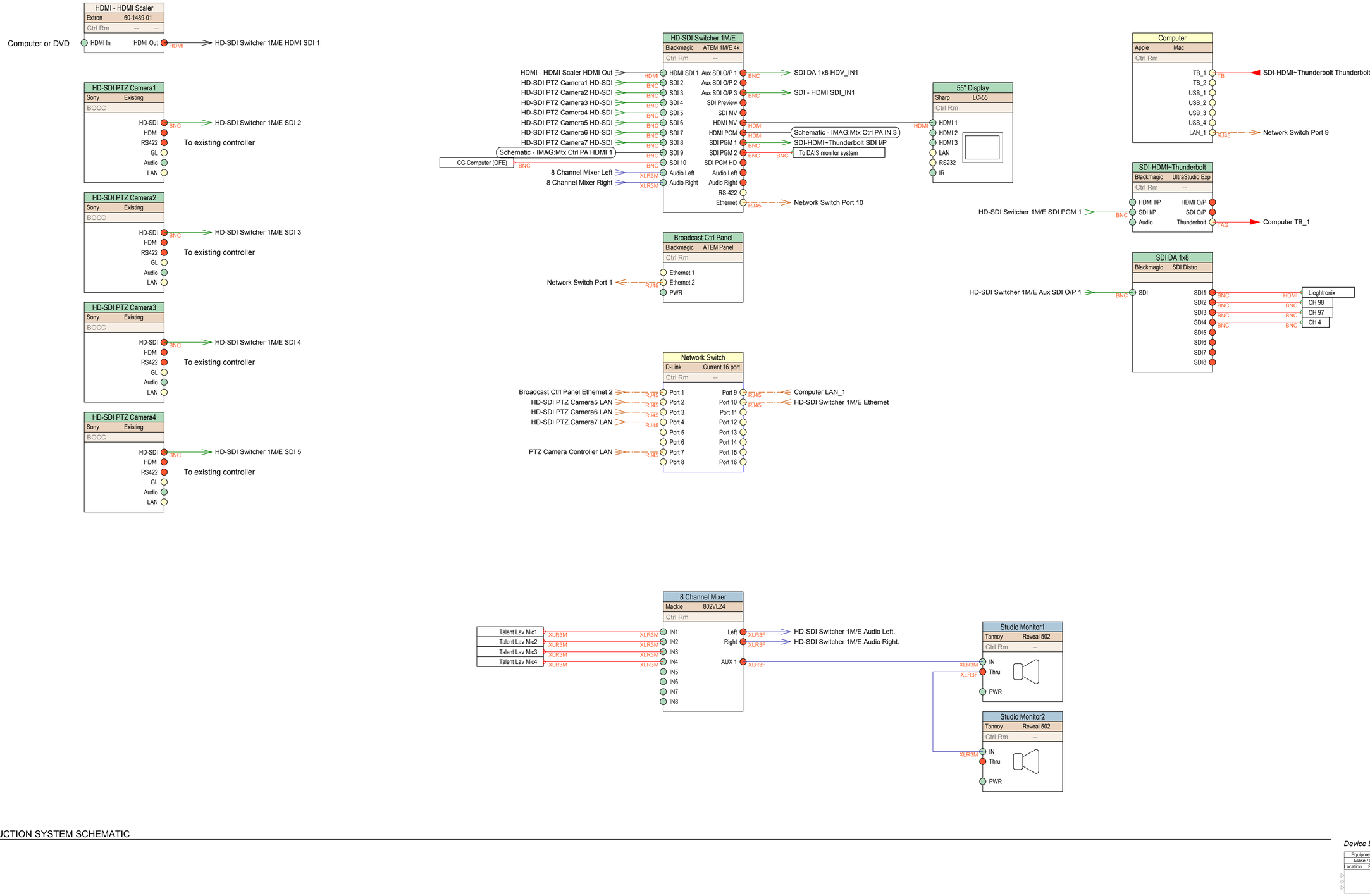
Issue Date:
5-23-16
REVIEWED

Drawn by: CW

Checked by: CW

Project #

AV-1



1 PRODUCTION SYSTEM SCHEMATIC

Device Legend

Equipment Type		
Make / Model		
Location	Rack	RU

Walthall & Associates
Consultants in Acoustics, Audio-Visual & Digital Technologies
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Pensacola, FL 32504
(850) 478-9002

Revisions:

ESCAMBIA COUNTY BOCC AUDIO-VISUAL

ESCAMBIA COUNTY
221 Palafox Street
Pensacola FL

PRODUCTION SYSTEM SCHEMATIC

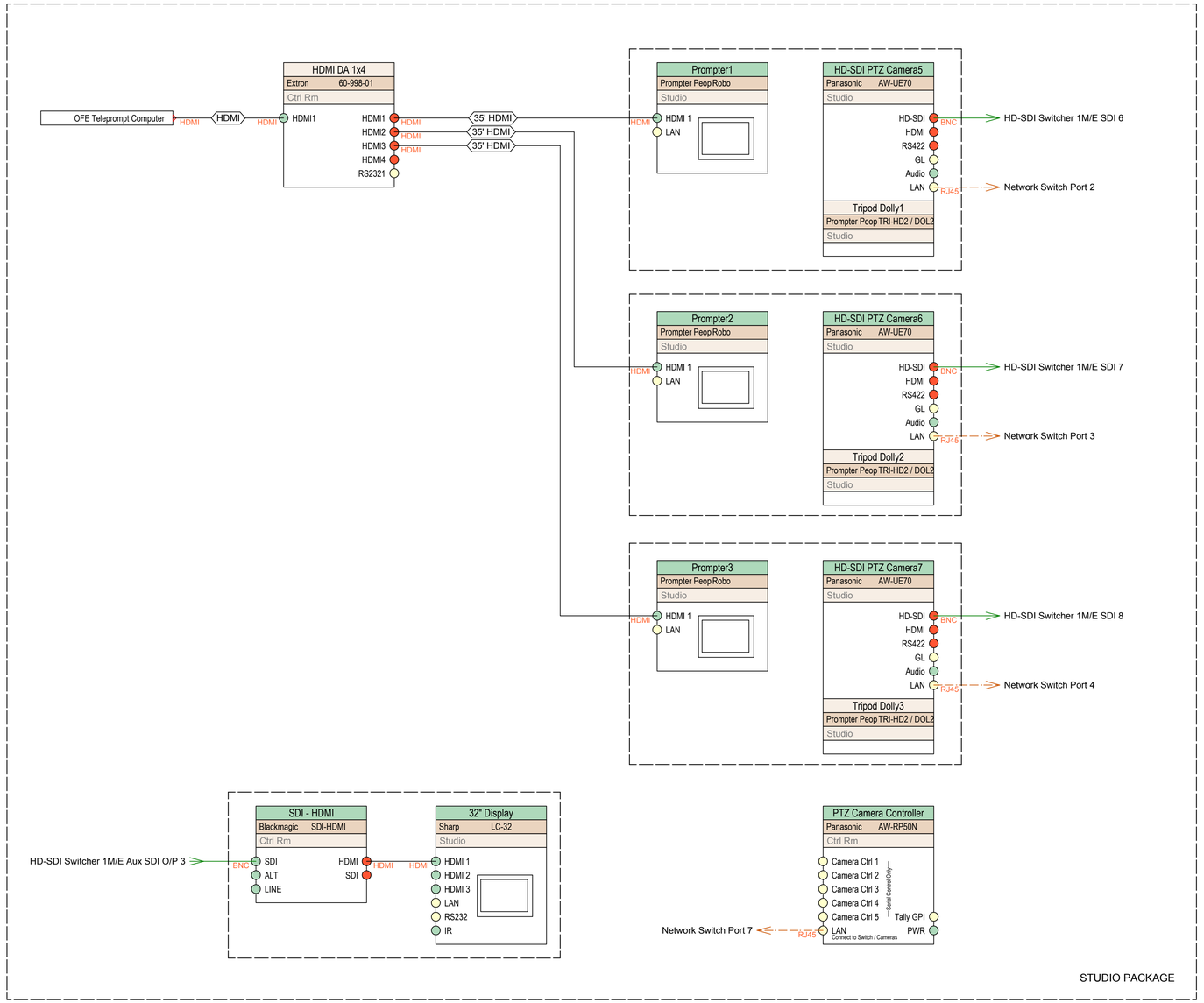
Issue Date: 5-23-16
REVIEWED

Drawn by: CW

Checked by: CW

Project #

AV-2



1 BOCC PRODUCTION STUDIO

Device Legend

Equipment Type
Make / Model
Location Rack RU

Walthall & Associates
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Pensacola, FL 32504
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Revisions:

ESCAMBIA COUNTY BOCC AUDIO-VISUAL

ESCAMBIA COUNTY
221 Palafox Street
Pensacola FL

TV STUDIO
SCHEMATIC

Issue Date:
5-23-16
REVIEWED

Drawn by: CW

Checked by: CW

Project #

AV-3

AV Programming & Budgeting Report

Prepared for:

Joy Tsubooka
Escambia County
221 Palafox Place
Pensacola FL 32502

Project: Central Office Complex - AV

Prepared by: Chuck Walthall
May 23, 2016

Walthall & Associates Inc.
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850-478-9002

AV Programming & Budgeting Report

Abstract

This report includes preliminary audio-visual, agenda, voting, and display design recommendations and their opinions of probable cost for the Escambia County Central Office Complex. The information presented here is based upon field evaluations and user groups comments. The audio-visual cost projections include materials & labor only. Any required electrical infrastructure changes would be by others.

Audio-Visual Observations

The current audio-visual system in the COC large meeting room has been operational for over 5 years. The system is comprised primarily of analog devices and has exhibited numerous control and functional challenges. The system supports both the large meeting room and control of the conference room's smaller AV system. The AV content in the large meeting room can be routed to the conference room on an as needed basis.

The goal of the new audio-visual system would be: simplicity, reduced features not required by the user groups, support speech reinforcement through the exist ceiling loudspeakers, visual display of computer generated content to a new 80" flat panel display and provide for *future* software driven agenda, voting and display features. AV capturing & streaming would be supported by three pan-tilt-zoom (PTZ) cameras mounted on the walls and cabled to the AV room's multi-viewer capturing system.

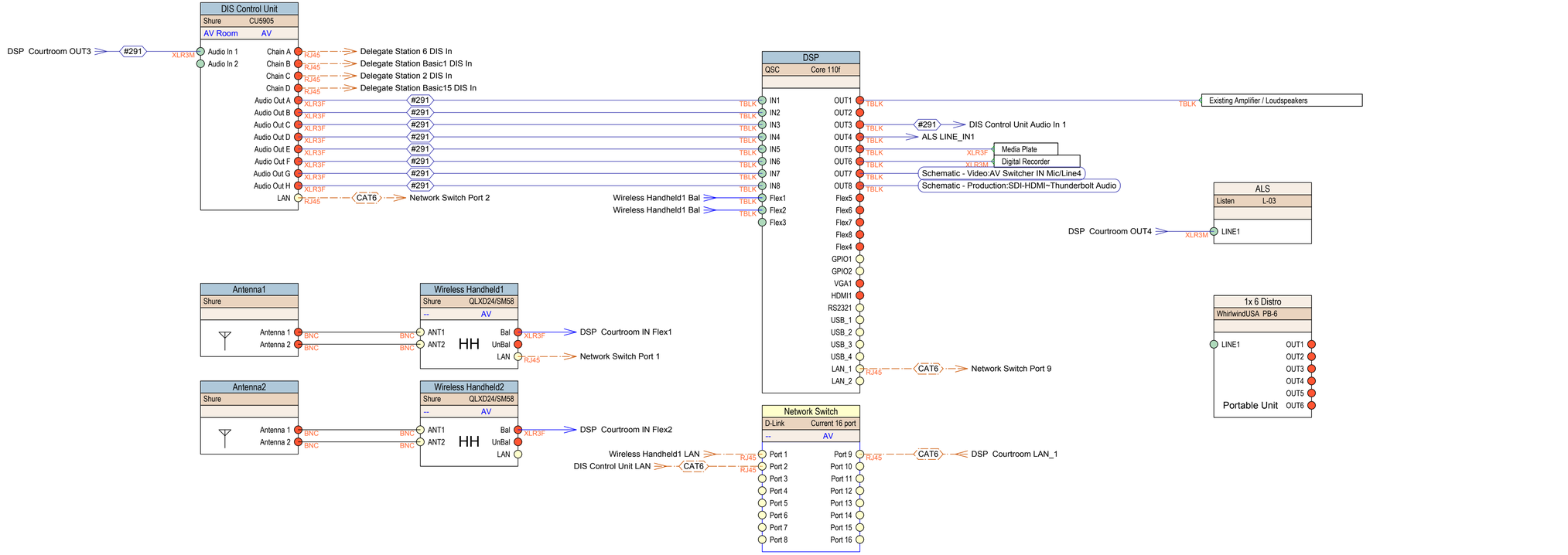
The conference room, much like the large meeting room's AV system, can be simplified and thus reducing the numerous issues expressed by the user groups. The conference room AV system would become a standalone system with a simple AV scaling switcher and an 80" flat panel display. A simple button wall controller would provide easy On/Off support and source selection. The audio associated with the visual content would simply run through the TV loudspeakers. Optionally, a small amplifier could be added if the users prefer the ceiling loudspeakers continue to operate.

Recommendations

The following is a summary of the audio-visual and production system recommendations along with a estimated not to exceed opinion of probable cost:

1. Install a digital audio & discussion system (microphone stations) to support meetings and possible BOCC meetings. The digital audio system should include no less than a multiple input/output digital signal processor, computer & tablet control and connect to the existing ceiling loudspeakers. Opinion of probable cost: $23,838 (materials & labor).

2. The visual presentation system could be accomplished using a digital AV switcher/controller, remote control panel, HDBaseT transports and a 80” flat panel display. AV inputs should be located in the podium and at the dais. Additional inputs would be local to the AV room for computers and the discussion system's agenda / vote tally display computer. The video switcher should provide an output to an Owner furnished encoder for streaming. Opinion of probable cost: $24,175 (materials & labor).
3. Install a (3) camera (PTZ) production system to capture meetings. The production system should be capable of ingesting up to (4) HD video sources (cameras, computers, etc) and produce a 4 window multi-view output. Opinion of probable cost: $28,495 (materials & labor). Consideration could be given to configure the Old Courthouse camera production system into a portable configuration in order to be used in both the Old Courtroom and the Central Office Complex, provided both spaces do not need camera production simultaneously.
4. Update the conference room’s AV system with a simple switcher/scaler, wall remote control and an 80” flat panel display. Opinion of probable cost: $8,185 (materials & labor).



1 AUDIO SYSTEM SCHEMATIC

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Revisions:

CENTRAL OFFICE COMPLEX

Escambia County
Fairfield Drive
Pensacola FL

Audio System Schematic

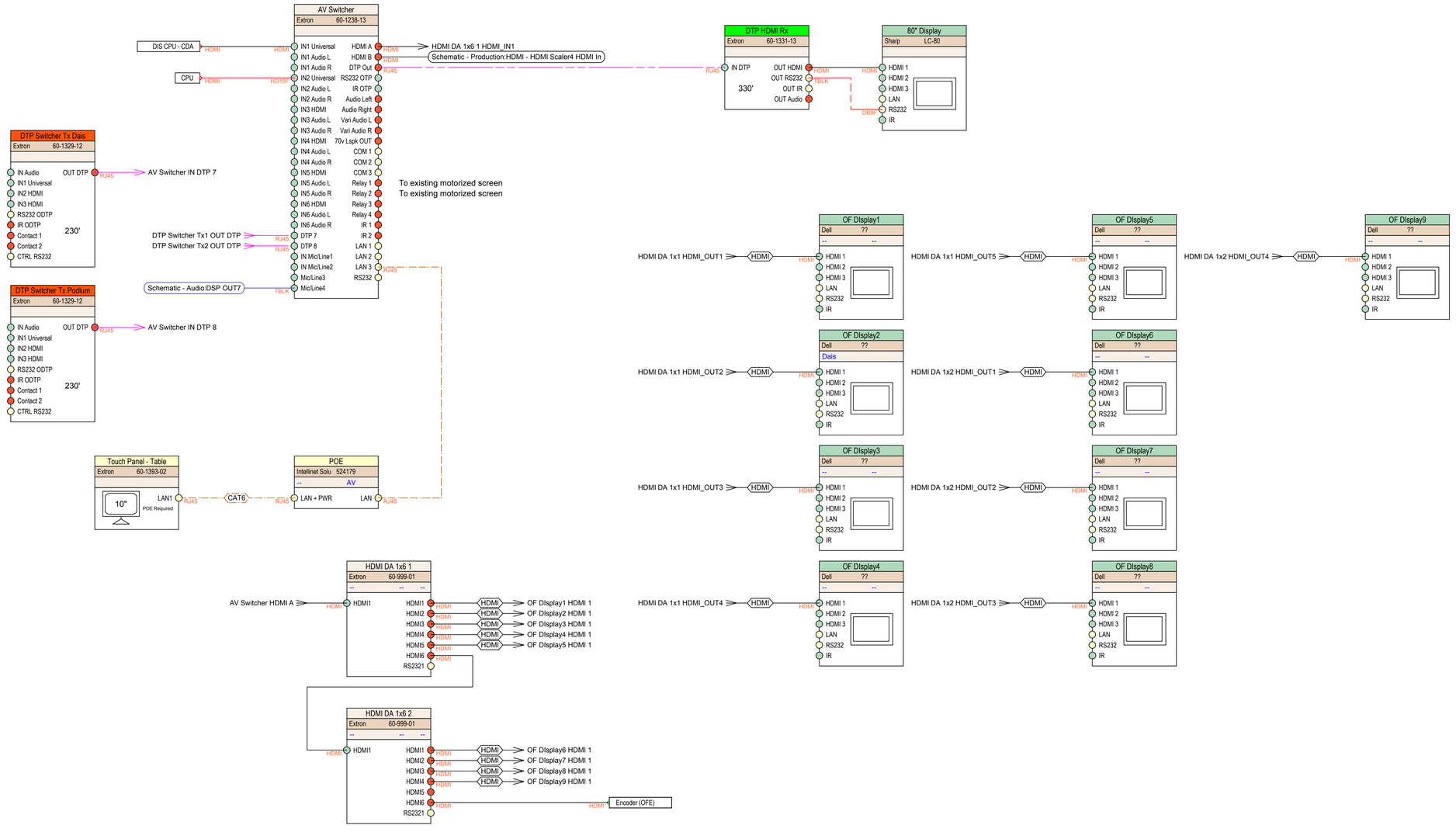
Issue Date: 5-16-16
REVIEW

Drawn by: CW

Checked by: CW

Project #

AV101



1 VIDEO IMAG SYSTEM SCHEMATIC

Device Legend

Equipment Type
Make / Model
Location Rack RU

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2180 Creighton Road
Pensacola, FL 32504
(850) 478-9002

Revisions:

CENTRAL OFFICE COMPLEX

Escambia County
Fairfield Drive
Pensacola FL

Video System Schematic

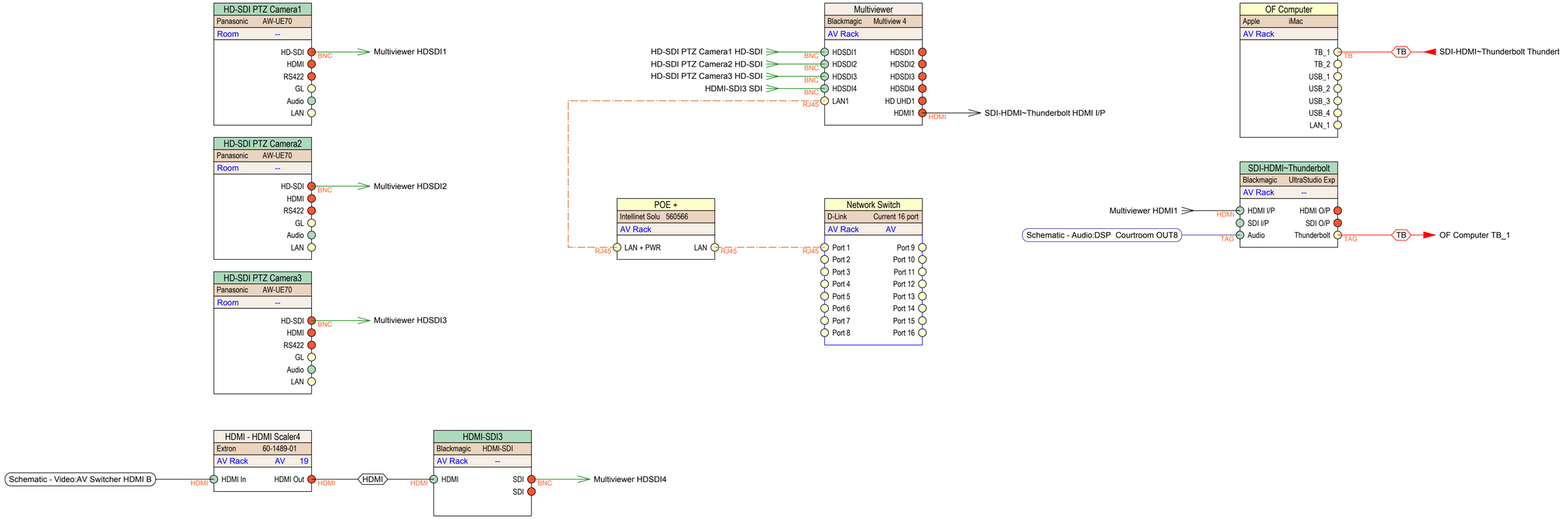
Issue Date: 5-16-16
REVIEW

Drawn by: CW

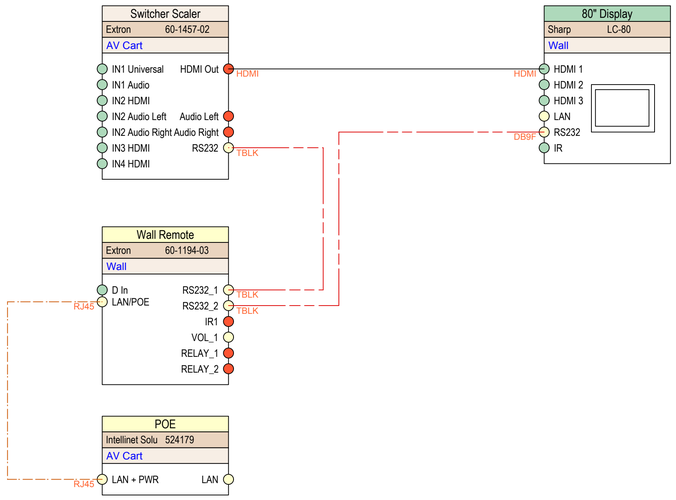
Checked by: CW

Project #

AV102



1 PRODUCTION SYSTEM SCHEMATIC



2 CONFERENCE ROOM AV SYSTEM

Device Legend

Equipment Type		
Make / Model		
Location	Rack	RU

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Revisions:

CENTRAL OFFICE COMPLEX

Escambia County
Fairfield Drive
Pensacola FL

Production & Conference Room System Schematics

Issue Date: 5-16-16
REVIEW

Drawn by: CW

Checked by: CW

Project #

AV103

Committee of the Whole **15.**

Meeting Date: 04/13/2017

Issue: ECTV/WUWF Channel Merge For HD Proposal

From: Joy Tsubooka, CMR Manager

Information

Recommendation:

ECTV/WUWF Channel Merge For HD Proposal
(Joy Tsubooka - 10 min)
A. Board Discussion
B. Board Direction

Attachments

Channel Merge for HD Proposal

ECTV/WUWF Channel Merge
For HD Proposal

Background

Cox Communications as a nationwide policy, does not typically give PEG, or public education and government, stations space in their high definition (HD) lineup. Standard or SD channels only are provided.

As a good community partner, the local office pitched combining or merging ECTV (channel 98 - SD only) and WUWF (channel 4 - SD only) into one HD and SD channel and received permission from corporate to offer this solution to Escambia County and WUWF.

Proposed Programming

Time	MON	TUE	WED	THU	FRI	SAT	SUN
7:00 AM	NHK WORLD NEWS SERVICE					ECTV	ECTV
8:00 AM	ECTV			ECTV	ECTV		
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM	DW WORLD NEWS SERVICE				DW		
1:00 PM							
2:00 PM	NHK WORLD NEWS SERVICE				NHK WORLD NEWS SERVICE		
3:00 PM							
4:00 PM							
5:00 PM				5 p.m. - end BCC Meetings 1st & 3rd/ City Council 2nd & 4th			
6:00 PM							
7:00 PM	WUWF	ECTV	ECTV		WUWF	ECTV	WUWF
8:00 PM							
11:00 PM							
7:00 AM							

Pros

- Moves us to HD line up (only way possible)
- Moves us to a lower tier channel in between **two major networks**, from channel 98 to 4 (98 goes away) on both HD and SD (we don't lose SD viewership)
- We currently broadcast Florida Channel about 12 hours a day, so no real loss of programming time
- WUWF is flexible to accommodate changes (see cons)
- One stop shopping for government meetings for residents
- May gain current WUWF viewers for our programming and opens up new branding opportunities
- All BCC meetings will still be streamed live on the internet and available on demand

Cons

- No longer a BCC dedicated channel
- If the BCC chooses to have a special meeting, we need to schedule around WUWF's time where they broadcast ECUA & City Council regularly scheduled meetings (1st Tuesdays and 2nd & 4th Thursdays, currently there are no conflicts for the calendar year for regular meetings) = some loss of flexibility, additional coordination needed
- CMR staff will have to be more careful when scheduling the programming lineup, both live and recorded = process becomes more complicated
- Will need to work with consultant to nail down work flow and logistic process

Steps to Completion

- If approved, a new carriage agreement will need to be signed between Cox, WUWF & Escambia. Cox will provide a draft to begin the review process. The agreement will spell out specifics of the basic schedule, the priority listing (which entity has priority for broadcast in the event of a conflict) which includes day-to-day and crisis broadcasting, and our agreement to run “this channel brought to you in part by Cox” type PSAs.

- Digital upgrade in studio will need to be completed.

This proposal does not include U-verse, Mediacom or Spectrum (Brighthouse) providers. However, if they do not offer HD space, the digital upgrade will greatly improve the SD feed also.