



June 16, 2026

Mr. Vincent S. Long, County Administrator, 301 S. Monroe Street,
Ms. Chasity H. O'Stein, County Attorney, 3015 S. Monroe Street, Suite 202,
Mr. Scott Brockmeier, Director DSEM, 435 North Macomb Street
Tallahassee, FL 32301

RE: North Meridian-Cedar Hill Road Annexation (parcels 2402204010000, 2401204010000, 2411200020000, 2413200020000 & 1418202060000) and
Capital Circle-Tram Road Annexation (parcels 3121206010000, 3121206110000 & 3121206070000)

County Administrator Long, County Attorney O'Steen, and Director Brockmeier:

Following communication between the City Attorney's Office, the County Attorney, and City and County staff regarding both voluntary annexations that were introduced by the City Commission at its June 10, 2026 meeting, we are revising the transmittals to be in strict accordance with the Interlocal Agreement between the City of Tallahassee and Leon County for Annexation Procedures (Interlocal Agreement).

As we all know, the City and County have followed a different practice consistently since the 1990s for voluntary annexations. However, we understand that it is now the County's desire to move forward in strict adherence to the Interlocal Agreement. As such, the City is providing the attached petitions and Annexation Plans for the North Meridian-Cedar Hill Road annexation (parcels 2402204010000, 2401204010000, 2411200020000, 2413200020000, and 1418202060000) and the Capital Circle-Tram Road annexation (parcels 3121206010000, 3121206110000, and 3121206070000) for your review. Given the timing, we will proceed with an additional introduction followed by a public hearing for each voluntary annexation.

In accordance with the Interlocal Agreement, the City is providing the following:

- (1) Petitions for voluntary annexation for the above-referenced properties, and
- (2) City annexation plans for the above-referenced properties which include:
 - a. specific description of the proposed areas to be annexed, including the annexation rights-of-way, if any;
 - b. assurance of land use compatibility;
 - c. facilities to be provided and the provider for such facilities;
 - d. how level of service standards will be met; and
 - e. the amount of any agreed upon water and/or sewer rebate(s) that will be due to the petitioner(s), if any.



CITY HALL
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JOHN E. DAILEY, Mayor
CURTIS RICHARDSON, Mayor Pro Tem
JACQUELINE "JACK" PORTER, Commissioner
JEREMY MATLOW, Commissioner
DIANNE WILLIAMS-COX, Commissioner

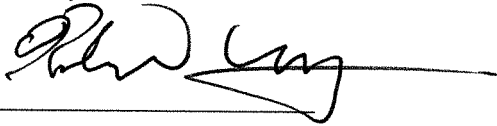
REESE GOAD, City Manager
AMY M. TOMAN, City Attorney
JAMES POSTON, City Treasurer-Clerk
DENNIS R. SUTTON, Inspector General

The level of service standards addressed in the Annexation Plans are those set out in the Comprehensive Plan, Capital Improvements Element, Policy 1.1.3 (i.e., Roadways, Mass Transit, Stormwater, Potable Water, Sanitary Sewer, Parks and Recreation Facilities, and Solid Waste).

In accordance with the Interlocal Agreement, the attached petitions and Annexation Plans are provided at least twenty calendar days before the first reading for each voluntary annexation, which will occur on August 26, 2026 and at least five calendar days before the County Commission's next regularly scheduled Board meeting on July 14, 2026. The City will hold the public hearings for the proposed annexation ordinances on September 9, 2026. If the Board of County Commissioners has any comments it wishes to provide, please provide them to the City Manager at least five days prior to the public hearings on the annexation ordinances, per the Interlocal Agreement.

Please contact me at 891-8035 if you have any questions regarding this transmittal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert Wigen', with a long horizontal line extending to the right.

Robert Wigen, Director
Resource Management
City of Tallahassee