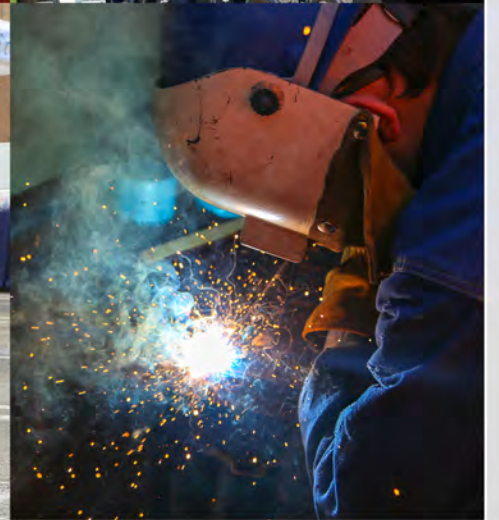


PEOPLE
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PERFORMANCE
DRIVEN.



ADOPTED ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM

FY 2019/2020



**ANNUAL BUDGET, FIVE-YEAR FINANCIAL PLAN,
AND
CAPITAL IMPROVEMENT PROGRAM**

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From left to right) District 1 Commissioner *Bill Proctor*, District 3 Commissioner *Rick Minor*, At-Large Commissioner *Mary Ann Lindley*, District 2 **Chairman** *Jimbo Jackson*, District 4 Commissioner **Vice Chairman** *Bryan Desloge*, District 5 Commissioner *Kristin Dozier*, and At-Large Commissioner *Nick Maddox*

Leon County Courthouse
301 South Monroe Street, 5th Floor
Tallahassee, Florida 32301
Phone Number: 850-606-5302

www.leoncountyfl.gov

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Jimbo Jackson, Chairman, District 2



Jimbo Jackson grew up in the Fort Braden community of western Leon County and currently serves as the Principal of Fort Braden Prek-8 School and was elected in 2016 for Leon County Commissioner for District 2. Jimbo attended District 2 public schools at Fort Braden, Nims Middle, and Godby High School. In 1989, Jimbo graduated from Tallahassee Community College with an Associate in Arts degree. Jimbo was an early participant in the articulation agreement between TCC and Florida State University and went on to earn bachelor's degrees in both physical education (1991) and elementary education (1995). In 2003, he earned a graduate degree in educational leadership and administration. In 2006, Jimbo was awarded the Tallahassee Community College Eagle Saver Award for his work at Fort Braden that secured college scholarships for 26 7th and 8th grade students. In 1992, Mr. Jackson accepted a job at Fort Braden School, where he remains today. In 1994, Jimbo was recognized as the Fort Braden School Teacher of the Year. He has served in nearly every role at the school: as a student, a parent, as a teacher's aide, a physical education teacher, a classroom instructor, a technology teacher, dean of students and Assistant Principal. Jimbo became principal of Fort Braden in July of 2008. In 2014, Jimbo won the Tallahassee Democrat's Person of the Year Award for his work in education. In 2016, he successfully ran for the Leon County Commission District 2 seat in an 8-candidate race. Jimbo's campaign and commission initiatives focus on providing improved recreational opportunities that focus on the children and families of Southwestern Leon County, maintaining highway, trail, bicycle and sidewalk improvements in the FSU and TCC communities, providing safer neighborhoods and rural highways, and recruiting responsible business growth that provides enhanced job opportunities for Leon County. He is a member of the Florida Association of Counties and achieved his Certified County Commissioner credentials within his first year as a commissioner, Greater Tallahassee Chamber of Commerce and Tiger Bay. He serves as a committee member of the Geographic Information Systems (GIS), Transportation Disadvantaged Coordinating Board (TDCB, Chair) and Value Adjustment Board. On a personal note, Jimbo has volunteered as a youth league coach for over 20 years in a variety of youth sports in District 2 as well as the City of Tallahassee. Jimbo and his late wife Wendy Jackson raised two daughters, Ashley and Allie, in Leon County and Tallahassee. He was raised in a family of small business owners and entrepreneurs in the Florida Panhandle. On December 31, 2016, Jackson married Beth Button. Beth brings two sons, Luke and Drew, to the family; add Addison Jane and Amelia James, Jimbo's granddaughters and you have four generations of Jacksons living and serving in Tallahassee and Leon County.

Bryan Desloge, Vice-Chairman, District 4



Commissioner Desloge was elected to the Board of County Commissioners in November 2006 and was reelected, unopposed in 2008, 2012, and 2016. As a former business owner, Commissioner Desloge knows the importance of the economic viability of an organization and, as a Tallahassee native, he is highly knowledgeable of the issues facing Leon County. He has worked to improve relations with the City and State to cooperatively identify funding sources and options to address the ongoing issues facing our community. His priorities include, but are not limited to: enhancing economic development; diversifying the workforce; increasing the job base; decreasing the long-standing reliance on state government; and continuing to work in partnership with the City and Leon Schools to functionally consolidate common services and operations to enhance efficiencies and reduce costs for both governments. As past President of the Florida Association of Counties, he's positioned to monitor on both the State and National levels legislative actions that could negatively impact Leon County. He also lobbies to secure funds and services for our county. Commissioner Desloge served as President for the National Association of Counties during FY 2017, where he represented over 3,000 counties across the nation. He pledged to focus his 1-year term on "advancing civility in political dialogue."

Bill Proctor, District 1



Commissioner Proctor represents the citizens of Leon County District 1 which includes the central city and southside areas. Commissioner Proctor served as Chairman of the Board in 2006 and 2015. His priorities as the District 1 Commissioner are affordable housing, quality healthcare, education, and economic development. Commissioner Proctor attended FAMU High School from 1st through 12th grade. After earning an undergraduate degree from Howard University School of Communications he furthered his studies and obtained his Juris Doctorate from Howard University School of Law where he also served on the University's Board of Trustees as the graduate student member. Commissioner Proctor furthered his studies at Boston University School of Theology, ITC in Atlanta and Wesley Seminary in Washington, D.C.. Commissioner Proctor has engaged in many diverse activities providing leadership, creativity, and vision for our community. The breadth of his service includes church, community, higher education, federal, state and local government. He has served on several

community advisory boards and has received numerous awards and recognitions for public service. Commissioner Proctor is a much sought-after speaker, commentator, and writer of political commentaries. He is an Associate Minister at Bethel A.M.E. Church in Tallahassee, Florida where he entered the ministry in 1985. He served as a pastor in the A.M.E. Church for nine years. Currently, he is a Political Science instructor at Florida A&M University. He also serves as the advisor to the College Democrats student organization and mentors' numerous students. He is currently serving as interim Pastor of Salem A.M.E Church, Greensboro, Florida. Commissioner Proctor's professional political career began as a Staff Assistant to United States Senator Bob Graham of Florida. He went on to serve as a Special Assistant to Governor Lawton Chiles before winning a special election to the Leon County Commission. Commissioner Proctor serves District 1 constituents with a "Clear Voice" addressing the needs of the community. Commissioner Proctor has achieved several accomplishments worthy of noting; Widening of Crawfordville Road (US Hwy 319 South) and the widening of Orange Avenue, Assisted with the building of the B.L. Perry Branch Public Library and the southside Richardson-Lewis Health Center, Chaired the 50th Anniversary of the Tallahassee Bus Boycott in 2006, Led the charge to keep the Bond Elementary School in the community at its current site, Chaired the Social and Political Action Committee of the Florida Conference of the A.M.E. Church for several years, Represented the county as the chief negotiator of the Fallschase Development Settlement Agreement. Over one billion dollars has been invested in District 1 under Commissioner Proctor's tenure. The Commissioner has continued with each passing year to chronicle seasons of success within District 1.

Rick Minor, District 3



Rick Minor was elected to the Leon County Board of County Commissioners in August 2018 and took office in November. He represents the citizens of County District 3 and is focused on reducing crime, growing our economy by helping businesses bring quality jobs to District 3 and the County, protecting the environment, and ensuring that our local government performs at the highest ethical standards. Rick recently served as the Chief Executive Officer of our region's nonprofit food bank. During his three-year tenure, the food bank's distribution grew by 86%, revenue increased by 54% and in FY 2019 it provided an all-time record 12.7 million pounds of food to those in need. The food bank coordinates with more than 135 agency partners across the Big Bend region -- churches, schools, and other nonprofits -- to serve about 55,000 people each month. Rick is also the former Chief of Staff to the Mayor's Office at Tallahassee's City Hall. In that role, he was responsible for managing both the Mayor's Office and the City's involvement in various projects such as Local Business Saturday,

Choose Tallahassee, and the DeSoto 'America's First Christmas' site. Rick also functioned as the City's intergovernmental and legislative liaison, advocating for federal and state policies that benefited Tallahassee's residents and businesses. For much of his career, Rick has developed public policy for state and local governments and he has also spent a great deal of time in the private sector, running the financial operations of a small business, managing accounts and making payroll for employees. In addition, Rick spent nearly a decade as a business and information technology consultant, working on numerous private and public sector projects throughout the United States as well as in Germany, Hong Kong, Canada, South Africa, and Denmark. Rick is a native Floridian with a Bachelor of Science degree in Business. He has also earned a Master in Public Administration from Harvard University's Kennedy School of Government. Rick and his wife Jessica are the proud parents of two young daughters, Madeline and Charlotte.

Kristin Dozier, District 5



Commissioner Dozier is serving her third term as a Leon County Commissioner. She was first elected to the Commission in 2010 and re-elected without opposition in 2014 and 2018. In 2013, her fellow Commissioners elected her to serve as Chairman of the Board of County Commissioners for 2013-2014. Since taking office, Kristin has taken on numerous board and committee assignments and is a past-Chair and current member of the Apalachee Regional Planning Council (ARPC), the Leon County Research & Development Authority (LCRDA) and the Capital Region Transportation Planning Agency (CRTPA). Prior to her election, Kristin spent 11 years at Mad Dog Construction, holding several positions including Green Building Advisor and Vice President.

Nick Maddox, At-Large



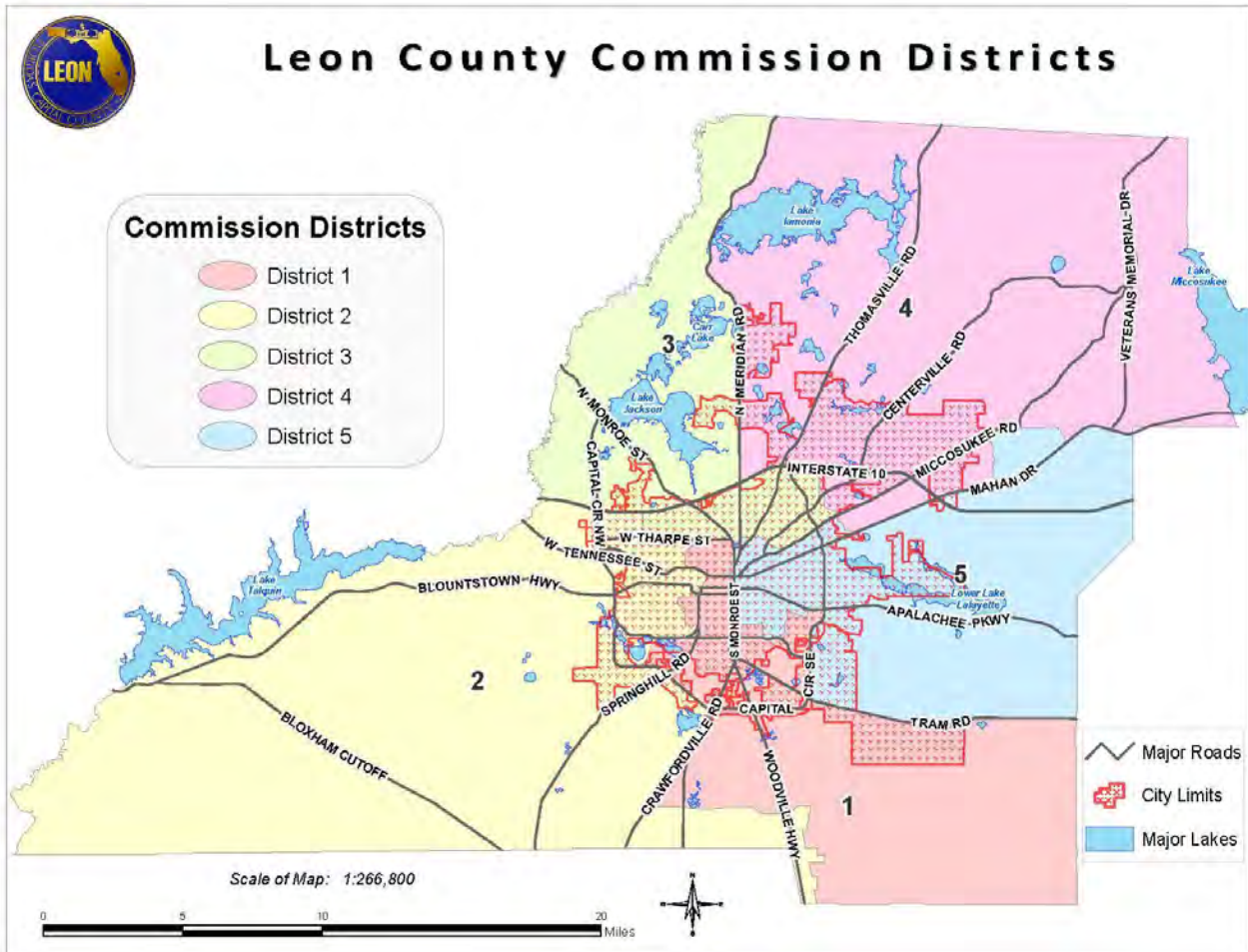
Commissioner Nick Maddox was first elected in 2010 to represent the citizens of Leon County. Running on a platform of diversity, transparency and competitiveness, Maddox has won reelection in 2014, and again in 2018. Before Commissioner Maddox was slipping on his loafers, he was lacing up his cleats as part of the Florida State Seminoles football team. It was in his role as running back that he and the Seminoles were able to capture their second championship in 1999; although Commissioner Maddox gives all the glory to his teammates and coaches. After finding success at the college football level, Commissioner Maddox took his talents to the big stage and was signed as a free agent to the Chargers before playing on the Chargers, the Panthers, and the Cleveland Browns over a three-year career. Upon retiring from the NFL in 2005, Commissioner Maddox returned to FSU where he earned dual degrees in Real Estate and Business Administration. Upon graduating, he worked for the Seminole Boosters and then once again joined a team with his former head coach as the Vice President of

Development for the Bowden Foundation. Nick then used his talents for building strategic relationships, administration, and fund development for the Leon County Schools Foundation where he served as Executive Director. Now serving in a role that brings all of his passions together, Nick is the CEO of the Boys and Girls Club of the Big Bend where he is able to serve children who are growing up in the same circumstances he did and helping them realize their full potential. Nick's passion for winning and success has translated into a competitive edge that he has brought to our community. Some of his specific focuses have been on building up the county's youth through mentoring and creative programming, bringing in new business and growing local business, as well as preserving Leon County's environment. He maintains his commitment to the community he is proud to call home by investing his time in numerous organizations including Omega Psi Phi, the Tallahassee Symphony Orchestra, and the Council on Culture and Arts. Nick met his wife Tina in 2005 and together they are raising three children, Nyla, Mylee, and Nicholas. Nick is passionate about improving the county not just for his children, but for everybody's, and ensuring the future of this community remains beautiful.

Mary Ann Lindley, At-Large



Commissioner Lindley was elected to the board serving her first term as At-Large in 2012 after resigning from a long career in journalism to run for public office. She earned her degree in Journalism at the University of Missouri and has lived in Florida most of her adult life, primarily in Tallahassee where she was a columnist and editorial page editor of the Tallahassee Democrat. She has been involved in numerous community activities including the Village Square and Capitol Tiger Bay Club. In her first months on the BOCC, she sponsored the County's Domestic Partnership Registry, championed significant improvements to the Animal Service Center through an enhanced partnership with the City, and she has supported a number of budget changes that contribute to more sustainable and more fairly distributed costs of county services while ensuring one of the lowest per capita costs of local government in the state. She is married and "mom" to a great shelter dog, Gentry.



LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 292,332 people, with 99,951 living in the unincorporated area of the County and 192,381 living within the city limits.

Leon County is a political subdivision of the State of Florida and is guided by an elected seven-member Board of County Commissioners. Five members of the Board are elected to serve specific districts and two members are elected at-large. The members of the Board also select a chairperson each year. Florida Statutes, Chapter 125 establishes the powers and duties of the County Commission and the County Administrator. Originally part of Escambia and later Gadsden County, Leon County was created in 1824. It was named for Juan Ponce de León, the Spanish explorer who was the first European to reach Florida.

The County became a charter government effective November 12, 2002, with the passage of a referendum by Leon County voters. A Home Rule Charter gives citizens the power to shape their government to meet their unique and changing needs through a local constitution.

The County Administrator is appointed by the Board of County Commissioners and is responsible for carrying out the directives and policies of the Board. The County Administrator is also responsible for the management and supervision of all functions and personnel under the Board of County Commissioners.

Leon County has five Constitutional Officers, which includes the Clerk of the Court, the Property Appraiser, the Sheriff, the Supervisor of Elections, and the Tax Collector. Constitutional Officers are elected to administer a specific function of County government and are directly accountable to the public. Other elected officials of Leon County include the Judiciary, State Attorney, and Public Defender.

The Board of County Commissioners is obligated to fund the operating budget of elected officials partly or in whole. Leon County also has a number of appointed Boards and Committees that serve in an advisory capacity to the Board of County Commissioners. In addition, the Board appoints a number of committees that serve as quasi-legislative bodies.



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Leon County, Florida** for its annual budget for the fiscal year beginning **October 1, 2018**.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to the program requirements, and we will be submitting our budget to GFOA to determine its eligibility for another award.

On behalf of the County Administrator as adopted by the Board, the Office of Management & Budget provided the County's Operating Budget, Capital Improvement Program, and the Budget in Brief on the Internet for better accessibility to the public and received the Government Finance Officers Association award for the 29th consecutive year.

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

PREPARED BY:

**Leon County
Board of County Commissioners**

Vincent S. Long
County Administrator

Alan Rosenzweig
Deputy County Administrator

Wanda Hunter
Assistant County Administrator

Kenneth Morris
Assistant County Administrator

Office of Management & Budget

W. Scott Ross
Director, Office of Financial Stewardship

Timothy P. Barden
Budget Manager

Eryn Calabro
Senior Management & Budget Analyst

Jelani Marks
Management & Budget Analyst

Michelle Tipton
Management & Budget Analyst

Tiffany Fisher
Management Analyst

Chaewon Park
Management & Budget Intern

The Leon County Office of Management & Budget (OMB) received a Certificate of Recognition for Budget Preparation from the Governmental Finance Officers Association (GFOA). The award represents a significant achievement by OMB.

The purpose of the GFOA is to enhance and promote the professional management of governments for public benefit by identifying and developing financial policies and practices and promoting them through education, training, and leadership. The association has more than 17,000 members throughout North America.



Leon County Government Organization Chart

People Focused. Performance Driven.

- VOTER ELECTED**
- » Judicial
 - » Clerk of the Court Circuit and Comptroller
 - » Property Appraiser
 - » Supervisor of Elections
 - » Tax Collector
 - » Sheriff

Citizens of Leon County



Board of County Commissioners



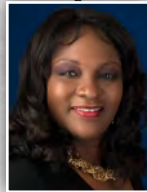
Herbert W. A. Thiele



Vincent S. Long

County Attorney

County Administrator



Wanda Hunter



Mathieu Cavell



Alan Rosenzweig

Deputy County Administrator



Andrew Johnson



Candice Wilson
Director



Ken Morris

Assistant County Administrator
Citizen Services

Assistant to the County Administrator
Community Relations and Resilience

Assistant to the County Administrator
Legislative and Strategic Initiatives

Human Resources

Assistant County Administrator
Community Development



Debra Sears
Director



Teresa Broxton
Director



Shington Lamy
Director



Chad Abrams
Chief



Kevin Peters
Director



Pat Curtis
Director



Scott Ross
Director



Maggie Theriot
Director



David McDevitt
Director



Ben Pingree
Director



Brent Pell
Director



Kerri Post
Director

Library Services

- » Branch Libraries
- » Ask a Librarian and Reference
- » Community Programming
- » Learning Resources
- » Technology and Media

Office of Intervention and Detention Alternatives

- » Probation
- » Supervised Pretrial Release
- » Drug and Alcohol Testing
- » PSCC
- » Liaison - Judiciary, State Attorney, Public Defender, Law Enforcement

Office of Human Services and Community Partnerships

- » Housing Services
- » Human Services
- » Primary Healthcare
- » Veteran Services
- » CHSP
- » VolunteerLEON

Office of Public Safety

- » Emergency Medical Services
- » Consolidated Dispatch Agency
- » Animal Control

Emergency Management

- » Disaster Preparedness and Response
- » 9-1-1 Operations
- » Disaster Plan Review
- » Emergency Exercises and Trainings

Office of Information and Technology

- » Management Information Services
- » Geographical Information Systems

Office of Financial Stewardship

- » OMB
- » Risk Management
- » Purchasing
- » Real Estate Management

Office of Resource Stewardship

- » Sustainability
 - Recycling
- » Parks and Recreation
 - Community Centers
- » Facilities Management
- » Solid Waste
- » Cooperative Extension

Department of Development Support and Environmental Mgmt.

- » Environmental Services
 - Petroleum Storage Tanks
- » Development Services
- » Building Plans Review and Inspection
- » Permit/Code Services

Department of P.L.A.C.E.
(Planning, Land Management and Community Enhancement)

- » Planning
- » Blueprint
- » Office of Economic Vitality
- » M\WSBE

Department of Public Works

- » Operations
 - Mosquito Control
- » Engineering Services
 - Construction Management
- » Fleet Management

Division of Tourism

- » Destination Marketing
- » Sports Tourism
- » Signature Event Grants
- » Amphitheater Concert Series
- » Culture and Arts



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

October 21, 2019

JIMBO JACKSON
District 2
Chairman

BRYAN DESLOGE
District 4
Vice Chairman

BILL PROCTOR
District 1

RICK MINOR
District 3

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

Members of the Board of County Commissioners
Leon County Courthouse
Tallahassee, FL 32301

Honorable Members of the Board of County Commissioners:

I am pleased to formally present the Board with the FY 2019/2020 adopted budget. The adopted budget of \$274,202,473 represents a 4.02% increase from last fiscal year. The development of the FY 2019/2020 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the eighth consecutive year, and the County's continuous commitment to maximizing efficiency, driving performance and delivering results for our community - all core practices of Leon County Government.

With an increase in property tax values of 6.05% countywide and modest growth in sales taxes and other revenues due to an overall improving economy, FY 2019/2020 is the third consecutive year, the County will be able to:

- Balance its budget within the existing resources provided by normal growth in the economy to cover the inflationary costs of government;
- Support the budget requests of the Constitutional Offices; and,
- Fund Board priorities, without the need to increase the millage rate or cut essential services

This, of course, follows the economic collapse and slow recovery of the previous decade which required millions in annually recurring cuts to balance the county budget each year. While Leon County's post-recession economic growth has been slower and smaller relative to the state and national recovery, the FY 2019/2020 budget continues to reflect the return to best fiscal practices, which can be employed in more stable economic times. This included reducing the use of general fund balance for operating expenses and increasing appropriations to fund capital infrastructure maintenance. The adopted budget also provides cost savings associated with the County's continuous internal efficiency and innovation efforts to constrain budgetary growth and does not add any new Leon County Government general revenue funded positions.

In addition, Leon County has a five-year target for reducing its debt by 60% by 2021. Current projections show the County will exceed this goal and achieve a 71% reduction due to the refinancing of previous debt. In addition, Leon County has proactively positioned itself as a responsive and accountable grant funding partner. This is especially true regarding water quality funding, where \$30 million has been leveraged from the state on a dollar for dollar match thru FY 2024, to construct sewer systems to eliminate hundreds of septic tanks in the Primary Spring Protection Zone. Such actions have allowed the County to maintain a 'AA+' bond rating from Fitch and Moody's. Taking these deliberate actions each budget cycle, and having long-term financial goals, further ensures that Leon County is prepared to weather future economic downcycles.

The FY 2019/2020 budget process continues to follow the County's strategic framework of aligning the optimized resources of the County to address the highest priorities. As such, the FY 2019/2020 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request, including the third year of a three-year staffing plan for enhanced law enforcement efforts in the community. The budget also addresses our priority of being sensitive to taxpayers by eliminating the rural waste service center fees saving the users of these facilities \$200,000 per year.

Importantly, the FY 2019/2020 adopted budget implements the first year of the multi-fiscal year plan. The multi-year fiscal plan eliminates previously planned increases in the EMS MSTU, Solid Waste non-ad-valorem, and Fee Services fee, which will save taxpayers an estimated \$4.6 million annually, while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.

The FY 2019/2020 adopted budget reduces the use of fund balance to balance the budget by \$500,000. Last year \$2.0 was needed and this year \$1.56 million is appropriated. The amount of fund balance needed to balance the budget has been reduced by 70% from the height of the recession, when \$5.0 million was needed to balance the budget. The budget also reflects an increase of \$2.4 million in the recurring transfer to the capital maintenance budget for a total of \$7.4 million. Again, when the County was feeling the greatest impacts of the recession, the recurring transfer to the capital program was reduced to zero, and the capital program was funded through one-time reserves. Over the past five years, through deliberate and disciplined planning, we are incrementally achieving the goals of reducing the reliance on fund balance, and sufficiently funding our necessary capital budget through recurring resources.

The FY 2019/2020 adopted budget also reflects the third year of the FY 2017-2021 Strategic Plan and prioritizes the Plan's Strategic Initiatives, as well as the new addition of 5 Year Targets and Bold Goals. As such, the adopted budget aligns department and division resources with Plan priorities ranging from: continued funding for canopy road and other tree plantings, the construction of sidewalks, building dog parks in the unincorporated areas of the County, and reducing the time approval period for single-family building permits.

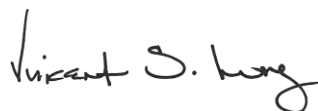
To continue support of another strategic plan initiative, hosting the NCAA cross country championship at Apalachee Regional Park, the FY 2019/2020 adopted budget includes \$1.4 million to construct the cross-country course pavilion, restrooms, stage and finish line. Leon County's FY 2019/2020 adopted budget continues to exceed efficiency metrics with among the lowest budget and lowest number of employees per capita for all comparable counties, while the organization continues to strive to set the standard for performance for all local governments to follow. The County's employees remain the reason we can exceed such benchmarks and expect such results.

In closing, I would like to thank the Board for your clear and consistent fiscal and policy leadership and guidance in the wake of a slow economic recovery and throughout this era of unprecedented challenges and fiscal constraints imposed by the Legislature. In addition, the cooperation of the Constitutional Officers was critical in balancing the budget and I genuinely appreciate their efforts. And of course, tremendous thanks go to our employees for the dedication and innovation they bring to this process year-round.

Despite the challenges, Leon County has positioned itself to remain fiscally viable and responsible to our citizenry. While modest, I am confident this adopted budget and five-year capital plan will provide the resources necessary for Leon County employees to continue to set the standard in delivering essential services to our citizens and for the Board of County Commissioners to continue to fulfill your ambitious vision for our community

In the following pages, you will find budget summary information presented for ease of use, as well as detailed revenue and expenditure data for a fully transparent and comprehensive view of the adopted FY 2019/2020 operating and capital budgets.

Sincerely,



Vincent S. Long
County Administrator

PART A

| | |
|---------------------------------------|------------------|
| ADMINISTRATOR’S BUDGET MESSAGE | SECTION 1 |
| TABLE OF CONTENTS | SECTION 2 |
| READER’S GUIDE | SECTION 3 |
| LEADS/STRATEGIC PLAN | SECTION 4 |
| BUDGET SUMMARY/ANALYSIS | SECTION 5 |
| Budget Overview | 2 |
| Community Economic Profile | 27 |
| Comparative Data | 35 |
| Financial Indicators | 44 |
| Revenues v. Expenditures | 49 |
| Positions | 78 |
| Summary of Fund Balance | 83 |
| Debt & Transfers | 88 |
| BUDGET BY FUND | SECTION 6 |

PART B

| | |
|---|-------------------|
| BOARD OF COUNTY COMMISSIONERS | SECTION 7 |
| ADMINISTRATION | SECTION 8 |
| County Administration | 9 |
| Strategic Initiatives | 13 |
| Community and Media Relations | 16 |
| Human Resources | 18 |
| Emergency Management..... | 21 |
| OFFICE OF INFORMATION TECHNOLOGY | SECTION 9 |
| Management Information Services | 6 |
| Geographic Information Services..... | 11 |
| COUNTY ATTORNEY’S OFFICE | SECTION 10 |
| DEPARTMENT OF PUBLIC WORKS | SECTION 11 |
| Support Services | 8 |
| Operations..... | 10 |
| Engineering Services | 23 |
| Fleet Management | 27 |

Table of Contents

| | |
|---|-------------------|
| DEPARTMENT OF DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT | SECTION 12 |
| Customer Engagement Services | 7 |
| Code Compliance Services | 9 |
| Support Services | 12 |
| Building Plans Review & Inspection..... | 14 |
| Environmental Services | 18 |
| Development Services | 24 |
| | |
| DEPARTMENT OF PLACE | SECTION 13 |
| Planning Department | 8 |
| | |
| OFFICE OF FINANCIAL STEWARDSHIP | SECTION 14 |
| Office of Management & Budget..... | 6 |
| Risk Management | 8 |
| Purchasing | 10 |
| Real Estate..... | 16 |
| | |
| DIVISION OF TOURISM | SECTION 15 |
| Tourism Development..... | 8 |
| Line Item Funding: Council on Culture and Arts (COCA) | 13 |
| | |
| OFFICE OF PUBLIC SAFETY | SECTION 16 |
| Emergency Medical Services..... | 7 |
| Animal Control..... | 10 |
| | |
| OFFICE OF LIBRARY SERVICES | SECTION 17 |
| | |
| OFFICE OF INTERVENTION & DETENTION ALTERNATIVES | SECTION 18 |
| County Probation | 6 |
| Supervised Pretrial Release | 11 |
| Drug & Alcohol Testing | 15 |
| | |
| OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS | SECTION 19 |
| Human Services | 6 |
| Primary Healthcare..... | 14 |
| Veteran Services..... | 16 |
| Housing Services | 19 |
| Volunteer Services | 25 |
| | |
| OFFICE OF RESOURCE STEWARDSHIP | SECTION 20 |
| Office of Sustainability/Recycling Education..... | 9 |
| Cooperative Extension..... | 12 |
| Parks and Recreation Services..... | 15 |
| Facilities Management | 18 |
| Solid Waste | 25 |

Table of Contents

| | |
|--------------------------------|-------------------|
| CONSTITUTIONAL OFFICERS | SECTION 21 |
| Clerk of the Courts | 5 |
| Property Appraiser | 9 |
| Sheriff | 11 |
| Supervisor of Elections | 18 |
| Tax Collector | 24 |

| | |
|------------------------------------|-------------------|
| JUDICIAL OFFICERS | SECTION 22 |
| Court Administration..... | 5 |
| Other Court-Related Programs | 9 |
| State Attorney | 17 |
| Public Defender..... | 21 |
| Guardian Ad Litem | 25 |

PART C

| | |
|----------------------|-------------------|
| NON-OPERATING | SECTION 23 |
|----------------------|-------------------|

| | |
|---------------------|-------------------|
| DEBT PROFILE | SECTION 24 |
|---------------------|-------------------|

| | |
|------------------------------------|-------------------|
| CAPITAL IMPROVEMENT PROGRAM | SECTION 25 |
| Project Index | 2 |
| Summary | 5 |
| Culture & Recreation..... | 18 |
| General Government..... | 36 |
| Health & Safety | 67 |
| Physical Environment..... | 77 |
| Transportation | 112 |

| | |
|---|-------------------|
| APPENDIX | SECTION 26 |
| County Charter | 2 |
| Guiding Principles | 10 |
| County Policies & Ordinances | 11 |
| Budget Terminology | 47 |
| Statistical Summary | 55 |
| Budget Cost Summaries/Expenditure by Account..... | 60 |

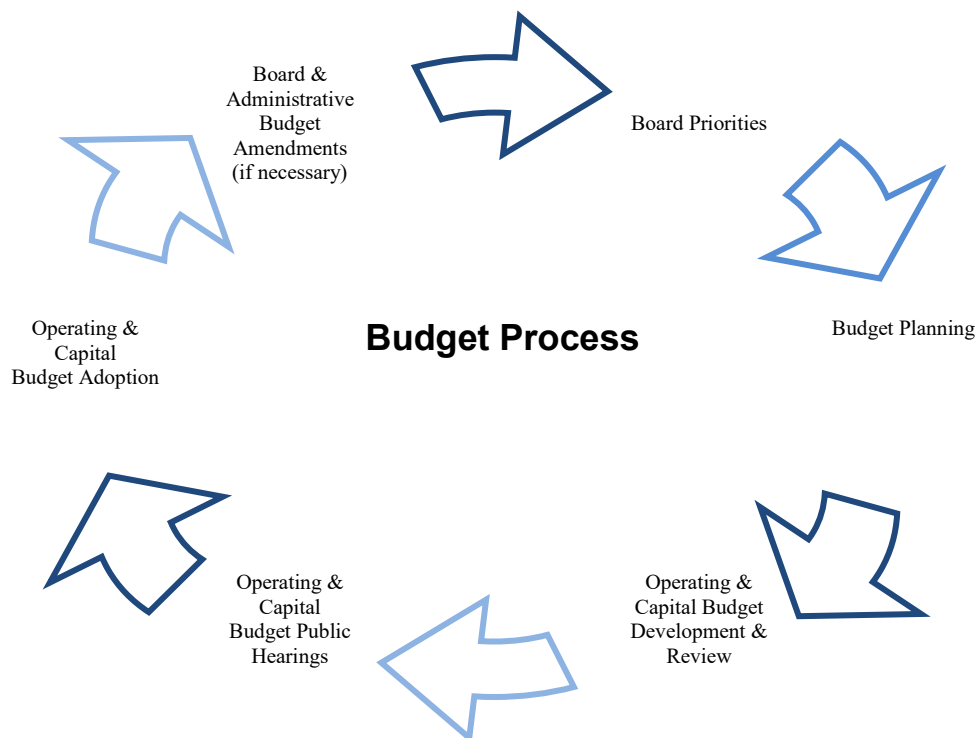
Leon County Fiscal Year 2020 **Adopted** Budget**Reader's Guide**

Figure 1: Budget Process: The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial Officers, and the Leon County Board of County Commissioners. The end result is an annual operating budget, a five-year financial plan, and a capital improvement program for Leon County.

OPERATING AND CAPITAL BUDGET PLANNING

Board Priorities

Annually, the Board conducts a retreat facilitated by the County Administrator to establish the County's priorities for the upcoming year. The 2019 Board Retreat served as the continuation of the FY2017-2021 strategic plan established in 2017 Board Retreat, and focused on disaster and community resilience, reviewing progress towards the County's bold goals and five-year targets, and updating the current strategic plan. More information about the Board's Strategic Plan can be found in Section 4.

Budget Planning

In early January, County departments/divisions assess program service level impacts and identify internal services needs for the budget year through an Internal Services Request process. Similarly, the capital planning process provides for a capital needs assessment and project identification by department/division staff. Both processes allow OMB and County Administration to provide financial analysis, evaluation and planning for capital projects, and operating budget impacts.

At the January 22, 2019 Board meeting, the Board ratified the actions from the December 2018 Board Retreat and approved the FY 2017 – 2021 Strategic Plan. The Board also formally approved a budget calendar (see Appendix). In March 2019, the Board established the Maximum Discretionary Funding Levels for outside agencies.

OPERATING AND CAPITAL BUDGET DEVELOPMENT, REVIEW, ADOPTION AND ADMINISTRATION

Operating Budget Development and Review

Each department, including the constitutional and the judicial officers are responsible for the development of their respective operating budget requests. The departmental budget requests are submitted to OMB during the month of March. Constitutional officers submit their budgets in May and June as specified by Florida Statute. During the months of April through June, all budgetary requests are analyzed, revenue estimates are updated, and conduct a Board policy guidance workshop on April 23, 2019 to enable staff to complete the Adopted budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

Leon County Fiscal Year 2020 **Adopted** Budget**Reader's Guide****Capital Improvement Program**

The Capital Improvement Program (CIP) is a five-year plan for providing public physical improvements funds during a five-year planning period. The program delineates proposed capital projects to be undertaken, the year in which they will be started or acquired, the funding amount expected or required for the projects each year (including anticipated operating impacts), and the proposed method of financing each of these expenditures. Each year, OMB facilitates a process to formulate a capital improvement program and capital budget.

Budget Adoption

The County Administrator presented the proposed budget to the Board at the June 18, 2019 budget workshop. The Board ratified the proposed budget and established the maximum millage rate at the July 9, 2019 meeting. During the month of September, the Board will adopt the budget at the first of two public hearings, which allows for citizen input as required by Florida Statutes (FS) 129 & 200. As a result of feedback from citizens and/or Board actions, it may be necessary to modify the tentative budget prior to final adoption. At the final public hearing, the Board adopts the final millage rates and budget by resolution.

Budgetary Structure

Chapter 129, Florida Statute requires local county government to adopt balanced budgets. The FY 2019/2020 Adopted Budget for Leon County is balanced with the use of a variety of revenue sources and fund balances.

Amendment Request (BAR)

Budgetary control is maintained at the department level, with OMB providing support to each department. Departmental budgets can be amended according to the County policy for amending the budget (Policy No. 97-11, See Appendix). The County Administrator may authorize personnel services and operating expenditures up to 10 percent of the total budget on an aggregate basis between programs with a \$250,000 cap and intrafund transfers up to \$250,000. All intrafund transfers greater than \$250,000 and all interfund transfers must be approved by a majority vote of the County Commission.

Leon County Fiscal Year 2020 Adopted Budget**Budget Calendar****December 2018**

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|---------------------------|-----------------|---|
| Monday, December 10, 2018 | Board Retreat | Board of County Commissioners (BOCC) Executive Staff |

December 2018

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January 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|--------------------------|--|---|
| Monday, January 7, 2019 | Internal Service Requests Matrix Distributed to Departments/Constitutional/Judicial Officers | Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB) |
| Friday, January 25, 2019 | Departments/Constitutional/Judicial Officers submit Internal Service Requests | Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB) |

January 2019

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February 2019

| | | |
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| Tuesday, February 12, 2019 | GovMax Training | OMB |
| Wednesday, February 13, 2019 | GovMax Open to Dept. | OMB/ All Departments |
| Friday, February 15, 2019 | | |
| Friday, February 22, 2019 | Deadline for New Capital Project Requests | OMB/All Departments |
| Tuesday, February 26, 2019 | Establish maximum funding levels for outside agencies at regular meeting | Board of County Commissioners (BOCC) |

February 2019

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March 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|------------------------|---|---------------------|
| Friday, March 8, 2019 | Department Narrative Sheets and Business Plans sent | OMB/All Departments |
| Friday, March 15, 2019 | GovMax closes, existing and new CIP submissions in GovMax | OMB/All Departments |
| Friday, March 29, 2019 | Department Narrative sheets and Business Plans are due | OMB/All Departments |

March 2019

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Leon County Fiscal Year 2020 Adopted Budget**Budget Calendar****April 2019**

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|---|--|--|
| Thursday, April 4, 2019 10:00 am - 4:00 pm | Executive Administrative Hearing (if necessary) | County Administrator/ OMB/All Departments |
| Tuesday, April 23, 2019 9:00 am - 3:00 pm | Preliminary Budget Policy Workshop | OMB/All Departments |

April 2019

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May 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|-----------------------|---|--|
| Thursday, May 9, 2019 | Constitutional Officers Meeting (if necessary) | County Administrator/OMB/ Constitutional officers |

May 2019

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June 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|---|---|---|
| Saturday, June 1, 2019 | Receive Tentative Certified Values from Property Appraiser | Property Appraiser |
| Saturday, June 1, 2019 | Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice | Public Works/OMB/ Property Appraiser |
| Tuesday, June 18, 2019 9:00 am - 3:00 pm | Budget Workshop (Including presentation of the Mid-year report) | BOCC/County Administrator/ OMB/All Departments |

June 2019

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July 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|--|---|---|
| Monday, July 1, 2019 | Certified Taxable Values provided by Property Appraiser | Property Appraiser |
| Monday, July 1, 2019 | Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser | BOCC/ County Administrator/ OMB/ Property Appraiser |
| Tuesday, July 9, 2019 9:00 am — 3:00 pm | FY20 Budget Workshop (if necessary) | BOCC/ County Administrator/ OMB/All Departments |
| Tuesday, July 9, 2019 | Regular Board Meeting | BOCC/ County Administrator/ OMB/ Departments/ Citizens |

July 2019

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Leon County Fiscal Year 2020 Adopted Budget**Budget Calendar****August 2019**

| | | |
|---------------------------|---|---|
| Sunday, August 4, 2019 | TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue | County Administrator/OMB/Property Appraiser |
| Saturday, August 24, 2019 | Last day for Property Appraiser to mail TRIM notices | Property Appraiser |

August 2019

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September 2019

| <i>Date</i> | <i>Activity</i> | <i>Participants</i> |
|--|---|---|
| Friday, September 13, 2019 (Statutory Deadline is Sunday, September 15, 2019) | Certification of Non-Ad Valorem assessment roll due to Tax Collector | County Administrator/OMB/Property Appraiser |
| Tuesday, September 17, 2019 | BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2019/2020 | BOCC/ County Administrator/ OMB/ Departments/ Citizens |
| Tuesday, September 24, 2019 | BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2019/2020 | BOCC/ County Administrator/ OMB/ Departments/ Citizens |
| Friday, September 27, 2019 | Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector | County Administrator/OMB |

September 2019

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October 2019

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| Monday, October 1, 2019 | Beginning of New Fiscal Year | OMB |
| Thursday, October 24, 2019 | 30 day deadline to publish the adopted budget online | OMB |
| Thursday, October 24, 2019 | Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR) | County Administrator/ OMB |

October 2019

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Leon County Fiscal Year 2020 **Adopted** Budget

Reader's Guide

The Reader's Guide provides the basic budgeting information. This section is a layout of the budgeting process and what the budget document consists of as well as an explanation of forms that the reader will encounter while reading the budget document.

The Leon County budget document is intended to provide information in such a manner that the average reader can understand the operations of Leon County. The budget document is also intended to serve as a policy document, financial plan, and operating guide for county programs. The following is a brief description of the information included in each section of this document.

BUDGET MESSAGE

This section includes the County Administrator's Message, which summarizes the recommendations made to the Board during the budget process and provides an overview for the implementation of Board policy.

LEADS/Strategic Plan

This section includes the Leon County Board of County Commissioners' revised strategic plan for FY 2017 through FY 2021.

BUDGET SUMMARY & ANALYSIS

This section includes a summary of the budget, analysis of trends, finances, and staffing. A budget overview provides an explanation of future budget considerations based on revenue sources, relevant legislation, the economy, current fund balances, debt services and transfers. The analysis of trends evaluates the community's economic profile and compares Leon County to like-sized and surrounding counties. The financial analysis examines the financial indicators and major revenues. It also provides an illustration of revenue and expenditures, and it categorizes expenditures by function and revenues by source. Other analysis examines the County's estimated fund balance, long-term debt structure, and schedule of transfers.

BUDGET BY FUND

This section summarizes the County revenues and expenditures by discreet funds. Funds are presented in numeric order from Fund 001 (General Fund) to Fund 505 (Motor Pool).

LEON COUNTY GOVERNMENT

The Board of County Commissioners (BOCC) appoints the County Administrator to manage and supervise all County departments and offices. The departments and offices are as follows: Administration, Information Technology, County Attorney's Office, Public Works, Development Support & Environmental Management, PLACE, Financial Stewardship, Tourism Development, Public Safety, Library Services, Intervention & Detention Alternatives, Human Services & Community Partnerships, and Resource Stewardship.

As part of the LEADS process, a business plan is included for each department area. These plans summarize how each area demonstrates its commitment to the County's core practices and identify performance metrics within the budgetary units of the department. The following information is included for each program/department area: Goals, Core Objectives, Statutory Responsibilities, Advisory Board, Benchmarking, Performance Measures, and Notes.

ELECTED OFFICIALS

All elected officials, including the Board of County Commissioners, administer a specific function of County government and are directly accountable to the public for its proper operation. The Board funds all or, in some cases, a portion of the operating budget of the other elected officials. The elected officials are as follows: *Constitutional Officers* (Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector). *Judicial Officers* (Court Administration, Public Defender, and State Attorney).

NON-OPERATING OR OTHER BUDGETS

This section summarizes the funding of county programs that are not unique to one department but generally benefit the entire community.

DEBT PROFILE

This section includes summary information on the County's debt status.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) represents a five-year plan designed to meet the capital improvement needs of Leon County. This section includes a summary and a five-year plan for capital projects by fund and functional type.

APPENDIX

This section includes important County documents, such as the County Charter Ordinance, the County Policies and the Guiding Principles that provide direction and restrictions to the County's fiscal operation. It also provides an Acronym list that provides the reader with a collection of explanations of frequently-used budget terms and a Glossary that provides the reader with definitions of commonly used budget terms. A Statistical Summary of Leon County is also featured. Finally, a budget cost summaries section is included, which provides line item budgetary information for all County departments and divisions.

Leon County Fiscal Year 2020 **Adopted** Budget

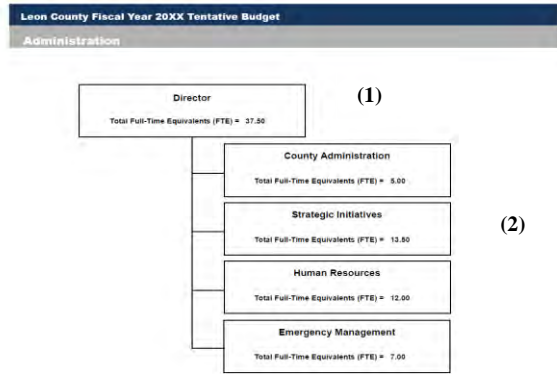
Reader's Guide

| If you have this question | Refer to Tab(s) | Page(s) |
|---|---|--------------------------|
| What is the total adopted budget? | Administrator's Budget Message Budget Summary & Analysis / Budget Overview | 1 5 - 2 |
| What is the County's millage rate? | Budget Summary & Analysis / Budget Overview Budget Summary & Analysis / Financial Indicators Budget by Fund | 5 - 2 5 - 44 6 - 4 |
| What is the County's budget process timeline? | Reader's Guide | 3 - 1 |
| How to read budget forms? | Reader's Guide | 3 - 8 |
| Where can I find the breakdown of County services by function? | Budget Summary & Analysis / Budget Overview | 5 - 2 |
| Where the money comes from and where the money goes? | Budget Summary & Analysis / Revenues v. Expenditures | 5 - 49 |
| Where can I find Discretionary Line Item Funding Agencies and outside agency contracts? | Non-Operating / Department Budgets | 23 - 4 |
| Where can I find Leon County's population? | Budget Summary/Analysis: Community Economic Profile Appendix | 5 - 27 26 - 52 |
| Where are the County's financial policies? | Appendix | 26 - 9 |
| Where can I learn about the capital budget? | Budget Message Budget Summary/Analysis: Expenditures v. Revenues Capital Improvement Program | 2 5 - 49 25 - 1 |
| What are the priorities of Leon County? | LEADS/Strategic Plan | 4 - 1 |

Leon County Fiscal Year 2020 **Adopted** Budget
Reader's Guide

HOW TO READ BUDGET FORMS

Figure 1.1 - Department Organizational Chart - Shows the organizational structure of each department at each of the reporting levels.



(1) Department Level - Shows the department level and the total number of FTEs within the department. County staff is divided between four service areas: County Administration, Strategic Initiatives, Human Resources, and Emergency Management.

(2) Division Level - Division shows FTE (Full-Time Equivalent) number of positions within the respected program area.

(2)

Figure 1.2 - Department Introduction- Introduces the department and division, in addition to providing division highlights.

Leon County Fiscal Year 20XX
 Administration

Executive Summary (3)

The Administrative section of the Leon County FY 20XX Annual Budget is comprised of County Administration, Strategic Initiatives, Human Resources and Management Information Services.

County Administration provides leadership and direction to County staff, facilitates the delivery of services consistent with the priorities and policies established by the Board, and manages the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources. Strategic Initiatives coordinates Strategic Planning and Leon LEADS activities throughout Leon County departments and divisions, while also working to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, providing community outreach, and serving as the County's liaison with media partners. Human Resources provides employee services in the areas of policy development, employee engagement, compensation and benefits, awards and recognition, and regulatory compliance. Management Information Services provides technology and telecommunications products and services, which enhances the County's information management capabilities.

The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities, and will serve as a gauge to assist the department in measuring outcomes of the plan. As part of the Leon LEADS Strategic Planning process, a County Administration Business Plan was revised to communicate the continued alignment of the Board's Strategic Priorities and Strategic Initiatives with the department's actions and performance measures. Due to each office's diverse responsibilities, separate Business Plans are also included for: (1) Community and Media Relations, with responsibilities for facilitating the flow of public information to internal and external parties; (2) Human Resources, with responsibilities for attracting, training and retaining a high performing and diverse workforce; and (3) Management Information Services, with responsibilities for providing reliable and effective technology and telecommunications services to county agencies.

HIGHLIGHTS (4)

During FY 20XX, Administration finalized agreements with the City of Tallahassee and the Leon County Sheriff necessary for the joint management and use of the recently opened Public Safety Complex (PSC), facility and technology support for the PSC, and consolidation of Public Safety Dispatch Communications. Administration guided the County through the establishment of a Domestic Partnership Registry, revisions to the County's Solid Waste and Stormwater Management System ordinances, and revisions to supporting enterprise fund fee structures. Additionally, Administration guided staff through the Leon County Sales Tax Committee process, continued its Citizens Engagement series, and hosted Operation Thank You - Welcome Home Vietnam Veterans. As this was the second year of a two-year Strategic Plan, the Board updated its plan and adopted 25 additional Strategic Initiatives. Strategic Initiatives tracked and reported on the progress made in support of 109 Strategic Initiatives (84 - FY 20XX and 25 - FY 20XX). During FY 20XX, Administration and Strategic Initiatives will continue to provide leadership and direction to County employees, in a manner consistent with the County's policies and Core Practices.

(3) Executive Summary - This section introduces the department, noting each division, and describing the primary purpose of the division in its delivery of services.

(4) Highlights - This section details the specific functions and service areas the division performs, including specific budget strategies or actions that were provided prior to or during the development of the budget.

Leon County Fiscal Year 2020 **Adopted** Budget

Reader's Guide

Figure 1.3 - Department Business Plans - Serves as a summary of Department Business Plans. These plans developed as a part of the FY 2017 through FY 2021 LEADS strategic planning process will summarize how the department/division is demonstrating its commitment to the County's core practices, and identify performance metrics. The components of the business plans consist of the mission statement, strategic priorities, strategic initiative, actions and performance measures.

| Leon County Fiscal Year 20XX Tentative Budget | | | | | | |
|--|-----|--|----------|---------|---------|---------|
| Office of Financial Stewardship Business Plan | | | | | | |
| Mission Statement | (5) | The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources. | | | | |
| Strategic Priorities | (6) | Governance G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. | | | | |
| Strategic Initiatives (September 30, 2021) | (7) | 1. Seek opportunities for partnerships through NACO and FAC's enterprise programs. | Complete | | | |
| | | 2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4) | Complete | | | |
| Actions | (8) | 1. Leon County continues to participate in NACO's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Purchasing Compensation Program. 2. At the April 23, 2019 Budget Workshop, the County implemented an \$12.00/hour minimum living wage for County employees. | | | | |
| Bold Goals and Five-Year Targets | (9) | Target: Reduce by 60% the outstanding debt of the County. (T15) Percentage of Outstanding Debt Reduced* | | | | |
| | | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
| | | 17% | 17% | 15% | 15% | 7% |
| | | 71% | | | | |
| Notes: 1. This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17% leaving an outstanding balance of \$32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County paid \$589,918 worth of interest and made principal payments totaling \$6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a \$442,534 interest payment and \$7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt. | | | | | | |

(5) Mission Statement - This section outlines what departments attempt to accomplish and how it plans to move towards achieving the Board's vision.

(6) Strategic Priorities - This section lists the Board's high-level "guiding vision" statements that articulate long-term priorities in order to focus efforts, resources and performance.

(7) Strategic Initiatives - This section contains tactics, projects, programs, or services to address the Board's Strategic Priorities.

(8) Actions - This section lists the broad implementation plan aligned with each strategic initiative.

(9) Bold Goals and Five-Year Targets - Where applicable, this section denotes the Department's work towards the Board's Goals and Targets described in the LEADS Strategic Plan section.

Figure 1.4 - Department Budget Summary- Serves as a summary of the entire Department Budgetary Costs, Staffing Summary and Funding Sources report, which contains a summary of past, present and future financial, staffing, and funding information.

| Leon County Fiscal Year 20XX Tentative Budget | | | | | | | |
|---|------|----------------|-----------------|----------------------|----------------|----------------|----------------|
| Administration | | | | | | | |
| Budgetary Costs | (10) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Personnel Services | | 3,437,539 | 3,395,951 | 3,895,651 | 74,987 | 3,970,502 | 4,190,106 |
| Operating | | 1,444,234 | 1,905,458 | 1,868,033 | 40,100 | 1,908,133 | 1,875,241 |
| Transportation | | 55 | 2,796 | 2,978 | - | 2,978 | 2,978 |
| Capital Outlay | | - | 10,224 | - | - | - | 10,862 |
| Budgeted Reserves | | - | 14,546 | - | - | - | 10,862 |
| Total Budgetary Costs | | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Appropriations | (11) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration | | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Strategic Initiatives | | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,602,547 |
| Human Resources | | 1,204,447 | 1,405,987 | 1,959,093 | - | 1,509,093 | 1,549,332 |
| Emergency Management | | 1,233,488 | 1,361,945 | 1,549,614 | 12,000 | 1,561,614 | 1,605,754 |
| Total Budget | | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Funding Sources | (12) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | | 3,648,541 | 3,907,029 | 4,217,048 | 102,951 | 4,319,999 | 4,363,433 |
| 126 Grants | | 251,913 | 121,155 | 334,214 | 12,000 | 346,214 | 354,354 |
| 130 9-1-1 Emergency Communications | | 981,875 | 1,240,790 | 1,215,400 | - | 1,215,400 | 1,251,400 |
| Total Revenues | | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Staffing Summary | (13) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration | | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Emergency Management | | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Human Resources | | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| Strategic Initiatives | | 12.50 | 12.50 | 12.50 | 1.00 | 13.50 | 13.50 |
| Total Full-Time Equivalents (FTE) | | 36.50 | 36.50 | 36.50 | 1.00 | 37.50 | 37.50 |

(10) Budgetary Costs - This section contains a summary of past, present, and future financial information related to personnel services, operating expenses, capital outlay, transportation and grants.

(11) Appropriations - This section represents a specific amount of funds that the Board has authorized.

(12) Funding Sources - This section contains a summary of the revenue sources that provide funding directly to the department.

(13) Staffing Summary - This section serves as a summary of past, present, and future information related to departments.

Leon County Fiscal Year 2020 **Adopted** Budget

Reader's Guide

Figure 1.5 - Division Summary- Serves as a financial summary of the entire Division Budgetary Costs, Staffing Summary and Funding Sources report, which contains a summary of past, present and future financial, staffing, and funding information.

| Leon County Fiscal Year 20XX Tentative Budget | | | | | | |
|---|----------------|-----------------|----------------------|----------------|----------------|----------------|
| Administration | | | | | | |
| Strategic Initiatives - Strategic Initiatives (001-115-513) | | | | | | |
| Budgetary Costs (14) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Personnel Services | 478,121 | 496,190 | 572,055 | - | 572,055 | 591,728 |
| Operating | 242,678 | 258,817 | 258,817 | - | 258,817 | 223,820 |
| Total Budgetary Costs | 720,799 | 755,007 | 830,872 | - | 830,872 | 815,548 |
| Funding Sources (15) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,548 |
| Total Revenues | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,548 |
| Staffing Summary (16) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Special Projects Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant to County Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Management Intern | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Agenda Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Citizen Services Liaison | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |

The major variances for the FY 2020 Strategic Initiatives budget are as follows:
 Increases to Program Funding
 1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

(14) Budgetary Costs - This section contains a summary of past, present, and future financial information related to personnel services, operating expenses, capital outlay, and grants.

(15) Funding Sources - This section contains a summary of the revenue sources that provide funding to this division/program.

(16) Staffing Summary - This section serves as a summary of past, present, and future information related to Division/program staffing.

Figure 1.6 - Program Description- Describes the goals, objectives, statutory responsibilities, advisory boards, provides a list of benchmarks for the program, lists performance measures, and provides relevant notes concerning the measures. The data on this form illustrates the Division or program's performance which indicates how efficiently and effectively services are projected to be provided.

| Leon County Fiscal Year 20XX Tentative Budget | | | | | |
|--|---|-----------------|---------------------------------|--|------------------|
| Department of Public Works | | | | | |
| Operations – Right-Of-Way Management (106-432-541) | | | | | |
| Goal (17) | The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance. | | | | |
| Core Objectives (18) | <ol style="list-style-type: none"> 1. Provide roadside maintenance on over 650 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways. | | | | |
| Statutory Responsibilities (19) | Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc.," Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation" | | | | |
| Advisory Board (20) | Canopy Roads Citizen Committee, Tree and Wildlife Committee | | | | |
| Benchmarking | | | | | |
| Priorities | (21) | Benchmark Data | Leon County FYXX Actual MH/Unit | Benchmark (FDOT 4 Year Average Production) | |
| Q2 | Roadside Litter Removal | | 0.57 man hours/acre | 0.78 man hours/acre | |
| Q2 | Right-of-Way Mowing | | 0.13 man hours/acre | 0.66 man hours/acre | |
| Q2 | Finish Cut Mowing | | 7.43 man hours/acre | 3.21 man hours/acre | |
| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
| Reference | Measure (22) | | FY 20XX Estimate | FY 20XX Estimate | |
| T5 | Strategic Target: Plant 15,000 trees between FY17 – FY21 | | 361 | 600 | |
| T5 | Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21 | | 0 | 250 | |
| Performance Measures | | | | | |
| Priorities | Performance Measures (23) | FY 201X Actuals | FY 201X Actuals | FY 201X Estimate | FY 201X Estimate |
| Q1, EN2 | Increase the number of Adopt-a-Road litter control groups by 2% over the prior year. | 2% | 10% | 2% | 2% |
| Q1, EN2 | Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles | 12.5 | 24.5 | 19 | 19 |
| Q1, EN2 | Perform clear zone maintenance on 15 shoulder miles | 18.96 | 8.3 | 40 | 15 |

(17) Goals - This section states what is to be achieved as a result of the division/program's operation.

(18) Core Objectives - This section describes the activities that will attain the division/program's established goals.

(19) Statutory Responsibilities - This section details the statutory and code references that the division/programs are charged to perform.

(20) Advisory Boards - This section lists the advisory boards that the division/programs are charged to staff or support.

(21) Benchmarks - Where applicable, this section compares division/program benchmarks against established tracked industry or institutional standards.

(22) Strategic Plan Bold Goals and Five-Year Targets - Where applicable, this section denotes the division's work towards the Board's Goals and Targets described in the LEADS Strategic Plan section.

(23) Performance Measures - This section compares the division/program's actual performance with target levels to determine if the division/program is accomplishing its desired outcomes.

Leon County Fiscal Year 2020 **Adopted** Budget

Reader's Guide

Figure 1.7 - Program Summary- Serves as a financial summary of the Division's Programs. It presents the budgetary costs, staffing summary and funding sources report, which contains summary of past, present and future financial, staffing, and funding information.

| Leon County Fiscal Year 20XX Tentative Budget | | | | | | |
|---|----------------|-----------------|----------------------|----------------|----------------|----------------|
| Administration | | | | | | |
| Strategic Initiatives - Community and Media Relations (001-116-513) | | | | | | |
| Budgetary Costs (24) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Personnel Services | 362,233 | 369,811 | 382,293 | 74,851 | 457,144 | 472,527 |
| Operating | 258,919 | 302,911 | 293,846 | 28,100 | 321,946 | 311,952 |
| Transportation | 55 | 410 | 522 | - | 522 | 522 |
| Total Budgetary Costs | 621,207 | 672,932 | 676,661 | 102,951 | 779,612 | 785,001 |
| Funding Source (25) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 621,207 | 672,932 | 676,661 | 102,951 | 779,612 | 785,001 |
| Total Revenues | 621,207 | 672,932 | 676,661 | 102,951 | 779,612 | 785,001 |
| Staffing Summary (26) | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Assistant to County Administrator | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Public Information Specialist | 3.00 | 3.00 | 2.00 | - | 2.00 | 2.00 |
| Public Information Specialist Citizen Engagement Liaison | - | - | 1.00 | - | 1.00 | 1.00 |
| Website Design Coordinator | - | - | - | 1.00 | 1.00 | 1.00 |
| Public Information & Communications Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Digital Communication Engagement Specialist | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 5.00 | 5.00 | 5.00 | 1.00 | 6.00 | 6.00 |

The major variances for the FY 2020 Community and Media Relations budget are as follows:

(27)

Increases to Program Funding

- Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.
- Promotional Activities increased by \$10,000 for the Complete Census Count funding for public information and education efforts associated with the upcoming 2020 Census and \$15,000 for promotional activities in local media.
- Other Current Charges and Obligations in the amount of \$25,000 associated with the realignment of Created Equal and Library Lecture Series funding from Strategic Initiatives.
- Printing and Binding increased in the amount of \$2,500 due to the cost of printing increasing each year for annual reports, ethics guide and mental health flyers.

(24) Budgetary Costs - This section contains a summary of past, present, and future expenditure information related to personnel services, operating expenses, capital outlay, grants and transportation.

(25) Funding Sources - This section contains a summary of the revenue sources that provide funding to the program.

(26) Staffing Summary - This section serves as a summary of past, present, and future information related to program staffing.

(27) Notes - This section describes increases and/or decreases in funding pertaining to the fiscal year budget.

Figure 1.8 - Capital Project Service Type- Provides a brief overview of all projects within the service type. The overview includes the following: managing departments, summary of the funding sources that support these services, and all major projects.

| Leon County Fiscal Year 20XX - 20XX Capital Improvement Program | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--------------------|------------------|------------------|----------------------|------------------|------------------|---------------------------------|--------|--------|---------------------------------|--------|--------|-------------|----------------------|--------|--------------|-----------|--------------------|-------|-------|--|--------|-------|--------|--------|--------|--------|--------------|--|----------------|-----------------|-----------------|-----------------|-----------------|
| Culture & Recreation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Overview | Managing Divisions (28) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Culture and Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major culture and recreation capital projects funded in FY 2019 include Fred George Park, Parks Capital Maintenance, Greenways Capital Maintenance, and New Parks/Greenways Vehicles and Equipment. | Table 25.7 shows Parks and Recreation will manage 14 projects, or 81% of the FY 2019 Culture and Recreation capital improvement projects. Engineering, Fleet Management and Management Information Systems will each manage one project for the remaining 19% of the Culture and Recreation capital improvement projects for FY 2019. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Funding Sources (29) | Operating Budget Impacts (30) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chart 25.4 illustrates that 100% (\$1.81 million) of culture and recreation projects are funded in FY 2019 by general revenue, or the Capital Improvements Fund (Fund 305). | Table 25.8 shows the estimated impacts that some Culture and Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Chart 25.4 FY 2019 Culture & Recreation Projects By Funding Source</p> | <p>Table 25.7 FY 2019 Culture & Recreation Projects By Managing Division</p> <table border="1"> <thead> <tr> <th>Managing Division</th> <th># of Projects</th> <th>FY 2019 Budget</th> </tr> </thead> <tbody> <tr> <td>Parks and Recreation</td> <td>13</td> <td>1,680,000</td> </tr> <tr> <td>Fleet Management</td> <td>1</td> <td>82,800</td> </tr> <tr> <td>Management Information Services</td> <td>1</td> <td>80,000</td> </tr> <tr> <td>Engineering</td> <td>1</td> <td>0</td> </tr> <tr> <td>Total</td> <td>16</td> <td>\$1,812,800</td> </tr> </tbody> </table> | Managing Division | # of Projects | FY 2019 Budget | Parks and Recreation | 13 | 1,680,000 | Fleet Management | 1 | 82,800 | Management Information Services | 1 | 80,000 | Engineering | 1 | 0 | Total | 16 | \$1,812,800 | | | | | | | | | | | | | | | | |
| Managing Division | # of Projects | FY 2019 Budget | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Parks and Recreation | 13 | 1,680,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fleet Management | 1 | 82,800 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Management Information Services | 1 | 80,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Engineering | 1 | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 16 | \$1,812,800 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Table 25.8 Culture & Recreation Operating Budget Impacts</p> <table border="1"> <thead> <tr> <th>Project</th> <th>Project #</th> <th>FY 2019 Estimate</th> <th>FY 2020 Estimate</th> <th>FY 2021 Estimate</th> <th>FY 2022 Estimate</th> <th>FY 2023 Estimate</th> </tr> </thead> <tbody> <tr> <td>Apalachee Parkway Regional Park</td> <td>045001</td> <td>0</td> <td>38,050</td> <td>38,500</td> <td>38,150</td> <td>39,700</td> </tr> <tr> <td>J.R. Alford Greenway</td> <td>045004</td> <td>3,500</td> <td>3,500</td> <td>3,500</td> <td>3,500</td> <td>3,500</td> </tr> <tr> <td>New Parks/Greenways Vehicles and Equipment</td> <td>046007</td> <td>2,440</td> <td>15,273</td> <td>15,273</td> <td>15,273</td> <td>15,273</td> </tr> <tr> <td>Total</td> <td></td> <td>\$5,940</td> <td>\$56,823</td> <td>\$67,273</td> <td>\$67,923</td> <td>\$68,473</td> </tr> </tbody> </table> | Project | Project # | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | FY 2022 Estimate | FY 2023 Estimate | Apalachee Parkway Regional Park | 045001 | 0 | 38,050 | 38,500 | 38,150 | 39,700 | J.R. Alford Greenway | 045004 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | New Parks/Greenways Vehicles and Equipment | 046007 | 2,440 | 15,273 | 15,273 | 15,273 | 15,273 | Total | | \$5,940 | \$56,823 | \$67,273 | \$67,923 | \$68,473 |
| Project | Project # | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | FY 2022 Estimate | FY 2023 Estimate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Apalachee Parkway Regional Park | 045001 | 0 | 38,050 | 38,500 | 38,150 | 39,700 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| J.R. Alford Greenway | 045004 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Parks/Greenways Vehicles and Equipment | 046007 | 2,440 | 15,273 | 15,273 | 15,273 | 15,273 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | | \$5,940 | \$56,823 | \$67,273 | \$67,923 | \$68,473 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

(28) Managing Departments - This section highlights the departments that manage the capital projects within the service type. It describes the number of projects managed, the overall dollar amount of the managing department, and the percentage of the total budget managed for that service type.

(29) Funding Sources - This section contains a summary of the funding sources that support this service type.

(30) Operating Impacts - This section describes the operating impacts of the capital project.

Leon County Fiscal Year 2020 **Adopted** Budget

Reader's Guide

Figure 1.8 - Capital Project Detail- Provides project identification, description and justification, financial summary, all policy and comprehensive plan information, and any operating budget impacts.

Leon County Fiscal Year 20XX - 20XX Capital Improvement Program
General Vehicle & Equipment Replacement

Dept/Div: Fleet Management Comp Plan CIE Project: N/A
 Project #: 020083 Capital Improvement: N/A
 Service Type: General Government Level of Service Standard: N/A
 Status: Existing Project Strategic Priority: G2 **(31)**

Project Description/Justification (32)
 This project is for the replacement of County vehicles and equipment. It is estimated that the vehicles/equipment being replaced will generate \$17,000 in surplus sales. The following is the FY 2019 replacement schedule:

| Division | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|----------------------|-----------------------|--------------|---------------|---------------------|----------------------------|
| Facilities | 2002 GMC Sierra | 70,046 | \$17,976 | \$10,085 | \$38,000 |
| Parks and Recreation | 2002 Ford Ranger | 113,588 | \$12,038 | \$6,941 | \$38,000 |
| Parks and Recreation | 2005 Elite Trailer | N/A | \$2,100 | \$7,789 | \$7,000 |
| Parks and Recreation | 2006 Ford F-250 | 120,071 | \$20,200 | \$14,704 | \$48,000 |
| Parks and Recreation | 2007 Ford F-350 | 92,037 | \$28,300 | \$26,115 | \$48,000 |
| Parks and Recreation | 2008 Ford F-350 | 107,558 | \$28,960 | \$26,039 | \$48,000 |

Strategic Initiative (33)
 N/A

Financial Summary (34)

| Funding Source | Life To Date FY 2017 | Adjusted Budget FY 2018 | Year To Date FY 2018 | FY 2019 Budget | FY 2020 Planned | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 4,000,148 | 280,912 | 251,158 | 227,000 | 312,500 | 290,000 | 123,000 | 103,000 | 1,069,500 | 6,251,558 |
| | 4,000,148 | 280,912 | 251,158 | 227,000 | 312,500 | 290,000 | 123,000 | 103,000 | 1,069,500 | 6,251,558 |

Policy/Comprehensive Plan Information (35)
 In accordance with the Green Fleet Policy each vehicle and equipment replacement is evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact (36)
 There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



(31) Project Identification - This section provides the project's managing department/division, project number, service type, project status, comprehensive plan elements, service standard, and what Strategic Priority(s) the project works toward. The Board's Strategic Priorities are further explained in the LEADS/ Strategic Plan section.

(32) Project Description/Justification - This section describes the project and provides a brief justification for its overall purpose.

(33) Strategic Initiative - This section notes if the project works toward fulfilling one or more of the Board's Strategic Initiatives. The Board's Strategic Initiatives are further explained in the LEADS/ Strategic Plan section.

(34) Financial Summary - This section contains a summary of the funding sources for the project. In addition, this section summarizes the past, present, and future expenditure information for the project.

(35) Policy/Comprehensive Plan Information - This section outlines all major policies, Inter-local Agreements, Florida Statutes, and comprehensive plan amendments that pertain to the project.

(36) Operating Budget Impact - This section contains all the financial impacts on the operating budget. The impacts are listed by fiscal year.



LEON COUNTY FY2017-2021

STRATEGIC PLAN

UPDATED JANUARY 2019

ECONOMY ENVIRONMENT QUALITY OF LIFE GOVERNANCE



(Left to Right) District 1 Commissioner Bill Proctor, District 3 Commissioner Rick Minor, At-Large Commissioner Mary Ann Lindley, District 2 Commissioner Jimbo Jackson (Chairman), District 4 Commissioner Bryan Desloge (Vice Chairman), District 5 Commissioner Kristin Dozier and At-Large Commissioner Nick Maddox.



VISION

A community that is safe, healthy and vibrant.

MISSION

To efficiently provide public services which serve and strengthen our community.

LEON COUNTY

On behalf of the Board of County Commissioners and the dedicated men and women of Leon County Government, I'm proud to present the updated Fiscal Year (FY) 2017-2021 Leon County Strategic Plan. In the pages ahead, you will read about the County's vision, priorities, and initiatives that guide our daily efforts, as well as bold goals and five-year targets, which keep County employees striving to make Leon County a special place to live, work, and play.

Each year we update our Strategic Plan as we continue to evolve, engage, and execute our strategy. Our culture of performance has made Leon County known nationwide and here at home as a county government of innovative problem solvers working on behalf of and alongside our citizens in



County Administrator Vincent S. Long

addressing the needs of the day and shaping our future.

In the pages ahead, you will see how we at Leon County plan and measure our success in the priority areas of Economy, Environment, Quality of Life, and Governance. Our Strategic Plan guides our efforts at every level of the organization and provides a foundation for setting the standard in public service. Recently updated for the current year, this plan features five-year targets that keep us focused on tangible results, and our bold goals that ensure we stretch ourselves to expand possibilities and exceed expectations.

And we cannot do all this alone. In the years ahead, we will continue to engage citizens as co-creators of this special community we share.

CORE PRACTICES

- » Delivering the “Wow” factor in Customer Service.
- » Connecting with Citizens.
- » Demonstrating Highest Standards of Public Service.
- » Accepting Accountability.
- » Exhibiting Respect.
- » Employing Team Approach.
- » Exercising Responsible Stewardship of the Community's Resources.
- » Living our “People Focused, Performance Driven” Culture.



FY2017-2021 Strategic Plan

VISION

A community that is safe, healthy and vibrant.

MISSION

To efficiently provide public services which serve and strengthen our community.

CORE VALUES

Service, Integrity, Accountability, Respect, Collaboration, Stewardship, Transparency, Performance

STRATEGIC PRIORITIES

Economy

To be an effective leader and a reliable partner in our continuous efforts to make Leon County a place which attracts and retains talent, to grow and diversify our local economy, and to realize our full economic vitality.

Environment

To be a responsible steward of our precious natural resources in our continuous efforts to make Leon County a place which values our environment and natural beauty as a vital component of our community's health, economic strength and social offerings.

Quality of Life

To be a provider of essential services which promote the well-being of our citizens and the livability of our community in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community.

Governance

To be a model for local governance with innovative, competent, and responsible public servants, committed to promoting integrity, creating meaningful opportunities for citizen engagement and co-creation, and ensuring fiscal stewardship.

**STRATEGIC
INITIATIVES**

**BOLD GOALS
AND TARGETS**

Vision

A community that is safe, healthy and vibrant.

Leon County's vision statement is an aspirational description of what the organization would like to achieve and accomplish in the future. The vision statement also describes how Leon County, in an ideal state, should look in the future.

Mission

To efficiently provide public services which serve and strengthen our community.

Leon County's mission statement supports the vision and serves to communicate purpose and direction to employees, citizens, vendors and other stakeholders. The mission statement reflects the organization's vision, but is more concrete and action-oriented.

Core Values

Service, Integrity, Accountability, Respect, Collaboration, Stewardship, Transparency, Performance

Leon County's core values are the foundational, guiding principles on how the County team serves the public, exceeds expectations, and accomplishes big, game-changing projects and initiatives. These core values serve as the foundation for our core practices, which are the ways we live our values every day through public service.

Strategic Priorities

Leon County's Strategic Priorities are high-level categories of focus in the County's major areas of responsibilities: Economy, Environment, Quality of Life, and Governance. The priorities consider the County's future in each area and are critical to the success of the community. As part of the strategic plan, these priorities inform every decision and every initiative made by Leon County.

Strategic Initiatives

Leon County's strategic initiatives are program- or area-specific projects that align with the County's strategic priorities to serve and strengthen the community. In the FY2017-2021 Strategic Plan, the 75 strategic initiatives ensure that the optimized resources of the County are aligned to address the community's most pressing issues and to achieve the County's top priorities.

Bold Goals and Targets

Bold goals are truly stretch goals that will be big and difficult to achieve, but are worthy of Leon County's best efforts. Bold goals require the County to explore new partnerships, identify new opportunities, and inspire new ideas.

Leon County's five-year targets are aligned with each strategic priority and will communicate to the public and staff throughout the County the specific results the County expects to achieve through the collective execution of the strategic initiatives. Achieving these five-year targets will demonstrate results, accountability, and the strength of long-term planning.

ECONOMY

PRIORITY

To be an effective leader and a reliable partner in our continuous efforts to make Leon County a place which attracts and retains talent, to grow and diversify our local economy, and to realize our full economic vitality.^(EC)



(EC1)

Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.



(EC3)

Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.



(EC2)

Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.



(EC4)

Grow our tourism economy, its diversity, competitiveness and economic impact.

BOLD GOAL

Grow the five-year tourism economy to \$5 billion

36%
(\$1.8 Billion)



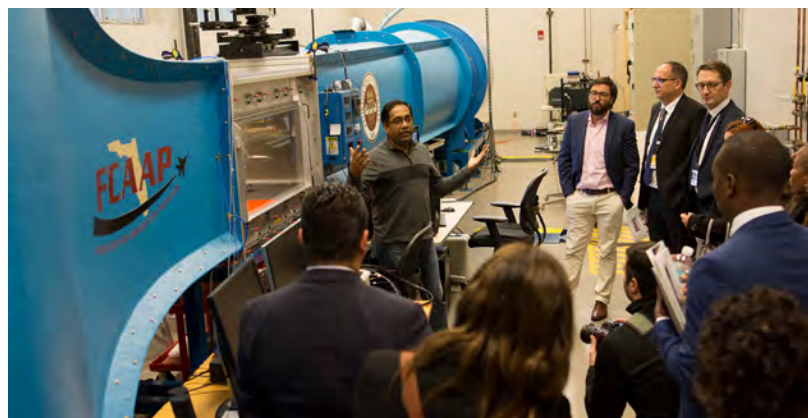


PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

- » Attract 80 state, regional, or national championships across all sports **38%** (30 Championships)
- » Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs **129** Entrepreneur Ventures (26%), 3,428 New Jobs* (30%), and 123 High-Wage Tech Jobs (31%)
- » Connect 5,000 students & citizens to middle skilled job career opportunities **35%** (1,755 Students and Citizens)
- » Host 100,000 residents & visitors as part of the Amphitheater County Concert Series **11%** (11,203 Residents and Visitors)

**Estimate based upon available data.*



ENVIRONMENT

PRIORITY

To be a responsible steward of our precious natural resources in our continuous efforts to make Leon County a place which values our environment and natural beauty as a vital component of our community’s health, economic strength and social offerings.^(EN)



(EN1)

Protect the quality and supply of our water.



(EN3)

Promote orderly growth and sustainable practices.



(EN2)

Conserve and protect environmentally sensitive lands and our natural ecosystems.



(EN4)

Reduce our carbon footprint.

BOLD GOAL

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone

659

septic tank upgrades or eliminations in progress





PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

- » Plant 15,000 trees including 1,000 in canopy roads **18%** (2,824 Trees)
- » Ensure 100% of new County building construction, renovation and repair utilize sustainable design **On target**
- » 75% community recycling rate **66%** Recycling Rate
- » Construct 30 miles of sidewalks, greenways and trails **61%** (18.42 Miles)



QUALITY OF LIFE

PRIORITY

To be a provider of essential services which promote the well-being of our citizens and the livability of our community in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community.^(Q)



(Q1)

Maintain and enhance our parks and recreational offerings and green spaces.



(Q5)

Support strong neighborhoods.



(Q6)

Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.



(Q2)

Provide relevant library offerings which promote literacy, life-long learning and social equity.



(Q3)

Provide essential public safety infrastructure and services.



(Q7)

Assist local veterans and their dependents with securing entitled benefits and advocating their interests.



(Q4)

Support and promote access to basic health and welfare services to our community members most in need.

BOLD GOAL

Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans & their families

57%
(\$56.8 Million)*

** Estimate based upon available data.*





PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

- » Double the number of downloadable books at the library **87%**
(11,771 New Books)
- » Construct 100 fire hydrants **32%**
(32 Fire Hydrants)
- » Train 8,500 citizens in CPR/AEDs **39%**
(3,340 Citizens)
- » Open 1,000 new acres of park land to the public **20%**
(204 new acres)



GOVERNANCE

PRIORITY

To be a model for local governance with innovative, competent, and responsible public servants, committed to promoting integrity, creating meaningful opportunities for citizen engagement and co-creation, and ensuring fiscal stewardship.^(G)



(G1)

Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.



(G4)

Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.



(G2)

Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.



(G5)

Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.



(G3)

Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.

BOLD GOAL

Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation

41%
(207 Citizen Ideas)



PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

- » Reduce by at least 30% the average time it takes to approve a single family building permit **20%** Reduction (2 days faster)
- » Achieve 90% employee participation in the County’s “My Rewards” Well Being Program **90%** Participation (502 Employees Participating)
- » Reduce by 60% the outstanding debt of the County **34%** Reduction
- » 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace **45%** of Employees Trained



STRATEGIC INITIATIVES – ECONOMY

- » (EC4) Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (2016-1)
- » (EC1, EC4) Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (2016-2)
- » (EC4) Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (2016-3)
- » Continue to pursue opportunities for workforce development, including:
 - (EC2) Based upon the projected unmet local market for middle skill jobs, continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County's Junior Apprenticeship Program. (2016-4A)
 - (EC2) Work with partners, such as The Kearney Center and Leon County Schools, to increase access to training programs, apprenticeships, and other programs promoting middle-skilled jobs. (2016-4B)
- » (EC4) Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (2016-5)
- » (EC2) Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (2016-6)
- » (EC2) Complete the joint County/City disparity study and



- enhancements to the MWSBE program. (2016-7)
- » (EC4) Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (2016-8)
- » (EC1, EC2) Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City. (2016-9)
- » (EC4) Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (2016-10)
- » (EC2) To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women-owned businesses. (2016-11)
- » (EC1, EC4) Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (2016-12)
- » (EC2) Evaluate expanding Leon Works as a regional event and to different segments of the community. (2017-1)
- » (EC2) Explore the creation of local Enterprise Zone incentives to be managed by the Office of Economic Vitality in support of economic growth and development. (2017-2)
- » (EC2, EC3) Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (2017-3)
- » (EC2, EC3) Explore ways to expand how local businesses can do business outside of the community. (2017-4)
- » (EC4) Raise awareness of County trails through the Division of Tourism Strategic Plan. (2017-5)
- » (EC4) To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (2018-1)

STRATEGIC INITIATIVES – ENVIRONMENT

- » (EN1, EN2) Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)
- » (EN4) Develop strategies to increase recycling and reuse rates. (2016-14)
- » (EN3) Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (2016-15)
- » (EN3) Convene the Leon County Sustainable Communities summit on a bi-annual basis. (2016-16)
- » (EN3) In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program. (2016-17)
- » (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2016-18)
- » (EN4) Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (2016-19)
- » (EN2) Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (2016-20)
- » (EN4) Explore new opportunities for solar on County facilities. (2016-21)
- » (EN1) Support the protection of Lake Talquin. (2016-22)
- » Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including:
 - (EN1, EN2) Develop a septic tank replacement program. (2016-23A)



- (EN1, EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2016-23B)
- » (EN2, EN3, EN4) Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (2017-6)
- » (EN1, EN2, EN3) Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (2017-7)
- » (EN1, EN2, EN3) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2017-8)
- » (EN4, EN3) Develop an action plan to further reduce the County Government's carbon footprint. (2018-2)
- » (EN1, EN2) To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (2018-3)
- » (EN3, EN4) Pursue NACo's SolSmart designation. (2018-4)
- » (EN1) Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2018-5)
- » (EN1) Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water (2018-6).

STRATEGIC INITIATIVES – QUALITY OF LIFE

- » Continue to expand recreational amenities to include:
 - (Q1, Q6) Implement a master plan for the Apalachee Regional Park. (2016-24A, rev. 2017)
 - (Q1, Q6) Develop a program to establish a signature landscaping feature with a regular blooming season. (2016-24B)
 - (Q1, Q6) Implement the Tallahassee-Leon County Greenways Master Plan. (2016-24C)
 - (Q1, Q6) Evaluate additional trail expansion opportunities. (2016-24D)
 - (Q1, Q6) Work with partners to utilize rights-of-way and utility easements to further expand the trail system. (2016-24E)
 - (Q1, Q6) Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
- » (Q5) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (2016-25)
- » (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2016-26)
- » (Q4, G1, G5) Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (2016-27)
- » (Q4, Q5) Implement the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (2016-28, rev. 2017)
- » Continue to serve our seniors through programs and partnerships, including:
 - (Q4) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (2016-29A)
 - (Q4) Exploring opportunities to address fraud/scams targeted towards seniors. (2016-29B)
 - (Q4, EC4) To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (2016-29C)
- » (Q4) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (2016-30)
- » (Q7) Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (2016-31)
- » (Q3) Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2016-32)
- » (Q3, Q4) Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies. (2016-33)
- » (Q4) Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2016-34)
- » (Q2) Explore opportunities to increase to high speed internet access through a "mobile hot spot" library lending program. (2016-35)
- » (Q5, Q6) Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2017-9)
- » (Q1, Q5, Q6) As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (2017-10)
- » (Q7) Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (2018-7)
- » (Q5, Q6) Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension). (2018-8)
- » (Q4) Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (2018-9)
- » (Q3) Implement practices and strategies to further enhance the response to mass casualty incidents; including, the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (2018-10)
- » (Q4) Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (2018-11)
- » (Q6, Q1) Implement a minimum grid bicycle route network. (2018-12)

STRATEGIC INITIATIVES – GOVERNANCE



- » (G1, G3) Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (2016-36)
- » (G1) Continue to Support Commissioner Desloge during his term as NACo President. (2016-37)
- » (G5) In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (2016-38)
- » (G2) Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (2016-39)
- » (G2) Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (2016-40)
- » (G4) Continue County sponsorship of employees' participation in the Certified Public Manager training. (2016-41)
- » (G1) Seek opportunities for partnerships through NACO and FAC's enterprise programs. (2016-42)
- » (G5) Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (2016-43)
- » (G4) Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (2016-44)
- » (G1, G2) Partner with the Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (2017-11)
- » (G1, G3) As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (2017-12)
- » (G1) Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (2017-13)
- » (G2, G5) Implement the recommendations of the Hurricane Irma After Action Report. (2017-14)
- » (G2, G5) Develop an emergency management plan for controlled release of water at the C. H. Corn hydroelectric dam. (2018-13)
- » (G2, G5) Implement the recommendations of the Hurricane Michael After-Action Report. (2018-14)
- » (G1) Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019. (2018-15)
- » (G3, G1) Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (2018-16)
- » (G3, G5) Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (2018-17)

OUR VALUE PROPOSITION

What You Get as a Taxpayer and a Stakeholder in our Community

Leon County Government leverages partnerships, embraces efficiency and innovation, and demands performance to the benefit of our taxpayers. We actively engage our citizens, not only as taxpayers, but as stakeholders and co-creators of our community – providing meaningful opportunities to capitalize on their talents in making important decisions and shaping our community for future generations.

IN SUMMARY

GOALS & TARGETS

| PRIORITY AREAS | BOLD GOAL | PROGRESS TO DATE* | 5-YEAR TARGETS | PROGRESS TO DATE* |
|-----------------|--|---|--|--|
| ECONOMY | Grow the five-year tourism economy to \$5 billion | 36% (\$1.8 Billion) | » Attract 80 state, regional, or national championships across all sports | 38% (30 Championships) |
| | | | » Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage job | 129 Entrepreneur Ventures (26%), 3,428 New Jobs** (30%), and 123 High-Wage Tech Jobs (31%) |
| | | | » Connect 5,000 students and citizens to middle skilled job career opportunities | 35% (1,755 Students and Citizens) |
| | | | » Host 100,000 residents and visitors as part of the Amphitheater County Concert Series | 11% (11,203 Residents and Visitors) |
| ENVIRONMENT | Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone | 659 septic tank replacements are in progress | » Plant 15,000 trees including 1,000 in canopy roads | 18% (2,824 Trees) |
| | | | » Ensure 100% of new County building construction, renovation and repair utilize sustainable design | On target |
| | | | » 75% community recycling rate | 66% Recycling Rate |
| | | | » Construct 30 miles of sidewalks, greenways and trails | 61% (18.42 Miles) |
| QUALITY OF LIFE | Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans & their families | 57% (\$56.8 Million)** | » Double the number of downloadable books at the library | 87% (11,771 New Books) |
| | | | » Construct 100 fire hydrants | 32% (32 Fire Hydrants) |
| | | | » Train 8,500 citizens in CPR/AEDs | 39% (3,340 Citizens) |
| | | | » Open 1,000 new acres of park land to the public | 20% (204 new acres) |
| GOVERNANCE | Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation | 41% (207 Citizen Ideas) | » Reduce by at least 30% the average time it takes to approve a single family building permit | 20% Reduction (2 days faster) |
| | | | » Achieve 90% employee participation in the County's "My Rewards" Well Being Program | 90% Participation (502 Employees Participating) |
| | | | » Reduce by 60% the outstanding debt of the County | 34% Reduction |
| | | | » 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace | 45% of Employees Trained |

*As of September 2018. **Estimate based upon available data.

Leon County needs your help shaping the years ahead

To volunteer at the County or in a local nonprofit, call (850) 606-1970 or visit
VolunteerLEON.org

To serve on a Citizen Committee,
call (850) 606-5300 or visit
LeonCountyFL.gov/Committees

To provide feedback or make a service request, call (850) 606-5300 or visit
LeonCountyFL.gov/CitizensConnect



Leon County Courthouse, Suite 502
301 S. Monroe St. | Tallahassee, FL 32301
(850) 606-5300 | CMR@LeonCountyFL.gov

Leon County Fiscal Year 2020 **Adopted** Budget

Reporting Results: Target and Bold Goal Tracking

On January 24, 2017, the Board adopted the FY 2017 – FY 2021 Leon County Strategic Plan. The Plan includes a “Bold Goal” for each priority area, as well as, a series of five-year “Targets.” The Targets are aligned with each priority area and will communicate the specific results that the County expects to achieve through the collective execution of its Strategic Initiatives. Bold Goals differ from Targets in that they are truly stretch goals which will be big and difficult to achieve but are worthy of staff’s best efforts because they are big and difficult to achieve. The adoption of Bold Goals is something the best organizations do because they recognize that all goals should not be tied to specific programs or current resources. Bold Goals, rather, require the County to explore new partnerships, identify new opportunities, and inspire new ideas.

The following is a summary report on the County’s progress in accomplishing the Targets and Bold Goals laid out in its Strategic Plan. These results are reflected throughout the book in the Department business plans and Division performance measurement sections.

| Economy Measures | | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | Total |
|------------------|---|-------------------|-------------------|---------------------|---------------------|---------------------|---------------|
| Bold Goal | Grow the Five-year Tourism economy to \$5 billion (BG1) ¹ | \$0.90 Billion | \$0.92 Billion | \$0.93 Billion | \$0.95 Billion | TBD | \$3.7 Billion |
| Targets | Attract 80 state, regional, or national championships across all sports (T1) ² | 14 | 16 | 20 | 25 | TBD | 75 |
| | Connect 5,000 students and citizens to middle skilled job career opportunities (T3) ³ | 886 | 869 | 1,000 | 1,000 | TBD | 3,755 |
| | Host 100,000 residents and visitors as part of the Amphitheater County Concert Series (T4) ⁴ | 5,789 | 5,414 | 5,000 | 10,000 | TBD | 26,203 |

Notes:

- Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
- Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
- To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center’s monthly career luncheons. As a result, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% of the County’s five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County’s Leon Works, Junior Apprentice, and other related programs.
- Staff anticipates attracting more concert attendees by enhancing the County's growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County's contractor to find high quality acts that will fill the Amphitheater rather than smaller more frequent shows. The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

Leon County Fiscal Year 2020 **Adopted** Budget

Reporting Results: Target and Bold Goal Tracking

| Environment Measures | | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | Total |
|----------------------|---|------------------------------|-------------------|---------------------|---------------------|---------------------|--------|
| Bold Goal | Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (BG2) | 802 In Progress ¹ | | | | | 802 |
| Targets | Plant 15,000 trees (...) (T5) ² | 702 | 2,122 | 11,000 | 1,587 | TBD | 15,411 |
| | (...) including 1,000 in canopy roads (T5) ³ | 18 | 73 | 270 | 500 | TBD | 861 |
| | Ensure 100% of new County building construction, renovation and repair utilize sustainable design (T6) ⁴ | 100% | 100% | 100% | 100% | TBD | 100% |
| | 75% community recycling rate (T7) ⁵ | 55% | 65% | 62% | 65% | TBD | 65% |
| | Construct 30 miles of sidewalks, greenways and trails (T8) ⁶ | 8.73 | 9.7 | 8.6 | 11.25 | TBD | 38.27 |

Notes:

1. By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in-progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, over the next three years, approximately 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 septic tanks. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
2. This is the aggregate of the total number of trees planted by the Office of Resource Stewardship and Public Works. Additionally, the Blueprint Intergovernmental Agency plants trees with County funding, which is included in these numbers. The significant increase of trees estimated in FY 2019 compared to FY 2018 accounts for at least 9,750 trees planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan, as well as 305 trees planted through the Adopt-A-Tree Program.
3. This is the aggregate of the total number of trees planted in canopy roads by Public Works. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
4. Staff seeks every opportunity to use sustainable design practices. Such work is required by the County's Professional Services Guidelines and the Facilities Design Guidelines, which are referenced in design consultant contracts. The specific measures taken vary widely due to the nature of each project; however, measures typically include items such as reducing the size of County buildings, energy conservation by utilizing advanced systems and materials, and conserving water with low volume fixtures. It is anticipated that by FY 2021, all County building projects will utilize sustainable design.
5. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the actual number for FY 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2018. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.
6. This is the aggregate of the total miles of sidewalks constructed by Public Works and miles of trails and greenways constructed by the Office of Resource Stewardship. Additionally, the Blueprint Intergovernmental Agency constructs sidewalks, trails and greenways with County funding, which are included in these numbers.

Leon County Fiscal Year 2020 **Adopted** Budget

Reporting Results: Target and Bold Goal Tracking

| Quality of Life Measures | | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | Total |
|--------------------------|--|-------------------|-------------------|---------------------|---------------------|---------------------|---------------|
| Bold Goal | Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families (B3) ¹ | \$38,604,146 | \$18,492,095 | \$22,821,263 | \$23,676,120 | TBD | \$103,593,624 |
| Targets | Double the number of downloadable books at the library (T9) ² | 10,002 | 11,771 | 12,375 | 13,954 | TBD | 13,954 |
| | Construct 100 fire hydrants (T10) ³ | 15 | 17 | 35 | 20 | TBD | 87 |
| | Train 8,500 citizens in CPR/AEDs (T11) ⁴ | 1,572 | 1,768 | 1,800 | 1,750 | TBD | 6,890 |
| | Open 1,000 new acres of park land to the public (T12) ⁵ | 0 | 204 | 426 | 9.24 | TBD | 639.24 |

Notes:

1. The estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.
2. These year-to-year figures are cumulative. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. By the end of FY 2017, Library Services had added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.
3. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates enough hydrants being installed per year to meet the target.
4. In order to train 8,500 citizens in CPR and AED use over the next five years, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as the annual "Press the Chest" to reach out to the entire community.
5. This is the aggregate of the total park acres constructed by Leon County Government and the Blueprint Intergovernmental Agency. The FY 2018 actual is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (43 acres). The FY 2019 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres). The FY20 estimate is comprised of Blueprint's Coal Chute Pond and the Orange/Meridian Community Space (5.75 acres) and Leon County Government's newly acquired parcel at Coe Landing Rd (3.49 acres), which will provide access to Lake Talquin State Forest.

Leon County Fiscal Year 2020 **Adopted** Budget

Reporting Results: Target and Bold Goal Tracking

| Governance Measures | | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate | FY 2021 Estimate | Total |
|---------------------|---|-------------------|-------------------|---------------------|---------------------|---------------------|-------|
| Bold Goal | Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation (BG4) ¹ | 107 | 100 | 100 | 100 | TBD | 407 |
| Targets | Reduce by at least 30% the average time it takes to approve a single family building permit (T13) ² | 9% | 18% | 27% | 27% | TBD | 27% |
| | Achieve 90% employee participation in the County's "My Rewards" Well Being Program (T14) ³ | 88% | 90% | 89% | 90% | TBD | 90% |
| | Reduce by 60% the outstanding debt of the County (T15) ⁴ | 17% | 17% | 15% | 15% | 7% | 71% |
| | 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace (T16) ⁵ | 10% | 45% | 60% | 90% | TBD | 90% |

Notes:

- Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
- The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.
- The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
- This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of \$32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County paid \$589,918 worth of interest and made principal payments totaling \$6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a \$442,534 interest payment and \$7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.
- To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to work 24/7 shifts.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Summary / Analysis

| | |
|---|--------|
| Budget Overview | 5 - 2 |
| Budget Overview | 5 - 2 |
| Budget Overview Highlights | 5 - 16 |
| Service Cost Distribution of Ad Valorem Taxes | 5 - 26 |
| Community Economic Profile | 5 - 27 |
| Comparative Data | 5 - 35 |
| Comparative Data- Like Sized Counties | 5 - 35 |
| Comparative Data - Surrounding Counties | 5 - 38 |
| Comparative Data- All Florida Counties | 5 - 41 |
| Financial Indicators | 5 - 44 |
| Revenues v. Expenditures | 5 - 49 |
| Revenues v. Expenditures | 5 - 49 |
| Revenues by Source | 5 - 50 |
| Expenditures by Function | 5 - 51 |
| Programs by Function and Funding Source | 5 - 54 |
| Department Funding Sources | 5 - 55 |
| Expenditures by Division | 5 - 59 |
| Expenditures by Service Type Requirement | 5 - 64 |
| Major Revenues | 5 - 67 |
| Positions | 5 - 78 |
| Summary of Fund Balance | 5 - 84 |
| Debt & Transfers | 5 - 89 |
| Long Term Debt | 5 - 89 |
| Summary of Transfers | 5 - 90 |
| Schedule of Transfers | 5 - 91 |

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Budget Overview

The total budget for FY 2019/2020 is \$274,202,473, a 4.02% increase over last fiscal year. The **operating budget** of \$251,985,400 represents an increase of 4.23% from last year's adopted budget. The **capital budget** of \$22,217,073 represents a 1.54% increase from last year.

Funding

The FY 2020 adopted budget was developed in a steadily improving economic environment, where growth in property tax revenues and state sales tax revenues are beginning to cover the inflationary costs of governmental expenses without having to reduce program services. Property valuations increased 6.05% from FY 2019. The FY 2020 budget is \$274.2 million, a 4.02% increase over the previous year's budget, with the millage rate remaining for the eighth consecutive year at 8.3144.

The FY 2020 budget addresses three key areas to ensure the long-term financial well-being of the County as an organization:

- A Multi-Year Fiscal Plan which includes the elimination of the rural waste services center fees and avoids planned increases in the EMS MSTU, Fire Services Fee and Solid Waste Non-Ad Valorem;
- Reducing the use fund balance for recurring operating by \$442,500 to \$1.56 million; and,
- Increasing the recurring transfer to fund the capital program by increasing the total transfer to \$7.4 million, \$2.74 million from FY 2019.

Figure One: FY 2019/2020 Expenditures

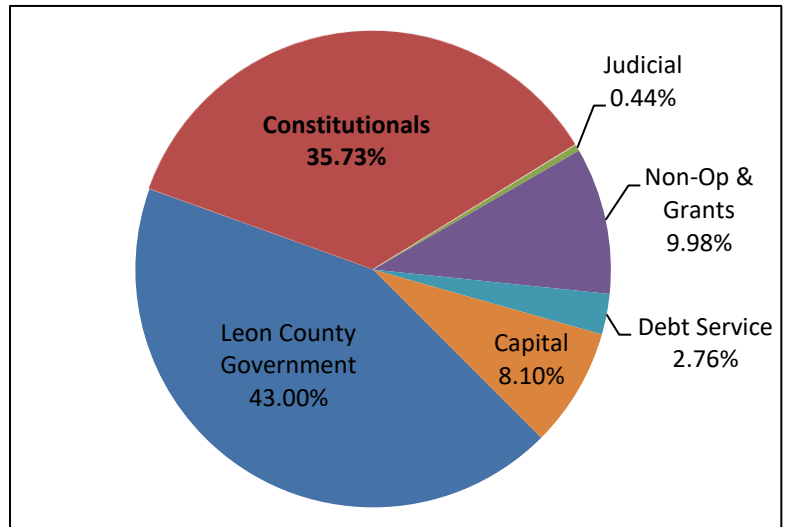
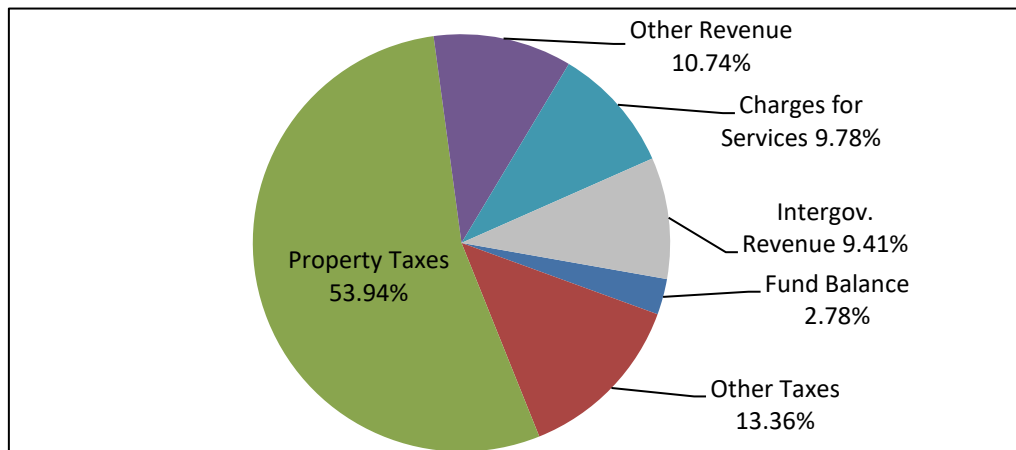


Figure One depicts the budget as it is reflected by governmental category. The FY 2019/2020 budget shows the Leon County Government and the Constitutional Officers make up 79% of the total budget.

Figure Two: FY 2019/2020 Revenues



The Florida Statutes require that all local government budgets be balanced. Leon County's FY 2019/2020 budget of \$274,202,473 is balanced with the use of a variety of revenue sources, and fund balances, and retained earnings from previous fiscal years. Slightly more than half of Leon County's revenue is derived from property taxes.

Figure Two displays the major classifications of revenue sources used in support of the FY 2019/2020 adopted budget. In the Budget Summary/Analysis section - Revenue v. Expenditures, the major individual revenue sources are presented and summarized in more detail.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

FY 2020 Budget Policy Guidance

To ensure the budget is developed in a deliberate and transparent manner, the Board adopted a Budget Calendar at the January 23, 2019 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 12, 2019 meeting, including:

- Maintaining Community Human Service Partnership (CHSP) funding at \$1.3 million.
- Contingent on the City of Tallahassee providing the same, funding an additional \$100,000 per year over a five-year period to assist the Kearney Center with paying for the capital construction cost of the facility. The City Office of Resource Management confirmed that the City has included this funding in the City's FY 2020 Tentative Budget.
- \$27,000 in Special Event Funding.

At the April 23, 2019 Budget Workshop, the following items were addressed:

- Approved a Multi-Year (FY 2019-FY 2021) Fiscal Plan that included:
 - Allocating \$1,123,000 in funding from the current fiscal year Homestead Reserve to address unanticipated critical infrastructure needs; \$500,000 to cap the Harbinwood Pond (Faulk Drive) sink hole; and \$623,000 to replace Detention Facility cell locks to prevent systematic failure and increase security at the facility
- Approved a Resolution Amending the Leon County Health Department Fee Schedule to fund two Disease Prevention Specialist positions to address the increase sexually transmitted diseases.
- Approved the Integrated Sustainability Action Plan including:
 - Authorizing the release of a Request for Qualifications for an updated Energy Services Contract.
 - And approving a Resolution supporting the City's 100% Renewable Energy Goal
- Authorized an amendment to the Agreement for Processing of Single-Stream Recycling Service with Marpan Recycling to ensure the proper funding for the cost of the recycling contract.
- Directed staff to conduct a community feedback meeting regarding improvements to the Daniel B. Chaires Park and provide options for other improvements, at the June 18, 2019 Budget Workshop. (A separate budget discussion item presents these options.)
- Accepted the status report on the Supervised Pretrial Release Program with no further action.
- Accepted the status report on the archaeological preservation elements associated with the land development process including:
 - The addition of an archaeologist to the Advisory Committee on Quality Growth
 - Work with the Tallahassee Trust for Historic Preservation on the applying for a state historic preservation grant for the GIS predictive software model.
- Approved including \$150,000 in the adopted FY 2020 Budget to pay for the consulting services outlined in the budget item, to include an examination of expansion of the urban service area, contingent on the City funding a like amount.
- Schedules a Joint City/County Workshop to review the Comprehensive Plan for October 15, 2019.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

- Directed the inclusion of a post-retirement health insurance benefit in the FY 2020 budget at \$5 per month for each year of eligible service with a minimum of 10 years employment with the County.
- Approve the proposed revisions to Leon County's pay plan by establishing a range spread of 65% for all pay grades within the organization, eliminating the Career Service Exempt category and establishing a pay grade for Commissioner Aides.

Detailed Board action and direction on these items, which were later ratified at the May 8, 2019 Board meeting. Based on these actions, staff has prepared the FY 2020 adopted budget.

The FY 2020 Adopted Budget Highlights

As presented, the adopted FY 2020 budget totals \$274,202,473, which is a 4.02% percent increase from FY 2019. The FY 2020 budget is balanced as follows:

- No change in either the Countywide Millage Rate of 8.3144 mills or the 0.5 EMS MSTU with an increase in property values of 6.05% Countywide. Throughout the economic decline and recovery of the previous 10 years, the millage rate was adjusted only once and that was at the depths of the recession.
- Implements the first year of the multi-fiscal year plan by reallocating \$2,093,000 in homestead exemption reserves available due to the failure of Amendment #1 in November 2018. The multi-year fiscal plan eliminates previously planned increases in the EMS MSTU, Solid Waste non-ad-valorem, and Fee Services fee, while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.
- Elimination of the Rural Waste Collection Centers fee, saving residents \$200,000 through a realignment of funds in the multi-year fiscal plan (a separate budget discussion item addresses this recommendation).
- Through the ongoing deliberate and targeted practices of Leon County government, including I2 (squared), Cross Departmental Teams, and the leveraging of partnerships, over \$1.49 million in added cost savings and avoidances have been realized prior to the development of the FY 2019 tentative budget. Since FY 2013, over \$28.9 million in costs savings and avoidances have been realized to constrain budget growth and mitigate the necessity to raise fees, taxes or other revenues.
- A capital improvement program focused on the maintenance of existing infrastructure, construction of a 60/90 baseball field and Chairs Park (separate discussion item), implementation of the Apalachee Regional Park master plan, the remodeling of the Community Human Service Partnership/Co-op building, a helicopter for the Sheriff's Office, and funding for the construction of solar arrays. The capital program is supported by an increase in the general revenue transfer to \$7.4 million from the current \$5.0 million.
- Support for all Constitutional Officer budget requests, including funding for the third year of a three-year Sheriff's staffing plan for enhanced law enforcement efforts in the community.
- No new general revenue supported positions for Leon County Government.
- \$150,000 for land use consulting services to assist with updating the comprehensive plan.
- \$292,000 in additional tourism development tax funding to bring additional national performers and concerts to the Amphitheater and the establishment of a "Legacy Events" grant program to ensure the continued success and financial support of long-standing community festivals (a separate budget discussion item addresses this recommendation).
- Level funding for the Primary Healthcare (\$1.8 million) and CHSP programs (\$1.3 million).

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Cost Avoidance and Savings

Since the recession, the County has been deliberate in continuing to evaluate all expenditures with the same disciplined approach as when revenues were declining. This deliberate approach occurs throughout the year, not only during the formal budget process. Through specific and targeted practices, such as LEADs listening sessions, the Employee Innovation Awards Program - I2 (squared), and the recently created SMARTIES (Specific Measurable, Attainable, Realistic, Timely, Innovative, Employee Solutions) Team, employees are continuously empowered to seek and implement cost saving measures throughout the organization. These efforts occur prior to any new taxes, fees, requests for positions or equipment, etc. are brought to the Board for consideration. To date, over \$28.9 million in cost savings and avoidances have been identified.

The County's Employee Awards program - I² (squared), which commenced in FY 2015, has saved the County \$6.3 million to date (\$1.49 million in recurring costs and \$4.8 million in one-time costs). Current year examples of employee savings as well as tax and fee avoidances include:

- Alternative to the Library Card Digitization Project (\$27,800): After receiving bids that were above the projected project budget, a team reviewed the needs of the project, and developed a process where library card digitization can be done within the current library software. This analysis saved \$27,800 in implementation costs.
- Updated Campground Reservation System (\$85,379) – The previous campground reservation system was replaced with an in-house solution designed by MIS. This saved \$50,000 in software replacement costs and allowed reservations to be made on-line and paid by credit card. A recent review of the system has shown that campground fees have increased by \$35,700 annually since the implementation of the system.

In addition to the employee savings, the following provided for multi-year cost savings and tax/fee avoidances:

- Multi-Year Fiscal Plan Tax and Fee Avoidance (\$4.6 million): The Multi-Year Fiscal Plan item includes recommendations to avoid possible increases in the EMS MSTU (\$2.0 million), Fire Services Fee (\$1.6 million) and Solid Waste Non-Ad Valorem Assessment saving (\$1.0 million). Cumulatively, the tax and fee avoidances are \$4.6 million annually.

Finally, many cost savings and avoidances presented as part of last year's budget process continue to have a significant financial benefit to the County. Some of these recent examples include:

- Ambulance Refurbishment Project (\$135,000): This project allows for old ambulance module/box to be reused by remounting it on a new ambulance chassis. This results in a savings of \$45,000 per ambulance, of which \$135,000 will be saved during FY 2019. If four ambulances are refitted each year, as is projected in the current CIP, this will save the EMS fund \$900,000 over five years.
- Reduction in Ambulance Fees (\$800,000): During the FY 2019 budget process, the Board reduced ambulance fees 24% effective June 1, 2018. This reduction saves EMS customers \$800,000 annually.

These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Revenues and Expenditures

The following section provides details regarding major changes in revenues and expenditures from the preceding fiscal year.

Revenues

Property Taxes: During the “Great Recession”, with declining property values the Board maintained the millage rate resulting in less property tax collections and correspondingly passing on property tax savings to the community. Coming out of the recession, and as part of the County’s deliberate and reasoned multi-year fiscal planning, the budget continues to maintain a constant millage rate to mitigate inflationary pressures and to support necessary and critical costs increase.

Post-recession Leon County did not experience any growth until a modest 3.0% increase occurred in FY 2015 and FY 2016 followed by 4% in FY 2017 and 5% in FY 2018. Last year, property values increased by 6.6%, which provided funds that covered the inflationary costs of basic government service levels, allowed for an increase in the recurring transfer to fund the capital program, and reduced the use of fund balance by \$500,000 to \$2.0 million.

Based on new construction and the Save-Our-Homes taxable value cap (1.9%), taxable property values have increased 6.05%, providing an additional \$7.946 million in property tax revenues. While the millage rate remains constant, under the definitions in Florida Statutes, this is considered a property tax increase. The increased property values pay for the inflationary costs of basic government service levels and supports an increase in the recurring transfer to fund the capital program.

Major General Revenues: Increases in State Shared, ½ Cent Sales Tax and Public Services Tax revenues are estimated to generate additional revenue in the range of \$855,000. Public Services Tax revenues are projected to increase a modest 1% due to a mild winter resulting in lower than normal consumption of electricity, natural gas and propane. Current fiscal year sales tax related revenues are meeting projections, and the FY 2020 forecast are estimated to continue to grow at a moderate 3.5 – 4.0%.

Interest Earnings: Given the current interest rate environment where the Federal Reserve has stopped raising rates, interest earnings are estimated to increase modestly by \$391,000. These earnings include \$171,000 anticipated from the Sheriff investing his operating funds similarly to Leon County Government’s investment strategy. The interest earnings for Leon County Government are forecast at \$220,000 or \$140,000 less than last fiscal year due to the cash outlay to fund the storm recovery efforts.

Gas Taxes: Gasoline taxes are estimated to increase 2.6% or \$327,000. As gas taxes are consumption based (taxes are per gallon, not a percentage of cost) and with the continued increase in fuel efficiency and the market increases for electric cars, future revenue increases are projected to grow modestly, and could even decline over time. Current oil prices are below \$55/barrel. Historically, if oil prices stay at \$75/barrel or below, consumers do not change driving habits and gas consumption does not decline.

Other General Revenues: Other general revenues are expected to increase by a modest \$120,000. Court facility fees associated with traffic tickets continue to decline (\$203,000), and probation and pre-trial fees (\$168,000) off-set any increases to other revenues related to alcoholic licensing, parking fees, surplus auctions, camping fees, and other miscellaneous revenues.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Expenses

Sheriff Personnel and Operating Expenses: The overall Sheriff's FY 2020 budget request increased by \$4.468 million over FY 2019 or 5.9%.

The Sheriff's budget request includes eight new positions. FY 2020 is the third year of a three-year position phase in plan to provide additional law enforcement and correction officers. Including the FY 2020 adopted budget, the County will have funded 31 additional positions in the Sheriff's budget since FY2018. This includes 13 deputies, eight correction officers, four Crime Analysts, a Cyber Crime Detective and, five other operational positions since FY 2018. Due to vacancy rates, for FY2020, rather than add four additional correctional officers as planned, the Sheriff's request included the addition of three technical positions for the Real Time Crime Center, and a Property Evidence Supervisor. Also, as discussed in the capital section of this item, the CIP includes the purchase of a helicopter for the Sheriff's Office.

General Revenue Transfer to Capital: Building on last year's budget, the adopted budget continues to incrementally increase the recurring transfer to the County's capital program. For FY2020, the transfer has increased by \$2.393 million, from the \$5.0 in FY 2019 to \$7.4 million. In addition to the on-going maintenance needs for over 1.5 million square feet of County facilities, 3,865 acres of greenways and parks, the transfer also supports capital projects including: the Chaires 60/90 baseball field, the Apalachee Regional Park master plan, and improvements to the Cooperative Extension building. During the recession, the County suspended the transfer of recurring dollars to the capital program, and instead relied on accumulated fund balances to fund capital projects. Based on current projections and infrastructure maintenance needs, ideally at least \$10.0 million in recurring funds should be transferred annually in support of the capital improvement program (CIP). A more detailed analysis of the recommended capital program is provided later in this budget discussion item.

Leon County Employee General Revenue Related Expenses: The largest operating expense in the budget is associated with personnel costs. Total increases in FY 2020 are \$1.39 million. This total includes \$37,226 in Human Resources recommended position reclasses as detailed later in this item. Pay for performance, workers' compensation, F.I.C.A. and overtime have a budgeted increase of \$585,600. The budget contemplates continuing to support the County's pay for performance structure with an increase of 0 - 5%, with a targeted average of 3%. Health care premium blended rate increased by 3.86% or \$378,345. As approved by the Board at the April Budget Workshop, the healthcare costs also include \$27,250 for a new retiree healthcare contribution that will assist employees who have retired from the County prior to reaching Medicare. Final health insurance rates will not be available until early July.

Again, in its effort to fully fund the actuarial liability (estimated shortfall) in the State of Florida Retirement System (FRS), the Legislature increased the cost to participate in FRS by raising contribution rates. This year the regular retirement rate increased by 2.5% and the special risk category increased by 3.6% for a total increase of \$198,000.

Supervisor of Elections (SOE) Presidential Preference Election Cycle: A presidential preference primary will be held during FY 2020. During these election cycles, the SOE's budget increases due to the additional effort necessary to conduct this primary. The submitted increase in the SOE election budget for FY 2020 is \$1.387 million. As part of the multi-year fiscal plan, this increased expense was off-set by a portion of the \$2.09 million in homestead reserve which is no longer needed due to the failure of Amendment #1.

Increase in the General Revenue Transfer to the Solid Waste Fund: As part of the multi-year fiscal plan, an additional \$373,131 was included to fund the cost of the increased recycling and waste disposal contracts.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

As presented in a separate budget discussion item, the transfer also includes eliminating the \$200,000 in rural waste collection fees bringing the total increase in the transfer to \$573,131.

Community Redevelopment Agency (CRA): The property value growth in the Frenchtown and Downtown CRA Districts provided by the Property Appraisers Office show an increase in value of 12.8% and 8.6%, respectively. The total payment to the CRA is \$2.73 million or an increase of \$449,000. Without the reduced Frenchtown CRA district millage negotiated last year the total CRA payment would have been \$4.19 million or \$1.46 million more this fiscal year.

Interlocal Agreements and Contractual Obligations: Total increases in this category are estimated at \$508,000 and include the following interlocal agreements and contractual expenses:

- The County share of the Planning Department budget (\$170,000), which includes the \$150,000 for the land use consultant;
- The County share of funding the Consolidated Dispatch Center (\$122,000);
- Contractual increases for MIS software licensing (\$94,500);
- Additional funding for the Real Estate program to fund the demolition of structures on property that escheats to the County (\$75,000);
- Animal Control Interlocal with the City of Tallahassee (\$60,000);
- Fire suppression system and building automation maintenance contracted services, (\$60,000);
- The Parks and Recreation Interlocal with the City of Tallahassee (\$59,000);
- Park mowing contractual costs, including the addition of Broadmoor Pond (\$40,000);
- Increase in fees paid to the Medical Examiner for autopsy and pathology services (\$30,000);
- American with Disability Act (ADA) internet compliance (\$25,000);
- These increases are off-set by a reduction in the County payment for the Office of Economic Development (OEV) by \$228,000. The Blueprint 2020 sales tax will fund OEV starting in January 2020 concurrent with the new sales tax collection commencing. The County will continue to fund OEV for the first quarter of the FY 2020 fiscal year.

Workers' Compensation/Risk Management: The FY2020 budget includes an additional \$400,000 to properly maintain necessary funding levels for workers' compensation claims. Annually, an actuarial analysis is conducted on the outstanding County worker's compensation claims. To ensure that adequate reserves are maintained to pay outstanding claims, and future claims, funding levels are reviewed annually as part of the budget process. In addition, claims activity over the past two fiscal years has required mid-year budget allocations from the Risk Fund reserves to pay additional claims. To avoid the mid-year budgeting of reserves and to ensure adequate appropriation is available for claims, the budget for worker's compensation claims has been increased by \$400,000. Other costs related to risk management claims are expected to increase by \$12,000. This item also recommends appropriating \$350,000 in FY2019 in reserves from the Risk Fund to address current year workers' compensation claims.

Mandated Medicaid Payments: The state mandated Medicaid payments for Leon County have increased by \$234,000 or 7.7%.

Other Constitutional Officers: The Clerk of Courts and Comptroller's budget request, including increases for Article V and personnel benefits increased by \$87,919. The Tax Collector's funding is commission based on the amount of property tax collected from the County and the School Board. Based on estimated property values the Tax Collector budget will increase by \$145,500. These increases are off-set by a reduction in the Property Appraiser's budget of \$9,585.

Department of Juvenile Justice Payment (DJJ): The statutorily mandated payment to the DJJ will increased by \$677,768 or 74.2%.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

800 MHz Radio Communications: Radio Communications will increase \$133,000 due to increased repair system costs and the second-year of funding for the five-year microwave replacement plan. This amount represents the County's portion of the jointly funded program with the City of Tallahassee. A portion of traffic ticket revenue is dedicated to support the 800 MHz Radio system; however, traffic ticket revenue continues to decline. Less traffic ticket revenue results in the need for an increase in general revenue.

Fuel, Fleet Monitoring and Utilities Costs: Fuel costs are projected to increase \$101,000. To manage future fuel costs, the Fleet Green Team reviewed the cost associated with implementing a GPS vehicle monitoring system. Implementing this system on County vehicles will cost \$49,000 annually. Studies have shown that monitoring fleet vehicles changes driving behaviors and saves fleet fuel dollars. Implementing this system will help the County meet its reduced fuel consumption target in the Sustainability Action Plan. These costs are off-set by \$50,000 in utility savings being realized as a direct result of the centralized utility billings and monitoring, and energy savings efforts.

Census 2020: As presented in a separate discussion item, to ensure an accurate local census count for the 2020 national census count, \$10,000 is budgeted for a multimedia public outreach campaign.

Leon County Government Communication Billing: Communication costs have been lower than anticipated for the past several years resulting in an accumulation of fund balance in the Communications Internal Service Fund. This has resulted in lowering the departmental communications budgets by \$186,000 for FY2020.

Reduction in General Revenue Transfers to Special Revenue Funds: The County has several special revenue programs that require additional general revenue support to adequately fund the programs. As part of the annual budget process, OMB evaluates the amount of general revenue necessary to support and maintain these programs. While not recommended, alternative to general revenue support, service reductions or fee increases could also be considered. For next fiscal year, general revenue transfers to special revenue funds will decrease of \$1.064 million.

- The Stormwater support will decrease by \$42,167 as a result of an increase in the projected collection of stormwater non-ad valorem assessments.
- The Development Services and Environmental Management support will decrease by \$29,000 due to projected increases in permitting activity.
- The general revenue support for the Transportation Trust fund will decrease by \$1.4 million. In FY2018, the Board approved a "fund sweep" of transportation trust fund balances to support future transportation capital projects. As planned, the FY2020 budget uses a portion of the fund sweep thereby reducing the amount of general revenue needed next year. In addition, projected increases in gas tax revenues also have reduced the amount of general revenue required.
- These reductions are off-set by a \$370,000 increase in the transfer to the Probation/Pre-trial Fund needed to support the \$150,300 increase in the Pre-trial GPS monitoring program, and a continued decline of pre-trial fee revenue.

Homestead Reserve Reduction: In FY 2019, the County budgeted \$2.093 million in this reserve in anticipation of the additional homestead exemption referendum passing in November. The referendum failed, and the reserve was reallocated as part of the multi-year fiscal plan.

Based on final budget submissions and adjustments some of the funds allocated in the multi-year fiscal plan for the Supervisor of Elections and Emergency Medical Services totaling \$334,131 are recommended to be realigned to eliminate the fees at the Rural Waste Service Center and provide increased funding to the capital program. These adjustments do not impact the balance of the multi-year fiscal plan, including

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

not increasing the EMS MSTU, Solid Waste non-ad valorem assessment or Fire Services fee. The following summarizes the adjustments:

- Based on the Supervisor of Elections budget submission, \$1.387 million was used to pay the increased cost associated with the 2020 presidential preference primary. This is \$116,000 less than the \$1.5 million originally anticipated, which is available to support other budgetary needs.
- \$573,131 to pay the increased cost in the recycling contract and the additional waste hauling and disposal costs (\$355,000) and pay for the elimination of the rural waste service center fees (\$218,131, which is presented in a separate budget discussion item). These funds were available as the proposed transfer of \$238,000 to EMS was not necessary after a review of the final EMS budget and EMS fund balance.
- \$135,869 to support the increased transfer to the capital improvement program.

Position Changes

Although the national, state and local economies continue to improve, Leon County government continues to approach the annual budget process by identifying opportunities to constrain budgetary growth and to ensure the limited resources of the County continue to be aligned with the highest priorities of the Board. In developing the adopted FY 2020 Budget, staff continues to build upon this effort by annually reviewing positions to ensure the organization is optimizing the use of all resources.

The current position changes included in the FY 2020 Adopted Budget are listed below. There are no new positions funded through general revenue included in the FY 2020 adopted budget.

Position Changes

- Emergency Medical Services: 4 part-time paramedics converted to 2 fulltime Charge Paramedics (\$22,481).
- Animal Control: Reclassify Administrative Associate to Animal Control Officer \$3,591
- Development Support and Environmental Management:
 - Reclassify Planner I to Planner II \$10,292
 - Reclassify AAV to Operations Analyst \$5,404
- Facilities Management: Reclassify AAIV to Management Analyst \$16,369
- Parks and Recreation: Reclassify Park Attendant to Heavy Equipment Operator \$1,570

The changing of four part time paramedics to two full time paramedics will save \$22,481. This change will also allow more flexibility in scheduling personnel. The remaining reclasses, funded with general revenue, have an additive total cost savings of \$37,226.

FY 2020 is the third year of the original three-year staffing plan for the Sheriff's office. The Sheriff's FY 2020 budget includes eight new positions, and the Supervisor of Election requested one new position as reflected in Table #4.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Table 4: Constitutional Position Changes

| Sheriff | Position Adds |
|--------------------------------------|---------------|
| Sheriff – Law Enforcement | |
| Deputies/Detectives | 4 |
| Crime Analyst | 2 |
| Information Technology Analyst | 1 |
| Property and Evidences Supervisor | 1 |
| Total Sheriff | 8 |
| Supervisor of Elections | |
| Administrative Services Specialist | 1 |
| Total Supervisor of Elections | 1 |
| Total Constitutional | 9 |

Fund Balances

Consistent with best governmental financial practices, Leon County Policy 07-2 “Reserves” establishes fund balance policy levels enough for cash flow and emergency purposes. As property tax revenues begin collection two months after the start of the fiscal year, fund balances allow the County adequate cash flow to eliminate the need for short-term borrowing in October and November. As recognized by bond rating agencies like Fitch, sufficient fund balances are also considered a sign of fiscal stability and influence bond ratings. In addition, as noted in Policy 07-2, utilization of fund balance more than policy minimums should support one-time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls. Moving toward the elimination of using recurring fund balance aligns with industry best practices, is consistent with County policy and provides greater long-term financial stability for the County.

The FY 2020 appropriates \$1.56 million in general revenue fund balance in the operating budget. This level is consistent with the FY 2019 adopted budget. The County has decreased the use of budgeted fund balance by 60% from a high of \$5.0 million in FY 2015.

The County’s general revenue fund balances have historically grown at a rate of \$4 to \$5 million a year. This is due to state budget requirements that counties budget 95% of expected revenues, and the nominal under expenditure of Board and Constitutional Officer’s budgets. Hence, \$4 to \$5 million has not been an unreasonable amount to budget given the constraints placed on County resources; however, through this use, the historic accumulation of balances for significant one-time capital project (i.e. Consolidated Dispatch Center, Branch Libraries and Park Expansion) has been reduced. Without general fund balance accumulation, the County would need to consider issuing debt to support future capital project needs.

In addition to general fund balances, certain dedicated fund balances are recommended for appropriation as part of the FY 2019 budget as follows.

Capital Program

As planned as part of the FY 2018 fund balance sweep to support capital program funding, \$2.1 million is appropriated for use in the Transportation Capital Fund to support capital projects including Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision, and Maylor Road.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Emergency Medical Services

Consistent with the long-term fiscal plan approved by the Board for FY 2015, the FY 2019 budget continues to draw down on the EMS fund balance to support EMS operations. The EMS fund has enough fund balance to support existing service levels until FY 2021. The FY 2020 fund balance allocation is \$1,500,586. As part of the approved multi-year fiscal plan beginning in FY 2021, \$2.0 million in general revenue from debt service savings will be transferred to the EMS fund thereby eliminating the planned 0.12 mil increase to the EMS MSTU. This will eliminate the use of fund balance in FY 2021. In future budget years, the general revenue transfer to the EMS fund is planned to increase at the rate of property tax growth thereby allowing fund balances to stay within policy limits.

Tourist Development

The Tourism Development's FY 2020 budget contemplates the appropriation of \$417,251 from unallocated fund balance. This fund balance will support the increased marketing, promotions, an enhanced public relations campaign, increasing the budget for the Capital Concert Series, and an economic impact study for signature events. A separate budget discussion item discusses the Tourism Legacy Event funding and increased support for concerts at the Amphitheater.

Intervention and Detention Alternatives

Over the past several years, pre-trial fees have continued to decline leading to an increase in general revenue support to maintain current service levels. For FY 2020, \$300,000 in Pre-Trial/Probation Fund balance is recommended to support the pre-trial program. Use of fund balance brings the accumulated fund balance into policy limits. Out-year projections also show a continued use of fund balance to limit the increase in the general revenue transfer. At the April 23, 2020, Budget Workshop, the Board considered eliminating the pre-trial fees, but after deliberation opted to keep the fees. If the fees had been eliminated either additional fund balance and/or an increase in general revenue support in the amount of \$208,849 would have been required to support the pre-trial program.

Building Inspection

The FY 2020 budget contemplates using only \$727,952 of available fund balance. Coming out of the recession, building permit revenue increased faster than expenditures as the division ramped up to handle the increased workload. This allowed for an accumulation of fund balance, which is budgeted to maintain services levels. While permitting revenues have started to stabilize from the significant growth in the construction industry the last three years, activity is still at pre-recession levels. \$350,000 of the fund balance will be used for additional software upgrades and modifications to further expedite and ease the processing of permits for customers, and \$100,000 is budget to pay for supplemental building plan review services to ensure permitting time frames are met or exceeded. Projections for future years show a moderate increase in permitting revenues with some level of fund balance being used to support operations.

Other Special Revenue

Special revenue fund balances (i.e. Judicial Programs) are utilized to support programs with dedicated revenues and to correspondingly avoid the transfer of general revenues. For FY 2019, a total of \$515,892 in fund balance is recommended for appropriation. In the grants fund, previously accumulated grants matching fund balances (\$213,767) are recommended to support specific dedicated grants or contracts (i.e. Storage Tanks, Emergency Management) as well as allocating \$90,000 in grant matching funds. The

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

remaining fund balance appropriated for use is in Judicial Programs (\$152,125) and the Leon County Government Annex Building fund (\$150,000) to assist with capital maintenance needs of the building.

Capital Improvement Funding and the Five-Year Capital Improvement Program

During the recession, and to assist in balancing budgets developed while revenues were in decline, the County reduced, and in some years eliminated recurring general revenue transfers to the capital program.

To judiciously fund the capital infrastructure needs of the community, the County used reserves to fund capital during the recession. This allowed the County to take advantage of lower construction costs during the economic decline and provided a local economic stimulus through job creation by continuing to pave roads, build and expand libraries, and to construct the Public Safety Complex.

Current and out-year projections show that \$10 to \$11 million in recurring revenue could support the capital program. In FY 2015, the budget included increasing the recurring revenue transfer to \$1.0 million. In FY 2016 and FY 2017, the transfer was increased to \$2.0 million and \$3.0 million respectively. In FY 2018, the transfer was increased to \$3.9 million. The transfer in FY2019 was \$5.0 million. The adopted FY 2020 budget increases the transfer to \$7.4 million.

General County Infrastructure and Maintenance

The FY 2020 – FY 2024 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. In January of FY 2020, Leon County will begin collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, intersection and safety improvements.

A new component of this sales tax is the two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). Last year a preliminary five-year L.I.F.E Program schedule was presented to the Board during the budget process. The first five years of L.I.F.E. program funding is shown in Capital Improvements Section by project.

In addition, the County's share of the dedicated water quality funding from the future sales tax proceeds supports several strategic initiatives to address septic upgrades and sewer conversion projects in the primary spring protection zone. Over the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. Over the next five years, \$6.5 million of the water quality funding will be used to pay back this advanced funding.

Human Service and Community Partnership Relocation

As approved by the Board at the June 19, 2018 Budget workshop, as part of the plan to relocate the Tourist Division to the Historic Train Station, the Office of Human Services and Community Partnership (HSCP) is being relocated to the existing Cooperative Extension Office. The FY 2019 Adopted budget included funding for the redesign of the building and initial funding for the project. The current estimate for improvements for the facility is \$1,150,000, which includes both interior renovations and exterior improvements to modernize the facility. To move this project forward, and to ensure that HSCP is relocated in a timely manner to allow for the construction associated with the Tourism Division move to the Historic Train Station, it is recommended to appropriate \$1.0 million in available capital fund balance to begin the renovations to the Cooperative Extension Office.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

Stormwater and Transportation Improvements

As approved in the multi-year fiscal plan, funding is included to address stormwater projects with the realignment of sidewalk funding for the next two fiscal year. This funding will be used to fund stormwater and transportation improvements to Raymond Tucker Road/Pheasant Run, and Maylor Road. As part of the FY 2019 budget process, \$2.0 million in available gas tax funds was appropriated to support transportation capital projects. As planned, the FY 2020 capital program contemplates using these reserves.

Apalachee Regional Park

The budget includes \$1.4 million to continue the implementation of the park master plan. Funding supports the construction of the cross-country course pavilion, restrooms, stage and finish line.

Daniel B. Chaires Community Park

As presented in a separate budget discussion item, the FY 2020 budget includes additional funding to construct and 60/90 baseball field at the park. Presently, \$1.2 million is available towards the construction of the field. To fully fund the estimated \$2.0 million in construction costs, \$800,000 supported by the increased general revenue transfer is included in the FY 2020 adopted budget.

Dog Parks

Last year the adopted CIP included annual funding of \$30,000 for FY 2019 – FY 2021 to construct three dog parks in the unincorporated area of the County. Two sites were identified, Robinson Road and J. Lee Vause Park with a third location to be determined. This item recommends the third proposed site occur at the open space adjacent to the Bradfordville Community Center. Remaining funds from the completed trail and parking lot at the site of the future Northeast Park will be realigned to fund this dog park in the current FY 2019 fiscal year. This reallocation of existing funding eliminates the need for the FY2021 funding.

Sustainability and Energy Savings

The adopted Sustainability Action Plan workshop item provides for replacing outdated and energy inefficient equipment at various County facilities, including the detention facility, Courthouse, libraries, and community centers. Through an energy savings contract (ESCO), a competitively selected contractor guarantees that the energy savings will pay for the cost of the equipment over a 10 to 15-year period. Through this process, the County will mitigate the need for funding this equipment in the five-year CIP. The requests for proposals are currently under review and a recommendation to award the project will be presented to the Board at the July 9, 2019 meeting.

Also, as approved in the Action Plan \$50,000 has been budgeted each year over the next five-years to fund solar arrays on County buildings. This will complement the current solar projects at the Northeast Library, as well as, projects planned for the Courthouse, and the Apalachee Regional Park cross country pavilion.

Sheriff Helicopter and Detention Complex

As part of the capital budget process, the Sheriff has requested funding for the replacement of one of three fleet helicopters due to its 50 years of age. This is considered a capital funding request and is not included in the Sheriff's regular operating budget. Currently, the Sheriff has requested, and the City of Tallahassee has agreed to participate in the purchase of the replacement, as TPD and City utilities benefit from the Sheriff's helicopter assistance. According to the Sheriff's Office, the usage is approximately 50/50 between

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview

the Sheriff and City. Rather than directly funding the \$1.6 million purchase, the budget contemplates a seven-year lease to purchase agreement. The estimated annual cost is \$260,000 per year for seven years to split \$130,000 each by the County and City.

In working closely with the Sheriff's Office, the five-year capital improvement schedule has been updated for the Detention Center and the Sheriff Administrative Offices, which are maintained on a day-to-day basis by the Sheriff's Office. However, large capital projects are managed by County staff in cooperation with the Sheriff's Office. The five-year capital program includes roof and window replacements and the mechanical and infrastructure needs of the Detention Facility. Like other County buildings completed in the late 1980's, this location is considered aging infrastructure where inevitably components are near or at their end-of-life use and will need to be replaced. An \$8.1 million expenditure plan to provide for these needs has been included in the five-year capital program. If not for the pending ESCO plan, the amount of funding for mechanical improvements to this building would have been greater.

Solid Waste

The five-year Solid Waste CIP funds improvements to the transfer station and heavy equipment replacement. One front-end loader is scheduled for replacement during FY 2020. To save an additional \$66,000 towards the replacement, this budget item recommends accelerating the purchase to the current fiscal year. As part of the replacement process, the County receives a guaranteed payment for the sale of the existing equipment. The purchaser of the equipment has offered the additional \$66,000 if the replacement occurs in the next several months as opposed to next fiscal year. To take advantage of these cost savings, this item recommends approval of the early replacement of the front-end loader through the use of Solid Waste funds.

Conclusion

Leon County Government continues to approach its annual budget process by identifying opportunities to constrain budgetary growth, while ensuring the County's limited resources continue to be aligned with the highest priorities of the Board. In developing the FY 2020 adopted budget, staff has continued to build upon these efforts by reviewing service delivery levels and positions to ensure the organization is optimizing the use of all available resources. As part of this review, staff also continues to seek opportunities to reduce or constrain costs in providing the highest quality services our community expects and deserves.

Over the past several budget cycles, budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency has positioned the County for long-term fiscal stability. During tough economic times, the County maintained fees and passed on significant property tax savings. Coming out of the recession, the significant long-term fiscal issues were addressed. It bears repeating that these actions have provided the necessary resources to continue maintaining the County as a financially viable organization.

With the continued leadership of the Board, the dedication of our talented employees and the active engagement of citizens and partners, Leon County government is as well positioned as any organization to continue to meet the current and foreseeable challenges and opportunities facing our organization and community.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

| | |
|--------------------------------|--------|
| Culture & Recreation | 5 - 17 |
| Transportation | 5 - 18 |
| Public Safety | 5 - 19 |
| Human Services | 5 - 20 |
| Physical Environment | 5 - 21 |
| Economic Environment | 5 - 22 |
| Court Related Services | 5 - 23 |
| General Government Services | 5 - 24 |
| Other Expenses & Debt Services | 5 - 25 |

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

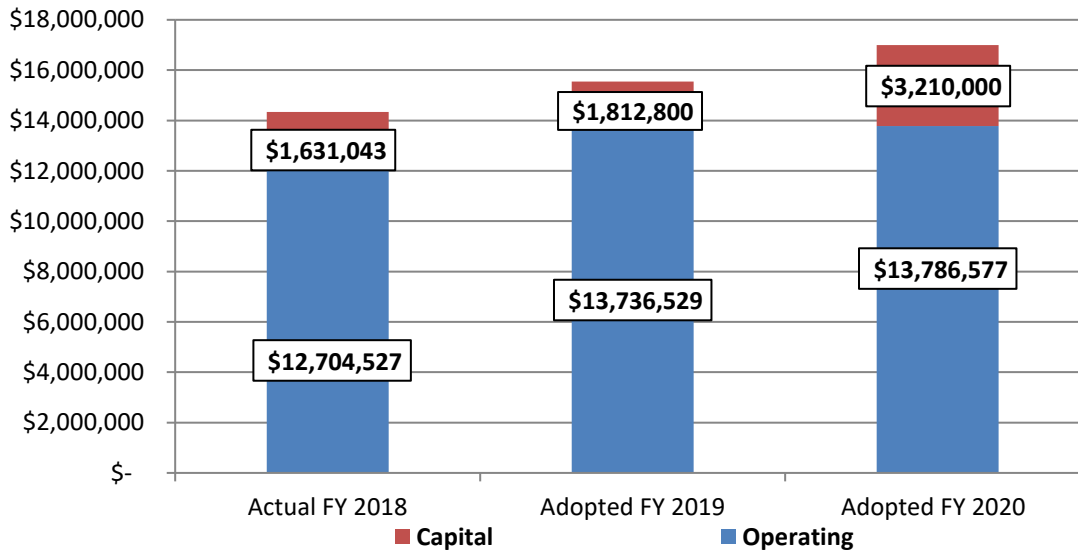
Culture & Recreation

A broad range of services provided by Leon County Parks and Recreation and Library Services designed to enhance the quality of life for both residents and visitors.

County Fact: Opened Baum Road trailhead, Phase I of the St. Marks Headwaters Greenway, providing public access to 700+ acres of conservation and environmentally sensitive lands.



Culture & Recreation Funding FY 2018 thru FY 2020



- Funding
- Total Funding: \$16,996,577
 - 9.3% Increase
 - 6.2% of Total Budget

FY 2020 Culture & Recreation Highlights

- Funding to continue the implementation of the park master plan for the construction of the cross-country course, pavilion, restrooms and finish line at Apalachee Parkway Regional Park in the amount of \$1,400,000 in preparation to host the 2021 NCAA National Cross County Championship.
- \$800,000 for the Chaires Park for the construction of a 60/90 baseball field.
- \$500,000 for Parks Capital Maintenance and Greenway Capital Maintenance.
- \$500,000 from Livable Infrastructure For Everyone (L.I.F.E) funding for recreational amenities (\$350,000) and for boat landing upgrades (\$125,000).
- \$175,000 for Playground equipment replacement.
- \$130,000 is allocated to construct work space and equipment storage at J. Lee Vause Park.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

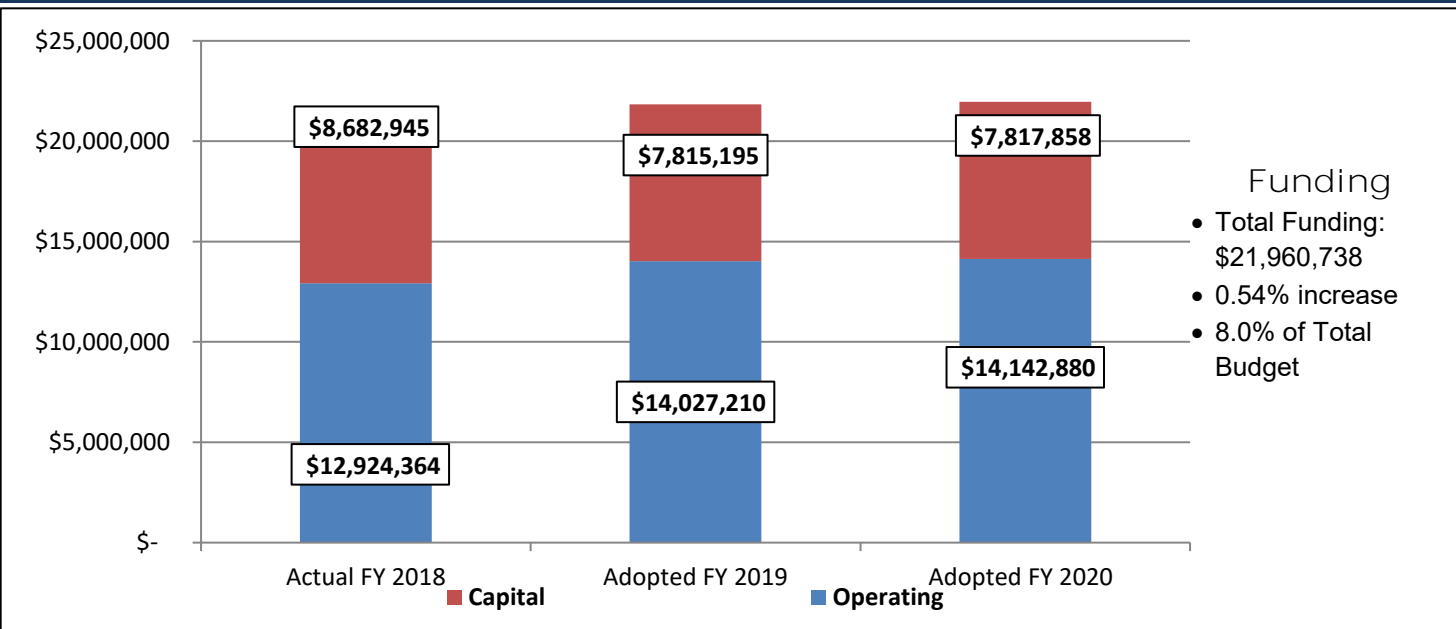
Transportation

A broad range of services provided by the Engineering Services and the Operations Divisions of the Leon County Public Works Department designed to enhance the safe and adequate flow of vehicles, travelers, and pedestrians.



County Fact: Leon County resurfaced 28 roads throughout Leon County in FY 2018.

Transportation Funding FY 2018 thru FY 2020



FY 2020 Transportation Highlights

- \$1.62 million for Transportation and Stormwater Improvements projects including: Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision.
- \$2.9 million for resurfacing portions of the County’s arterial/collector and local roads system.
- \$1.48 million for the Sidewalk Program in the unincorporated areas of the county.
- \$600,000 for the routine maintenance and resurfacing of the County’s Open Grade Asphalt Mix roads.
- \$429,000 in Public Works vehicle and equipment replacement.
- \$345,580 for Intersection and Safety improvement projects.
- \$125,000 in Livable Infrastructure for Everyone (L.I.F.E.) to support of the County’s Street Lighting Program in the unincorporated area.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

Public Safety

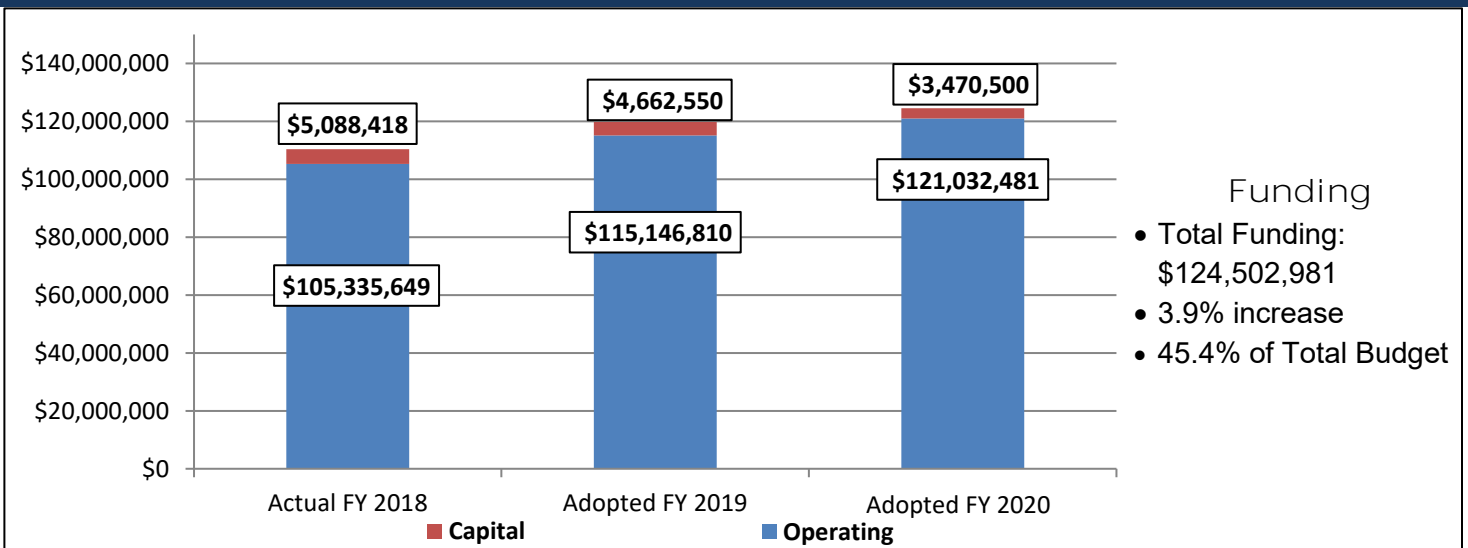
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

- Emergency Medical Services (EMS);
- Emergency Management;
- Leon County Sheriff's Office;
- Medical Examiner;
- Building Inspection;
- Probation Services; and
- Leon County Volunteer Fire Departments.



County Fact: The Emergency Operations Center (EOC) hosted 12 separate training courses for 360 local and regional emergency responders to build and enhance their emergency response skills.

Public Safety Funding FY 2018 thru FY 2020



FY 2020 Public Safety Highlights

- 86.9% of the total Public Safety budget is allocated to: Law Enforcement (\$41,503,102); Jail/Corrections (\$44,133,822); Emergency Management (\$1,611,614); and Emergency Medical Services (\$20,905,993).
- \$2.0 million in Detention Center capital improvements.
- \$1.3 million for Law Enforcement replacement patrol vehicles and \$206,000 for new patrol vehicles.
- \$1.2 million in EMS vehicles and equipment replacement.
- \$522,545 for the addition of four deputies, two crime analysts for the Real Time Crime Center, a Property and Evidence Supervisor, and one information technology analyst.
- \$130,000 for a helicopter for the Sheriff's office with the cost split 50/50 with the City of Tallahassee. This is the first year of a seven year lease to purchase for \$1.6 million.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

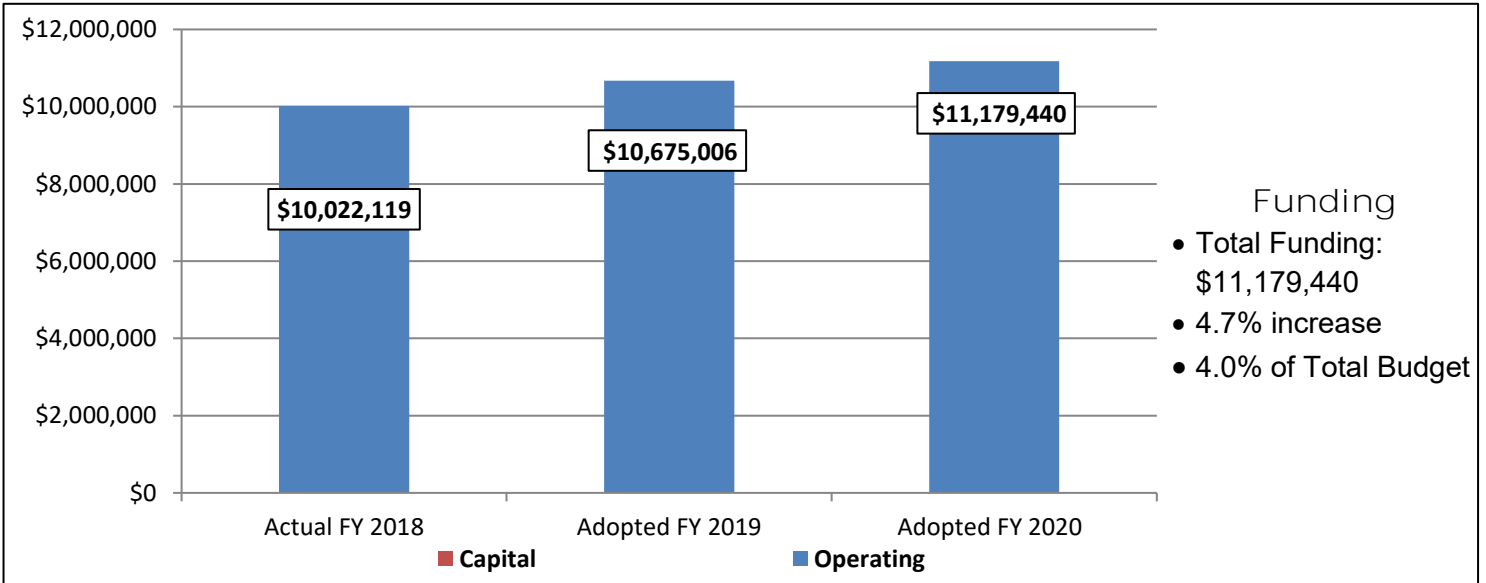
Human Services

A broad range of services provided by Leon County Mosquito Control and Office of Human Services and Community Partnerships for the welfare of the community as a whole and its individuals.



County Fact: Leon County contributed \$1.3 million to help fund more than 7,500 visits for primary care, dental care, and mental health services for the uninsured and low income residents.

Human Services Funding FY 2018 thru FY 2020



FY 2020 Human Services Highlights

- \$3.27 million allocated for the continued support of Medicaid, an increase of \$234,446 for FY 2020.
- \$1,739,582 in support of Primary Health Care.
- \$1.3 million for the Community Human Service Partnership (CHSP) grant program
- \$237,345 allocated in support of the Health Department.
- 100,000 in funding to support debt service for the capital construction of the Kearney Center
- \$64,400 for the indigent burial program.
- \$38,000 for Whole Child Leon in support of its community-wide effort to build community commitment to meeting needs of children, expand parent education, and support for families.
- Continued support of the Mosquito Control program in the amount of \$851,209

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

Physical Environment

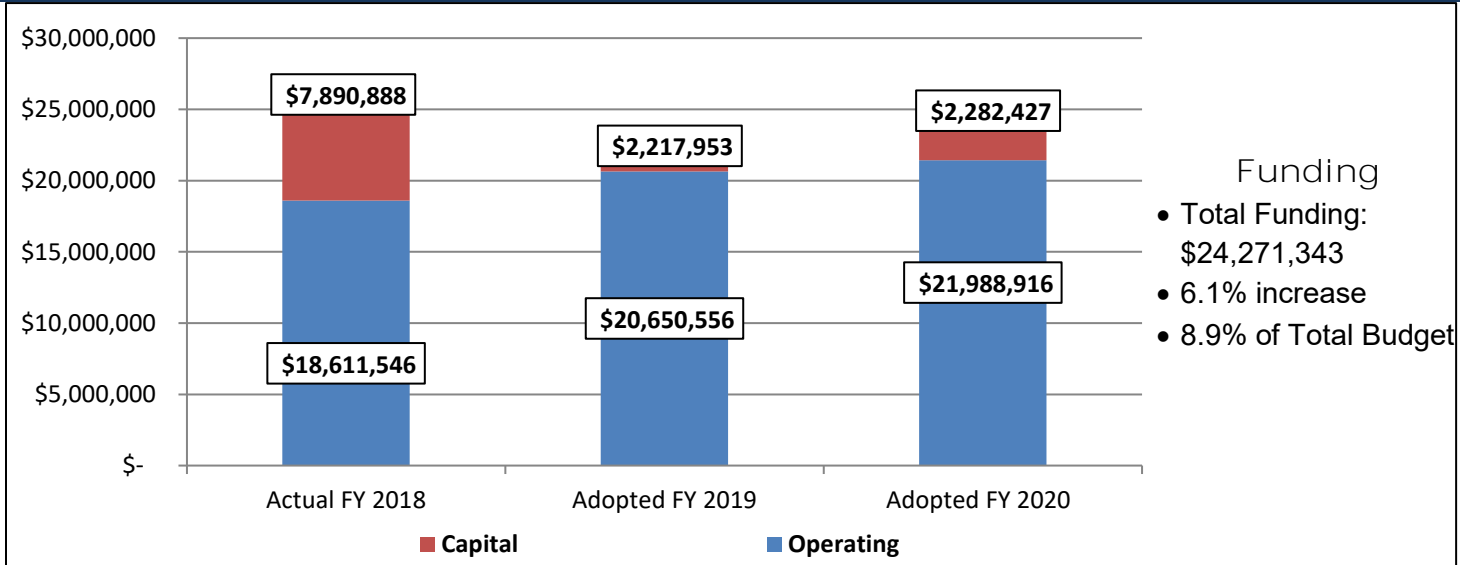
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

- Solid Waste;
- Stormwater Engineering and Maintenance;
- Geographic Information Services;
- Cooperative Extension; and
- Development Support and Environmental Services.



County Fact: Transfer station employees removed approximately 33.7 tons of waste tires from the household stream, resulting in an annual savings of \$31,000.

Physical Environment Funding FY 2018 thru FY 2020



FY 2018 Physical Environment Highlights

- \$450,000 in funding to enhance the County's Accela permit tracking system to reduce permitting time frames.
- \$481,250 for engineering design Maylor Road stormwater/flooding improvements.
- \$200,000 for preventative maintenance for stormwater infrastructure throughout the County.
- \$298,500 for the Geographic Information Systems (GIS) Basemap Update.
- \$267,000 for Stormwater Vehicle and Equipment replacement.
- \$150,852 in funding for Transfer Station Improvements.
- \$111,545 for Transfer Station Heavy Equipment.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

Economic Environment

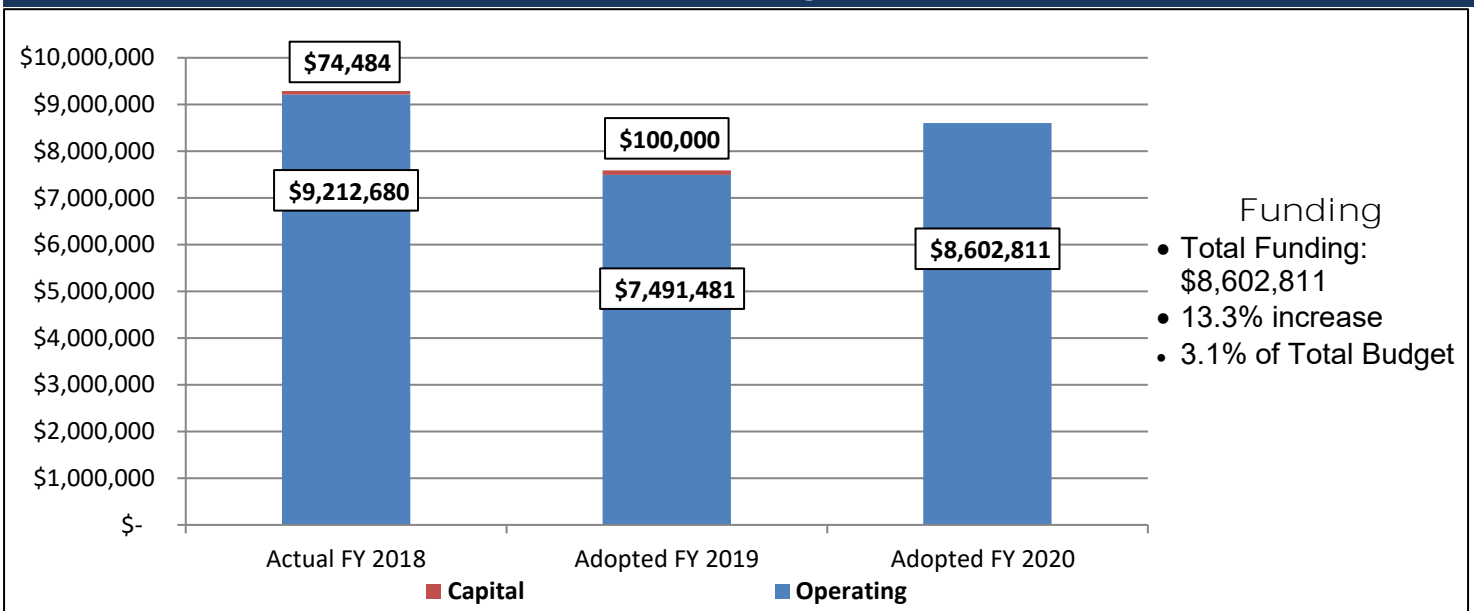
A broad range of services provided Leon County designed to develop and improve the economic condition of the community and its citizens, including:

- Tourist Development Council;
- PLACE;
- Office of Economic Vitality;
- Veteran Services;
- Housing Services; and
- Community Redevelopment Areas (Frenchtown and Downtown).



County Fact: Facilitated claim actions that resulted in Leon County veterans receiving more than \$18.9 million.

Economic Environment Funding FY 2018 thru FY 2020



FY 2020 Economic Environment Highlights

- \$2,733,540 in funding for the Community Redevelopment Agency (CRA), an increase of \$456,097.
- The reallocation of \$292,000 in tourism development tax funding to bring additional national performers and concerts to the Amphitheater and the establishment of a Legacy Events grant program to ensure the continued success and financial support of long-standing community festivals.
- \$371,598 for continued funding for the Veteran’s program.
- \$175,000 in funding form the State Housing Initiative Program (S.H.I.P).
- \$150,000 for land use consulting services to assist with updating the comprehensive plan.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

Court Related Services

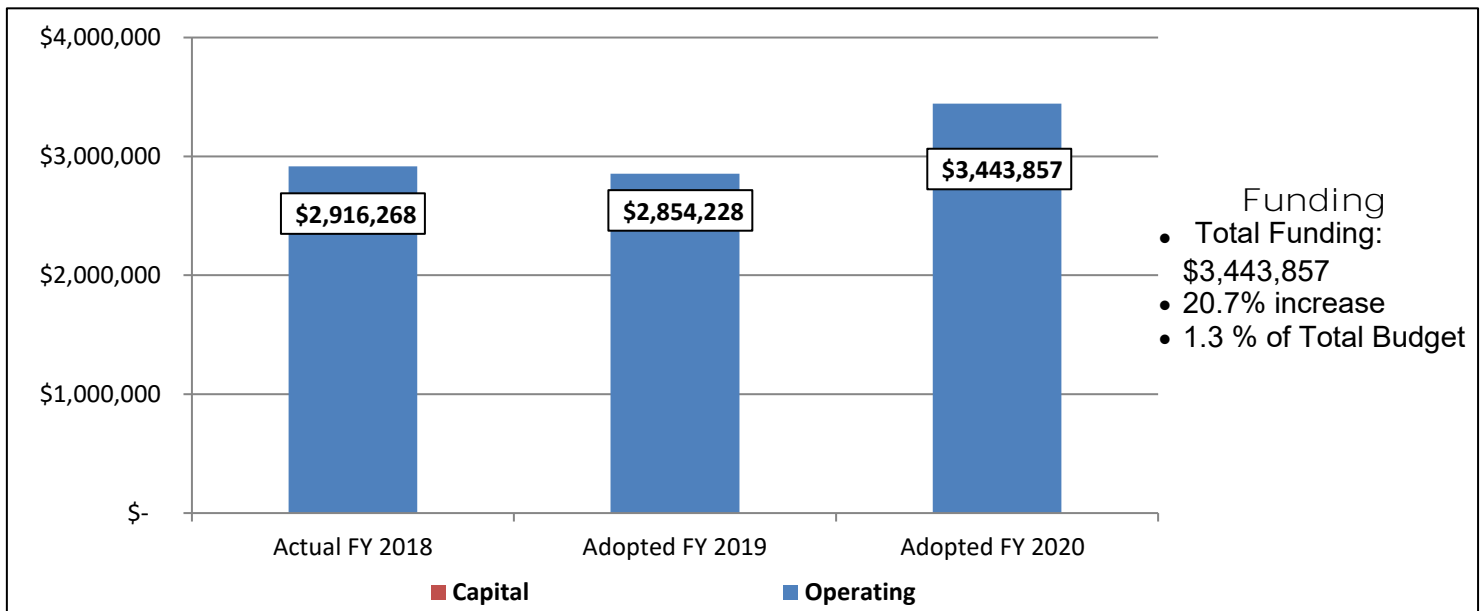
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

- Second Judicial Circuit of the State of Florida;
- State Attorney
- Public Defender.
- Office of the Clerk of the Court

County Fact: Administered more than \$14,836 alcohol tests and 11,714 drug tests for court ordered County probationers and defendants released while waiting trial.



Court Services Funding FY 2018 thru FY 2020



FY 2020 Court Services Highlights

- \$1,567,768 in funding for the state Juvenile Justice detention payment, an increase of \$667,768 or 74.2% over FY19.
- \$373,579 for courthouse renovations.
- \$160,900 for technology for the State Attorney and Public Defender.
- \$60,000 for courtroom minor renovations and courtroom technology
- \$35,000 for Courthouse security.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- The actuals and budgets do not reflect all the costs related to Article V, which for FY 2018 was \$8.65 million.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

General Government Services

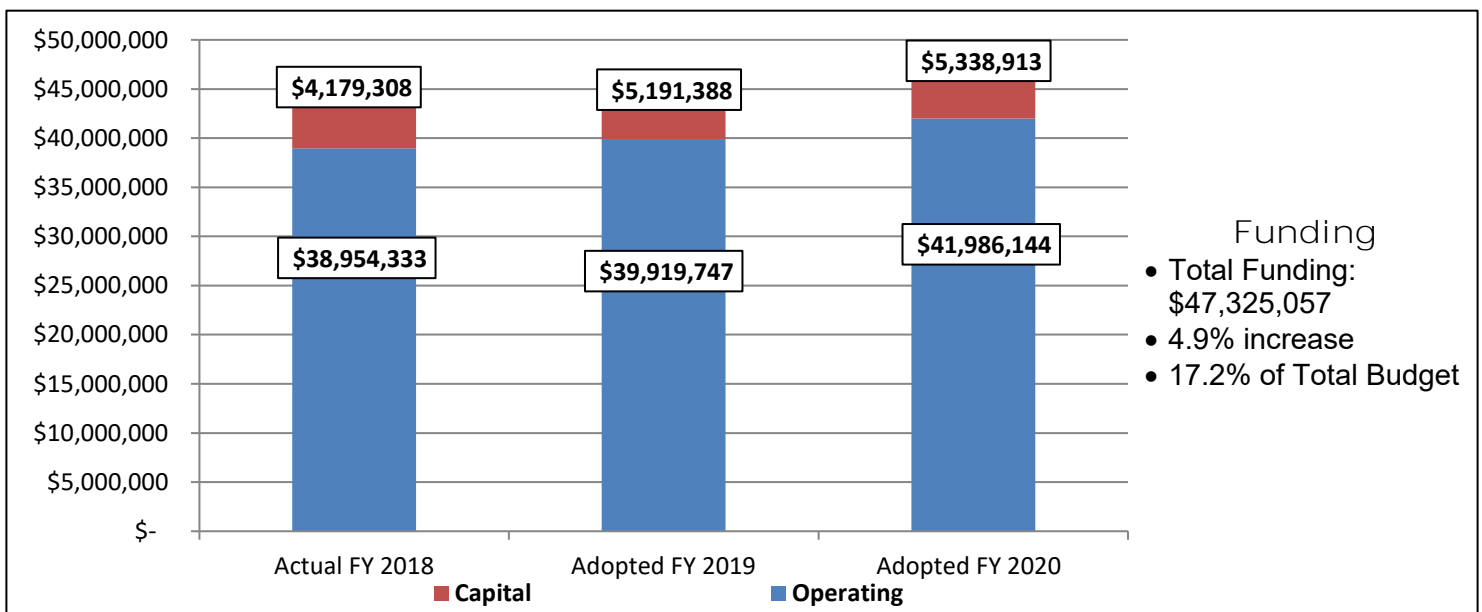
A broad range of general services associated with operating the Leon County government, including:

- County Commission;
- County Administrator;
- County Attorney;
- Facilities Management;
- Office of Information Technology;
- Property Appraiser;
- Tax Collector; and
- Supervisor of Elections.

County Fact: This year's adopted budget was balanced while leaving the millage rate at 8.3144 for the eighth year in a row.



General Government Funding FY 2018 thru FY 2020



FY 2020 General Government Highlights

- \$15,667,417 in support of the Property Appraiser (\$5,059,837), Tax Collector (\$5,077,511) and the Supervisor of Elections (\$5,530,069), an increase of \$1.38 million of the presidential primary election.
- \$1,825,161 for building mechanical repairs & replacements and roofing repairs and replacements.
- \$954,543 for building general maintenance repairs and infrastructure improvements.
- \$550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- \$246,000 for general vehicle and equipment replacement.
- \$50,000 for solar arrays on County buildings as part of the adopted Sustainability Action Plan.
- An additional \$10,000 for the 2020 Complete Census Count.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Overview Highlights

Other Expenses & Debt Services

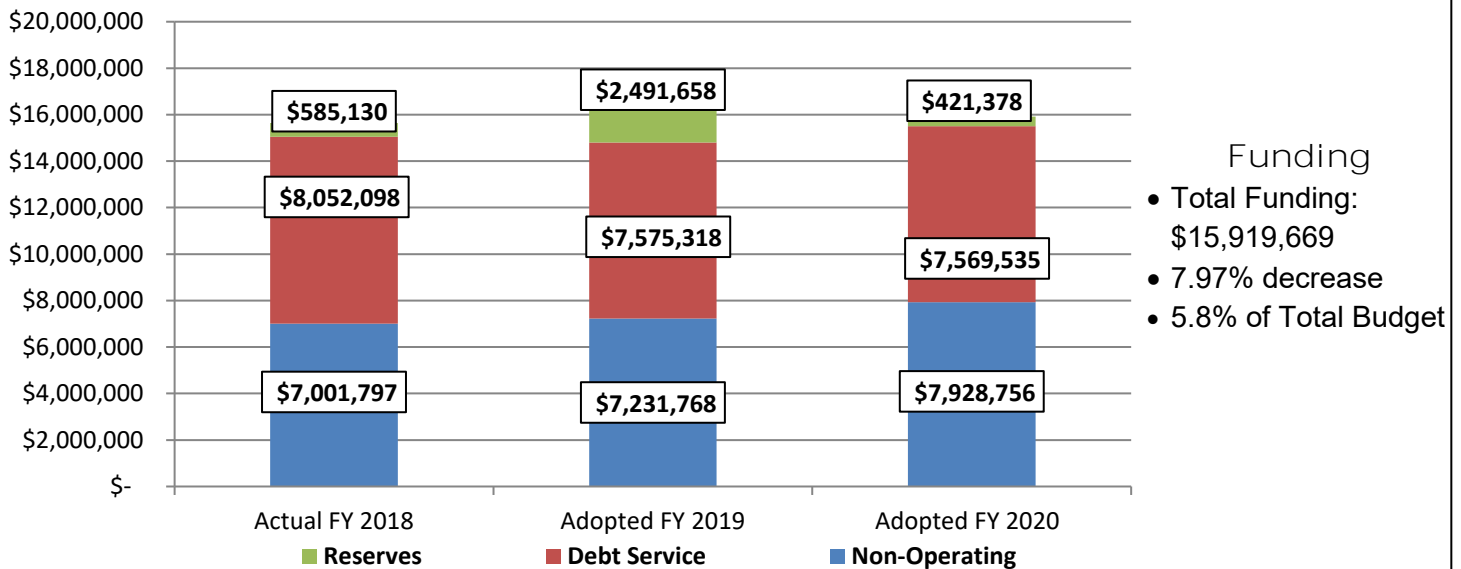
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

- Fleet Management;
- Countywide communication services;
- Infrastructure improvements;
- Risk management and insurance programs;
- Reserve and contingency funding.



County Fact: Leon County citizens pay the lowest in the state per person to operate their local county government.

Non-Operating & Debt Service Funding FY 2018 thru FY 2020



Debt Service / Reserves

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds previously issued by the County.

In Fiscal Year 2019/2020, Leon County budgeted \$7,569,535 for debt service and represents 2.8% of the FY 2019/2020 budget.

Leon County budgeted \$421,378 for reserves in Fiscal Year 2019/2020. This allocation represents approximately 0.02% of the total Fiscal Year 2019/2020 budget. Budgeted Reserves decreased significantly (83%) from the prior fiscal year due to the elimination of \$2,093,426 in reserves established to assist with future year budget balancing if the additional \$25,000 homestead exemption passed on the November 6, 2018 general election ballot. The ballot initiative failed.

Leon County Fiscal Year 2020 **Adopted** Budget

Service Cost Distribution of Ad Valorem Taxes

Average Value Single Family Home in Leon County

The following table shows the monthly costs for County Government services paid for with property tax revenue. The example depicts the FY 2020 average taxable value¹ (\$121,650) of an average assessed² home (\$171,650) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

| Services | FY 2020 Ad Valorem Tax Bill \$1,072 | FY 2020 Monthly Cost | FY 2020 Percent of Ad Valorem Taxes |
|--|--|----------------------|-------------------------------------|
| Sheriff - Law Enforcement | 264.30 | 22.02 | 24.65% |
| Sheriff - Corrections | 245.60 | 20.47 | 22.91% |
| Emergency Medical Services | 60.81 | 5.07 | 5.67% |
| Health & Human Services | 55.67 | 4.64 | 5.19% |
| Facilities Management | 53.88 | 4.49 | 5.03% |
| Library Services | 46.14 | 3.84 | 4.30% |
| Supervisor of Elections | 35.36 | 2.95 | 3.30% |
| Capital Improvement | 32.66 | 2.72 | 3.05% |
| Property Appraiser | 32.35 | 2.70 | 3.02% |
| Tax Collector | 32.47 | 2.71 | 3.03% |
| Management Information Services | 31.51 | 2.63 | 2.94% |
| Other Criminal Justice (Probation, DJJ, Diversion) | 27.57 | 2.30 | 2.57% |
| Other Non-Operating/Communications | 25.70 | 2.14 | 2.40% |
| Administrative Services ³ | 21.31 | 1.78 | 1.99% |
| Community Redevelopment - Payment | 17.48 | 1.46 | 1.63% |
| Veterans, Volunteer, Planning, Economic Development | 15.33 | 1.28 | 1.43% |
| Board of County Commissioners | 12.02 | 1.00 | 1.12% |
| Geographic Information Systems | 11.60 | 0.97 | 1.08% |
| 800 MHz Radio Communication System | 9.50 | 0.79 | 0.89% |
| Clerk of Circuit Court | 8.81 | 0.73 | 0.82% |
| Court Administration and Other Court Programs ⁴ | 7.61 | 0.63 | 0.71% |
| Financial Stewardship ⁵ | 7.19 | 0.60 | 0.67% |
| Mosquito Control | 5.44 | 0.45 | 0.51% |
| Risk Allocations | 4.89 | 0.41 | 0.46% |
| Sustainability/Cooperative Extension | 4.81 | 0.40 | 0.45% |
| Budgeted Reserves | 1.34 | 0.11 | 0.13% |
| Line Item Agency Funding | 0.64 | 0.05 | 0.06% |
| Total | \$ 1,072.00 | \$ 89.33 | 100.00% |

1. The Taxable Value is the value the millage rate is multiplied against to calculate taxes (Assessed Value less \$50,000 homestead exemption).

2. The Assessed Value is the value of property as calculated under the Save Our Homes (SOH) cap, which for FY 2019 is 1.9%.

3. Administrative Services include: County Administration, the County Attorney's Office, Strategic Initiatives, Community and Media Relations, and Human Resources.

4. Other Court Programs include: the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.

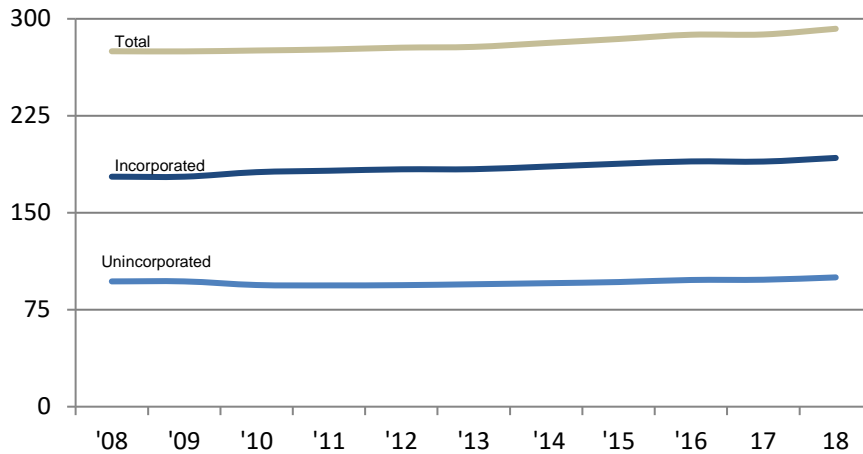
5. Financial Stewardship includes: Office of Management and Budget (OMB), Real Estate, and Purchasing.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Population

Thousands



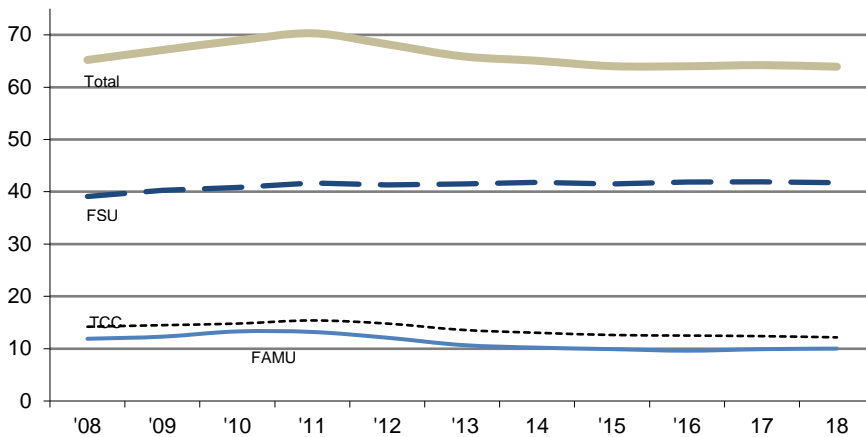
Sources:
 - 2018 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

According to the 2018 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 292,332 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.54% from 2017. In 2009, there was a minimal decline in population estimates. According to 2018 estimates, the total population has seen a 6.11% increase since the 2010 Census. This is in spite of a decline in higher education enrollment over the same period.

Leon County had the highest growth rate of neighboring counties at (6.11%) since the 2010 Census. Wakulla (3.79%), Gadsden (3.10%) and Jefferson (-0.19%).

Higher Education Enrollment

Thousands



Source: - 2018 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

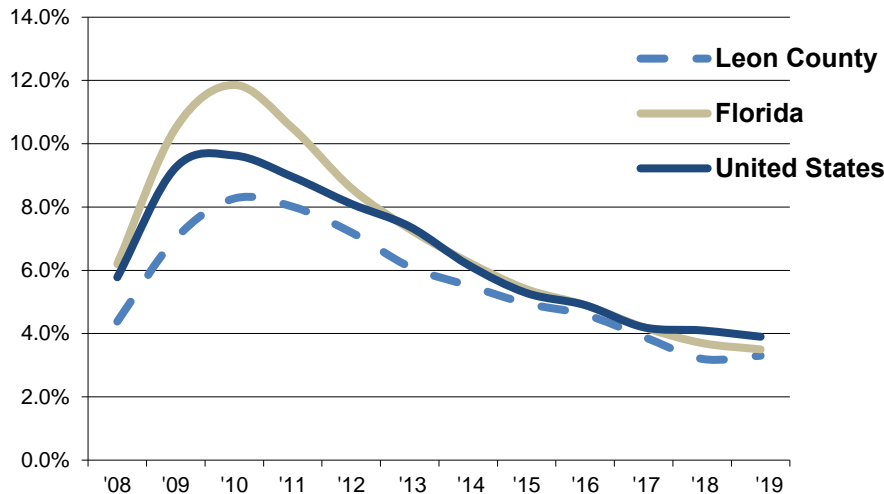
Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2018 was 63,912, a decrease of 297 students from Fall 2017.

In the last decade, FSU has had an increase in enrollment. However, Fall 2018 enrollment shows a decline of -0.44%, while FAMU has seen an increase of 1.13% for Fall 2018 enrollment. TCC shows a decline in enrollment for Fall 2018 of -0.46%.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Unemployment Statistics



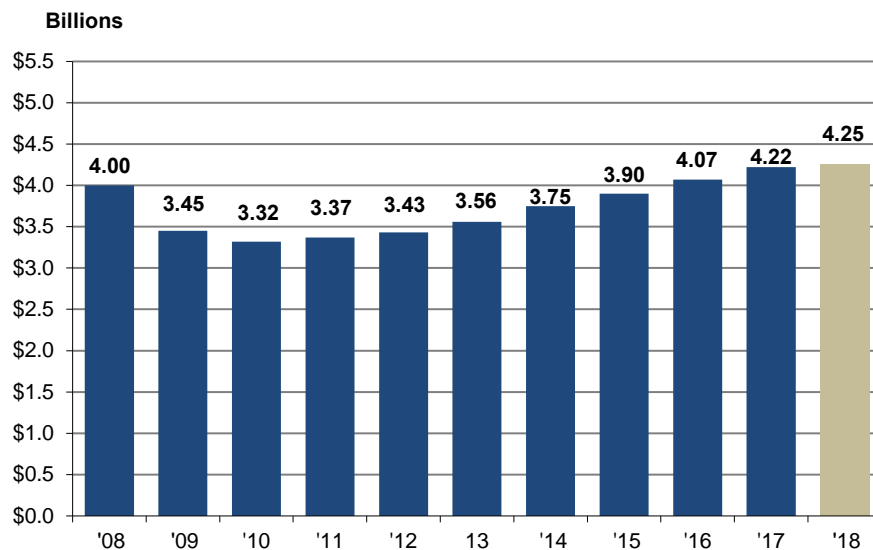
*Source: 2018 Office of Economic Vitality, Workforce and Income Unemployment Rate Annual Average

Unemployment rates are a traditional indicator of economic health. Leon County's unemployment rate has remained below the state and national averages for the past ten years. The unemployment rate decreased in 2005 and 2006. In 2008, a troubled economy caused unemployment to rise nationwide. In 2010, the state of Florida's unemployment rate peaked at 11.86%.

Florida's unemployment rate has been declining since 2011, when the rate was 10.49%.

Leon County's unemployment rate continues to be lower than both statewide and national levels. The current unemployment rate for the County stands at 3.3%.

Taxable Sales



Source: The Florida Legislature - Office of Economic and Demographic Research Leon County (2/27/2019)

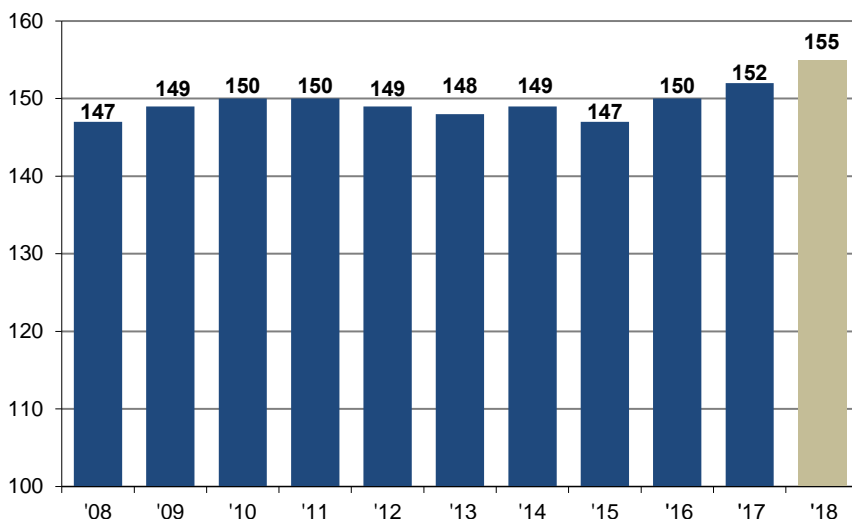
Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. 2008 marked the beginning of an economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly \$51 million, or approximately 1.5%, and continued improving with a \$60.3 million increase in 2012. This upward trend seems to be persistent, as taxable sales saw an increase of 3.57% from the 2016 figure of \$4.07 billion to the 2017 figure of \$4.22 billion. The trend shows it took ten years to return to pre-recession taxable sales levels. In 2018, taxable sales continued to increase by .84% or \$35,582,177 million.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Total County Labor Force

Thousands



Source: 2018 Office of Economic Vitality, Workforce and Income, Labor Force

The local labor force consists of the total number of people employed and individuals seeking employment, including those classified as unemployed.

From 2004 to 2010, Leon County's labor force increased at an average of 1.41% annually. This growing trend slowed in 2010 and actually saw a decrease in 2012 and 2015. The total county labor force for 2018 was 154,655, which is an increase of 1.38% from 2017. This continues the approximate 2% growth trend started in 2016 from 2015.

Employment by Industry – 2008 vs. 2018

| Industry | Employees 2008 | % Employment | Employees 2018 | % Employment | % Change |
|--------------------------------------|----------------|--------------|----------------|--------------|-------------|
| Government | 63,100 | 36% | 61,500 | 33% | -2.5% |
| Education and Health Services | 19,200 | 11% | 24,000 | 13% | 25.0% |
| Leisure and Hospitality | 16,700 | 10% | 20,400 | 11% | 22.2% |
| Professional and Business Services | 19,100 | 11% | 21,400 | 12% | 12.0% |
| Trade, Transportation, and Utilities | 24,000 | 14% | 24,800 | 13% | 3.3% |
| Other Services | 9,400 | 5% | 9,600 | 5% | 2.1% |
| Financial Activities | 7,900 | 4% | 7,900 | 4% | 0.0% |
| Construction | 8,600 | 5% | 8,400 | 5% | -2.3% |
| Manufacturing | 4,300 | 2% | 3,200 | 2% | -25.6% |
| Information | 3,600 | 2% | 3,100 | 2% | -13.9% |
| Total | 175,900 | 100% | 184,300 | 100% | 4.8% |

Source: Florida Department of Economic Opportunity; Includes data from the Tallahassee Metropolitan Statistical Area (MSA), which is comprised of Gadsden, Jefferson, Leon, and Wakulla counties.

Over the past ten years, Leon County's major industries have included Government, Education and Health Services, Retail Trade, Leisure & Hospitality, and Professional and Business Services. This is attributed to the support needed for the large government and higher education infrastructure in the Tallahassee Metropolitan Statistical Area (MSA). The MSA includes data from Gadsden, Jefferson, Leon, and Wakulla counties, hence the greater employment figure for the table to the left.

The percentage of employment in Government has decreased since 2008, while Professional and Business Services, Education and Health Services, and Leisure and Hospitality have increased, which reflects a somewhat more diverse economy. Trade, Transportation, and Utilities have increased slightly over the ten year period, while Construction, Manufacturing, and Information Services have decreased.

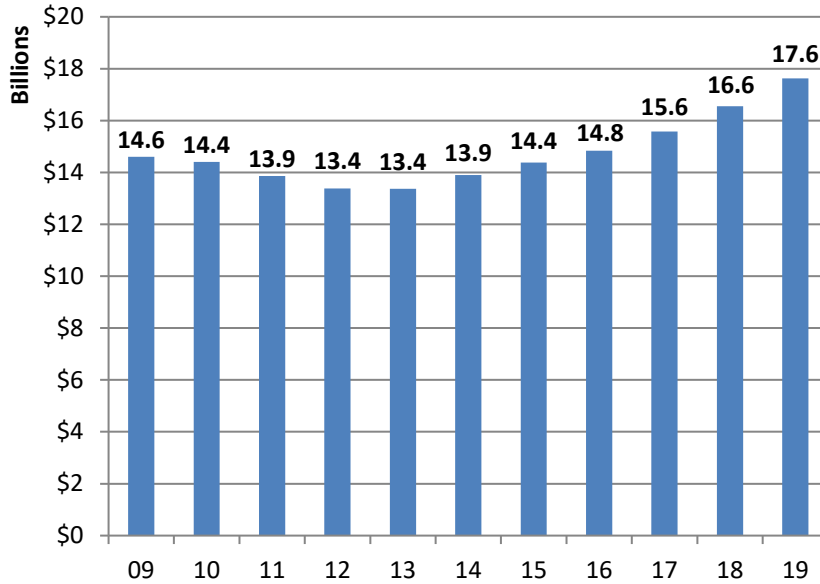
The largest increase over the past decade (in terms of percentage) has been in Education and Health Services, while Manufacturing has seen the largest decrease.

Total employment in these major industries for 2018 is an increase of nearly 5% compared to 2008.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Taxable Value

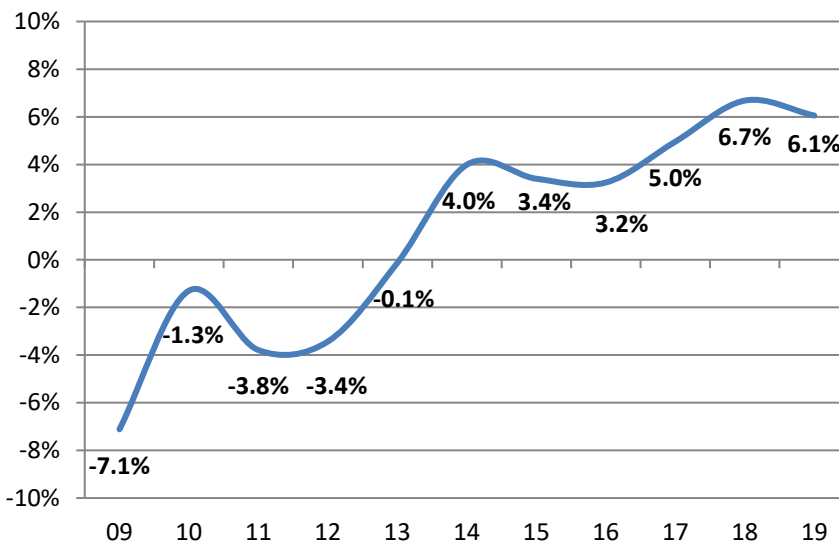


Taxable values increased rapidly from 1998 to 2007 (average annual increase of 9.3%); however, due to property tax reform in 2007, the value of taxable properties fell to \$15.7 billion in 2008. From 2009 to 2012, valuations decreased by \$1.2 billion, or 8.3%. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2013 onwards. Values provided by the Property Appraiser on July 1, 2018 showed property values increased by 6.27% from 2017 and Preliminary values for 2019 by 6.05% from 2018 have continued to recover to pre-recession levels.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2018 valuations are used to develop the FY 2019/2020 budget).

Source: Certification of Final Taxable Value, Forms DR-403v 2018 figures based on DR-420 Taxable Values provided by Leon County Property Appraiser (July 1, 2019)

Annual Percentage Change in Taxable Value



From 2007 Leon County saw six consecutive years of property tax decreases, caused by the recession and a collapse of the housing market.

In 2014, taxable value finally saw an increase over the preceding year of 4% indicating an improving property market. Taxable values decreased 3.4% in 2015 and 3.2% in 2016. Taxable value increased 5.0% in 2017 and 6.7% in 2018. July 1 valuations showed values continued to increase in 2019 by 6.1% which is slightly less than the 6.7% last year.

Source: Certification of Final Taxable Value, Forms DR-403v 2018 figures based on estimated Taxable Values provided by Leon County Property Appraiser (July 1, 2019)

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Principal Taxpayers

| 2017 | | | 2018 | | |
|---------------------------------------|----------------------|---------------------|---------------------------------------|----------------------|---------------------|
| Name | Total Taxable Value | Total Taxes | Name | Total Taxable Value | Total Taxes |
| Smith Interest General Partnership | \$145,919,509 | \$2,800,122 | Smith Interest General Partnership | \$149,365,462 | \$2,818,015 |
| Embarq Florida Inc./ Centurylink | \$108,719,078 | \$2,082,342 | Embarq Florida Inc./ Centurylink | \$90,341,344 | \$1,710,238 |
| Capital Regional Medical Center | \$72,330,423 | \$1,411,071 | Capital Regional Medical Center | \$74,440,284 | \$1,420,290 |
| Florida Gas Transmission Company, LLC | \$80,985,667 | \$1,258,288 | Florida Gas Transmission Company, LLC | \$81,170,427 | \$1,242,368 |
| District Joint Venture, LLC | \$60,523,804 | \$1,170,626 | District Joint Venture, LLC | \$61,822,934 | \$1,192,639 |
| DRA CRT Tallahassee Center, LLC | \$56,198,841 | \$1,097,153 | DRA CRT Tallahassee Center, LLC | \$55,859,622 | \$1,077,599 |
| Campus Investors FSU 444 | \$46,965,660 | \$916,896 | Wal-Mart Stores, Inc. | \$51,734,062 | \$960,147 |
| Wal-Mart Stores, Inc. | \$51,907,520 | \$902,746 | Comcast Cablevision | \$51,244,016 | \$945,623 |
| Talquin Electric Cooperative | \$57,551,302 | \$889,840 | Talquin Electric Cooperative | \$59,173,835 | \$901,788 |
| Comcast Cablevision | \$45,500,680 | \$884,123 | Woodlands of Tallahassee, LLC | \$45,517,836 | \$878,094 |
| Total | \$726,602,484 | \$13,413,207 | | \$720,699,822 | \$13,146,801 |

Notes:

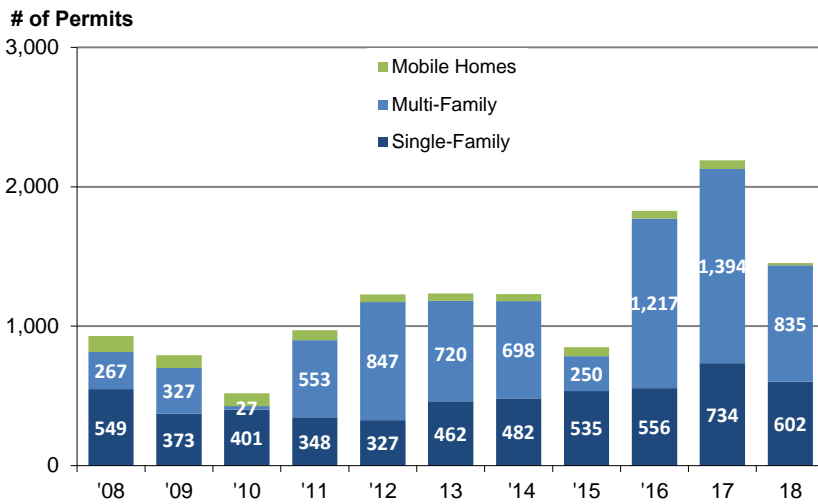
Taxes paid reflect all taxing authorities (i.e. School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

(1) DRA CRT Tallahassee Center, Inc is also known as the Koger Center Properties

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Residential Building Permits

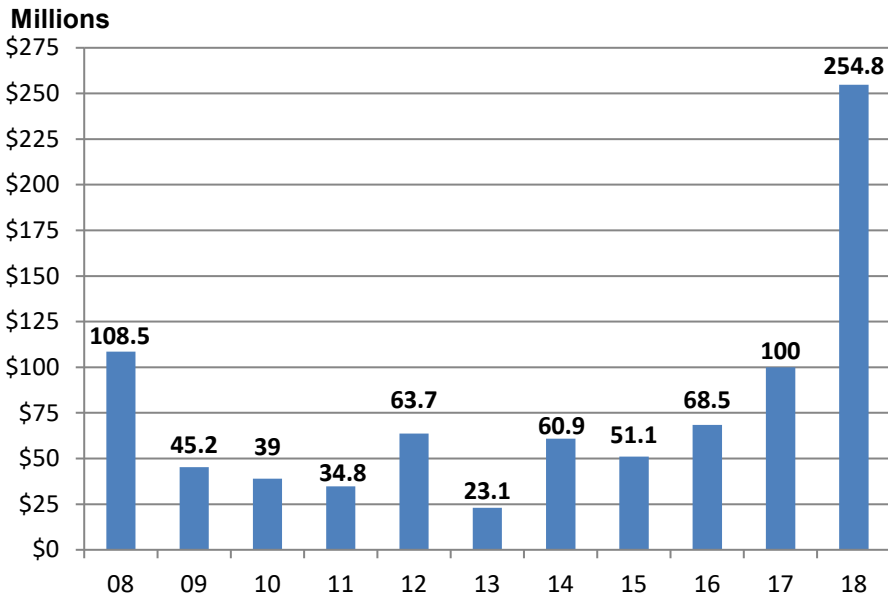


Source: Tallahassee-Leon County Office of Economic Vitality, 2018 Statistical Digest.

Signaling the beginning of a housing crisis, 2008 experienced a dramatic decrease in overall permits. By 2010, total Residential Building Permits had decreased by 85% from peak 2005 levels. An increase in 2013 Single-Family permits over 2012 numbers compensated for the decrease in Multi-Family permits. Single-Family permits have remained steady while Multi-Family permits have seen declining numbers from 2017 to 2018.

Residential building permits in 2017 reached the highest annual total since 2007 due to new construction permits for The Lumberyard, Players Club, Stadium Enclave, Quantum on West Call, College Town Phase III and Lullwater. Residential permitting in 2018 reflects permitting levels returning to a normal level after the large increases during the post-recession activity in 2016 and 2017.

Value of Commercial Permits



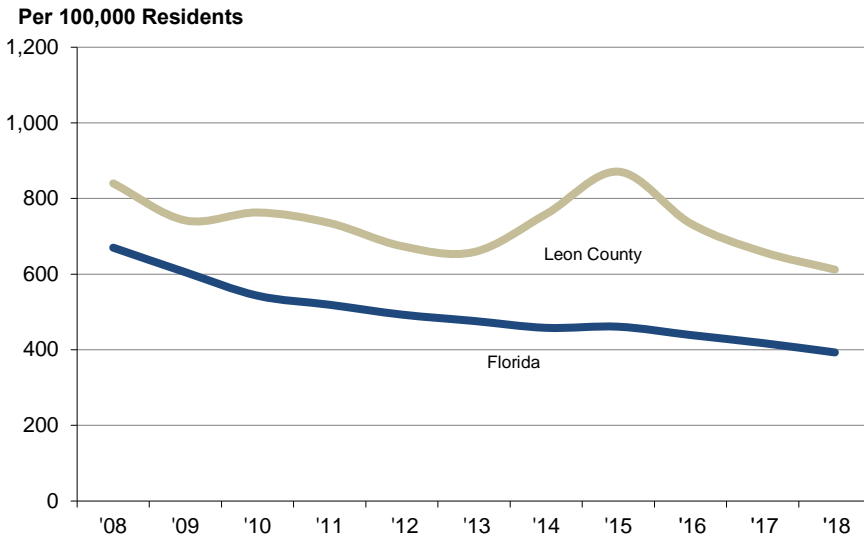
Source: Tallahassee-Leon County Office of Economic Vitality, 2018 Statistical Digest.

Over the past 10 years, the number of commercial permits and value of these permits have been volatile. The Spike in 2012 was followed by a significant reduction the following year. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. The value of permits issued in 2018 is 155% higher than in 2017 and 135% higher than in 2008. This is the first time the value of commercial permitting has reached \$254 million. The increase in value is largely attributable to the Washington Square Project, which accounts for 37% of total annual commercial permit value.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

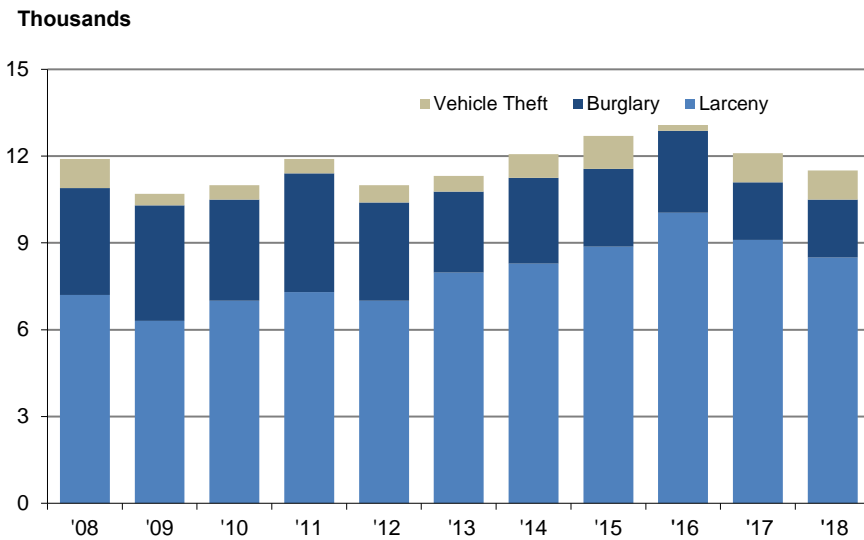
Violent Crime Rate



Source: Florida Statistical Analysis Center, FDLE

Violent Crime consists of murder, sex offenses, robbery and aggravated assault. The 2018 rates saw a 7.1% decrease from the 2017 index. The 2018 figure stands at 612.0 Violent Crimes per 100,000 residents. For comparison purposes, the state index of 393.0 saw a decrease of 5.91%. Leon County's rate has declined to the lowest rate recorded since 1993.

Crimes Against Property in Leon County



Source: Florida Department of Law Enforcement. Crime in Florida, Florida uniform crime report, 1995-2016. FDLE. Florida Statistical Analysis Center.

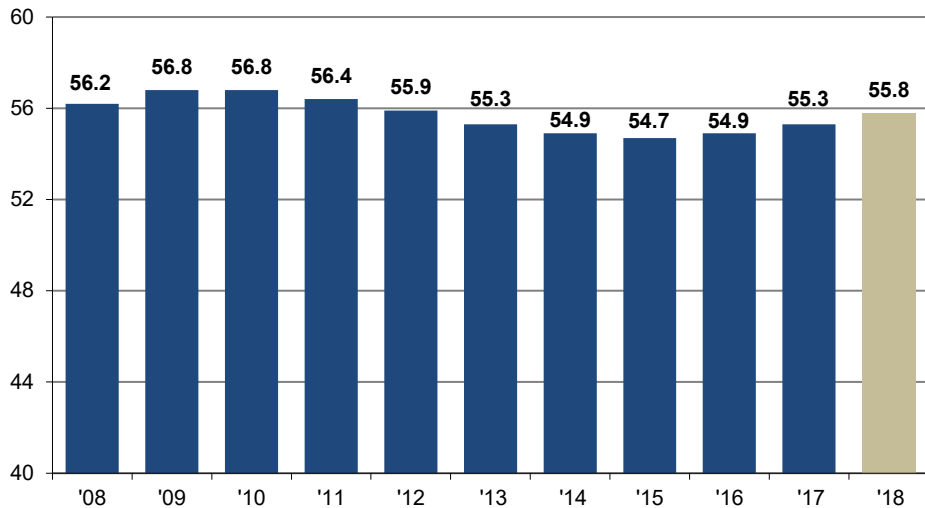
Generally, property crime in Leon County has fluctuated since 2006. Over a ten-year period, property crimes have average 11,788 per year. Leon County saw a 7.23% decrease in Property Crime Index between 2017 and 2018.

Leon County Fiscal Year 2020 **Adopted** Budget

Community Economic Profile

Homestead Parcels

Hundreds



Source: Property Appraiser, Official Tax Roll Certification, 2/14/19

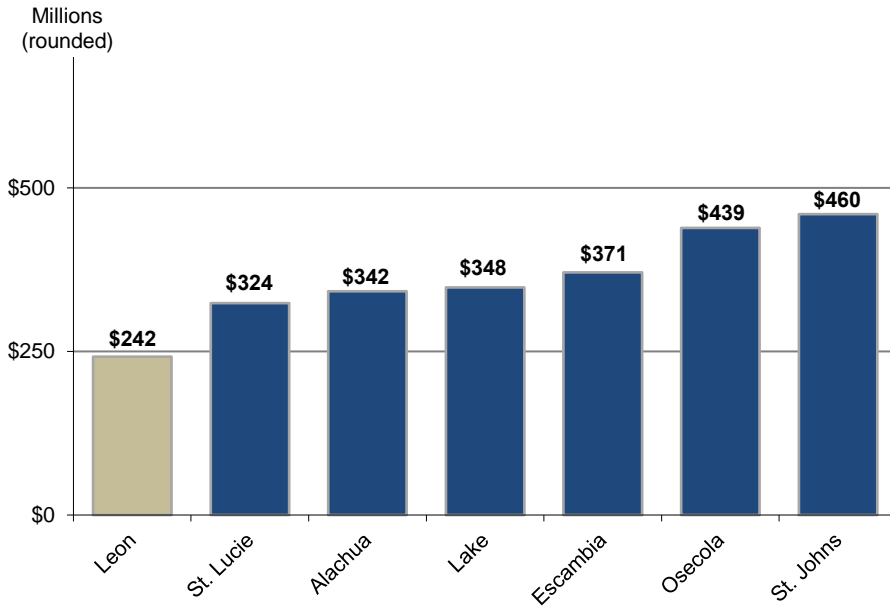
Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Beginning with the recession, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased but are still down 643 or 1.91% from pre-recession levels.

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

Total Net Budget (FY19)

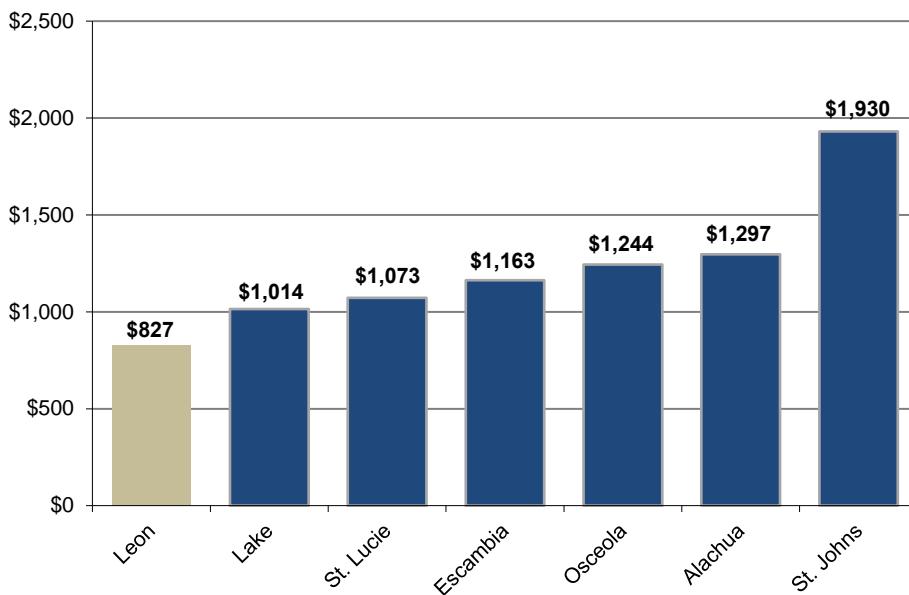


Leon County has the lowest operating budget among like-sized counties, with a net budget of \$242 million. St. Lucie County's net budget is 34% higher than Leon County's.

As recommended by the International City County Management Association (ICMA), total net budget excludes capital and county total budgeted reserves.

Source: FY19 Leon County Office of Management and Budget Survey

Net Budget per Countywide Resident (FY19)



Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 22% higher than Leon County's (Lake County). St. Johns County spends more than two times the amount per resident than Leon County does.

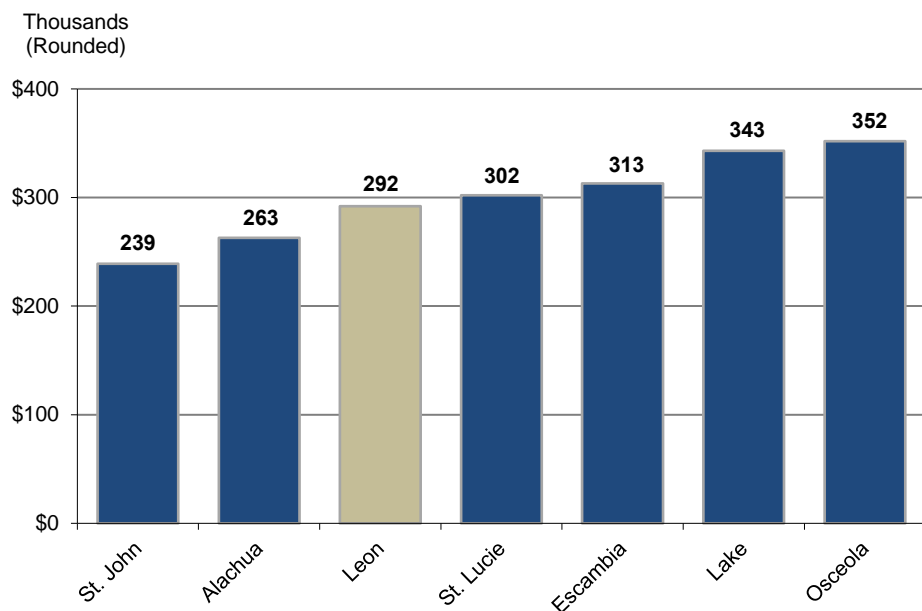
Source: Florida Office of Economic & Demographic Research, 4/22/2019 & FY19 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

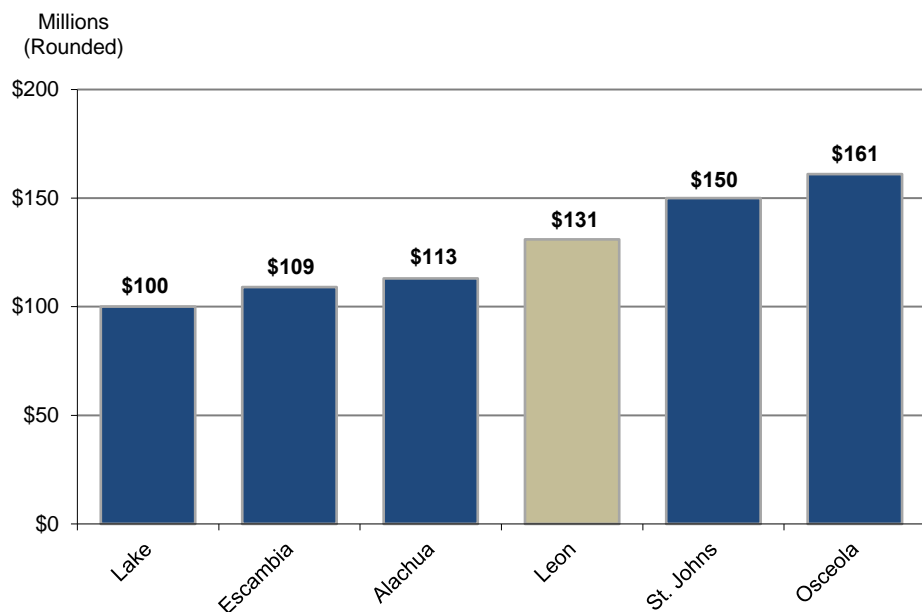
Countywide Population (2019)



Leon County Office of Economic Vitality estimated Leon County 2018 population at 292,332 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 4/22/2019

Anticipated Ad Valorem Tax Collections (FY19)



Among the like-sized counties, Leon County collects \$131 million in ad valorem taxes. Leon County collects \$4 million more than the mean collection (\$127 million). Due to the 2008 passage of property tax reform by referendum and enabling legislative actions, ad valorem tax collections rates were significantly impacted in all counties. In addition, decreased property valuations associated with the recession and a repressed housing market will further affect collections in the near term. Ad valorem taxes account for 50% of the County's operating revenue.

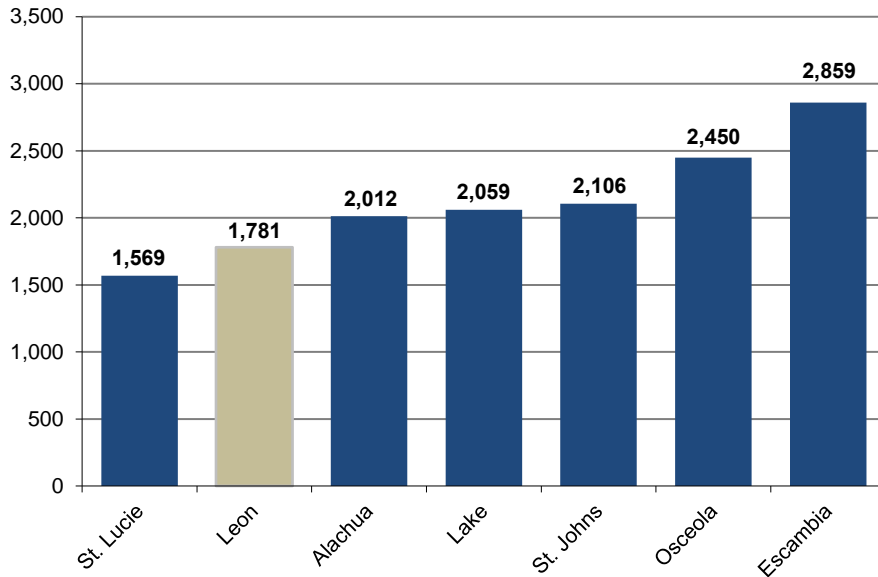
Source: Florida Department of Revenue 2018 Taxable Value by County

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

Total Number of County Employees (FY19)

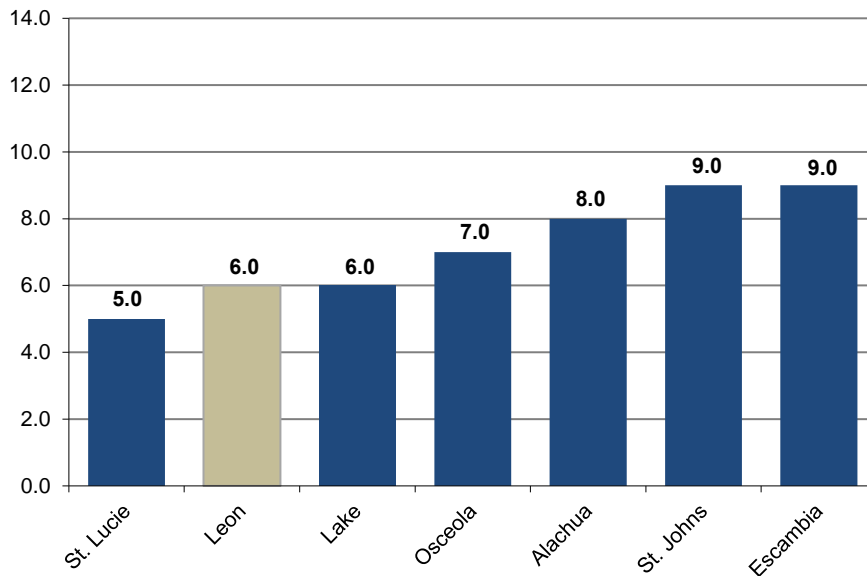


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All the comparable counties surveyed reported a higher number of employees than reported in FY18.

Source: FY19 Leon County Office of Management and Budget Survey

County Employees per 1,000 Residents (FY18)



Leon County ranks second (tied with Lake County), with a ratio of 6 employees for every thousand County residents.

Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019 & FY19 Leon County Office of Management and Budget Survey

* Comparative Counties updated based on 2018 population estimates.
Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019.

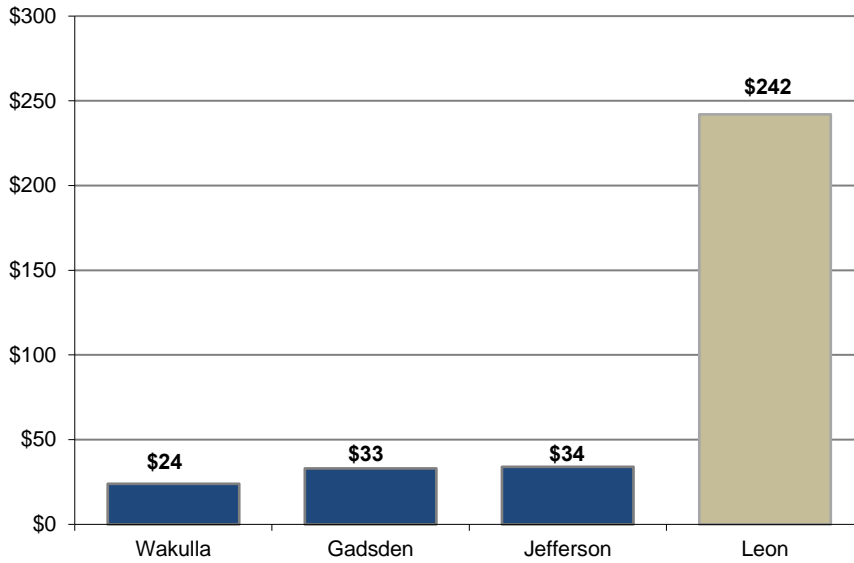
Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Total Net Budget (FY19)

Millions

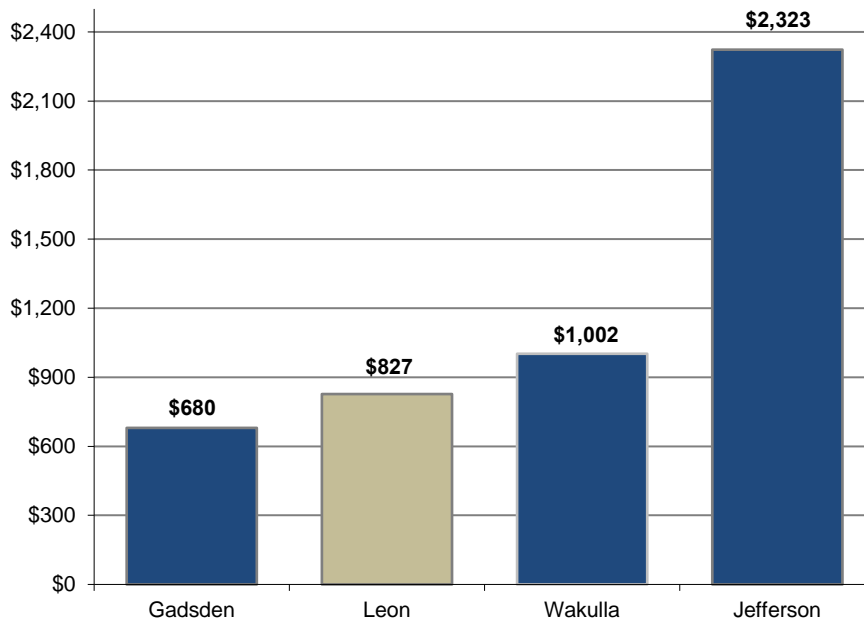


Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$242 million. Jefferson County ranks lowest with a net budget of \$34 million.

As recommended by the International City County Management Association (ICMA), total net budget excludes capital and county total budgeted reserves.

Source: FY19 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY19)



Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 18% less per county resident.

Source: University of Florida: Bureau of Economic and Business Research, 1/4/2019 & FY19 Leon County Office of Management and Budget Survey

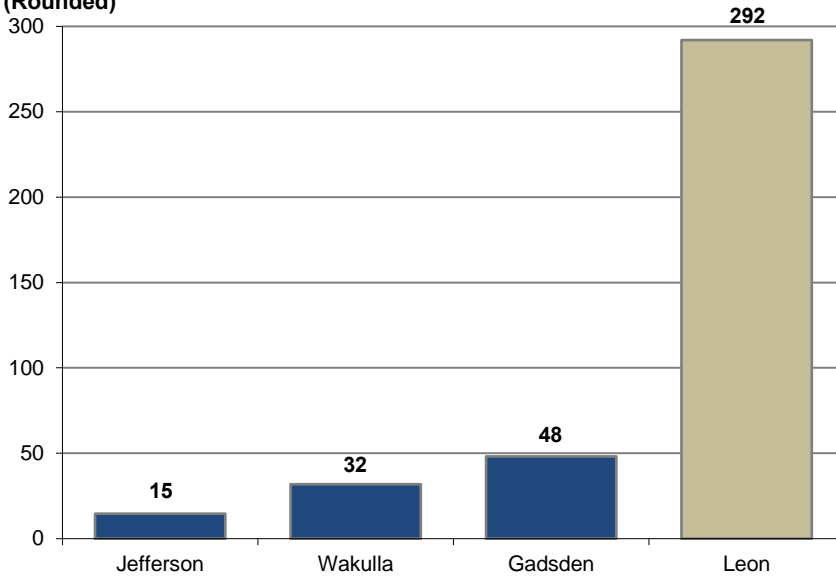
Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Countywide Population (2018)

Thousands
(Rounded)

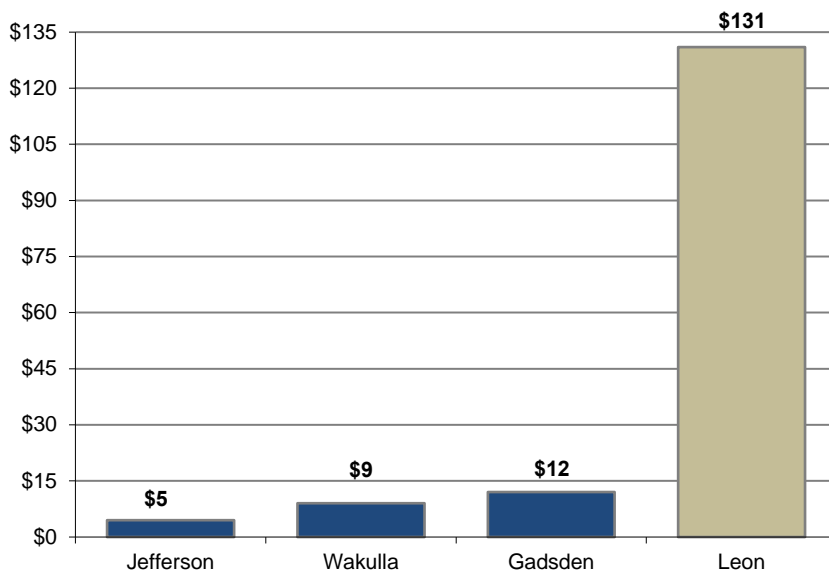


The University of Florida Bureau of Economic and Business Research estimated the 2018 Leon County population at 292,322. Leon County has approximately 244,500 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Leon has the highest projected population growth rate since the 2010 census at 6.11% compared to Gadsden (3.10%), Wakulla (3.79%), and Jefferson (-.19%).

Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019

Anticipated Ad Valorem Tax Collections (FY18)

Millions



Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

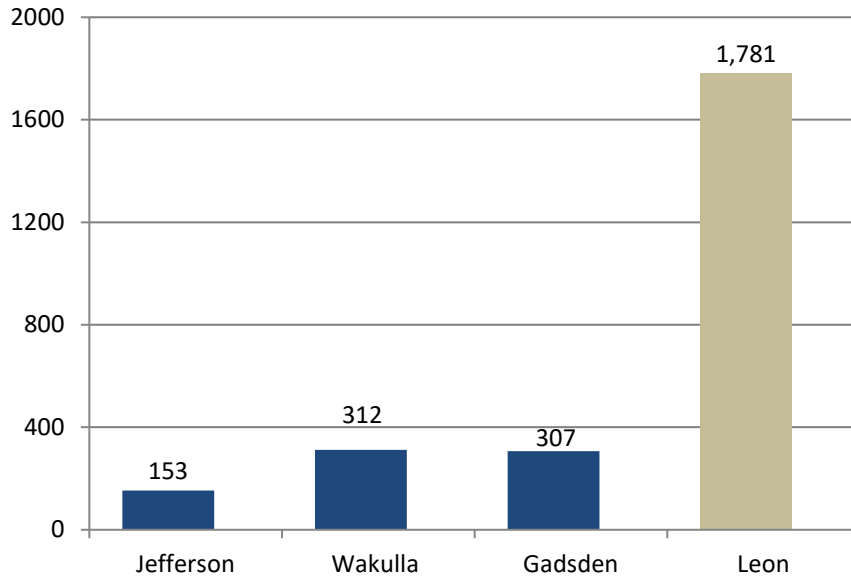
Source: Florida Department of Revenue 2018 Taxable Value by County

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

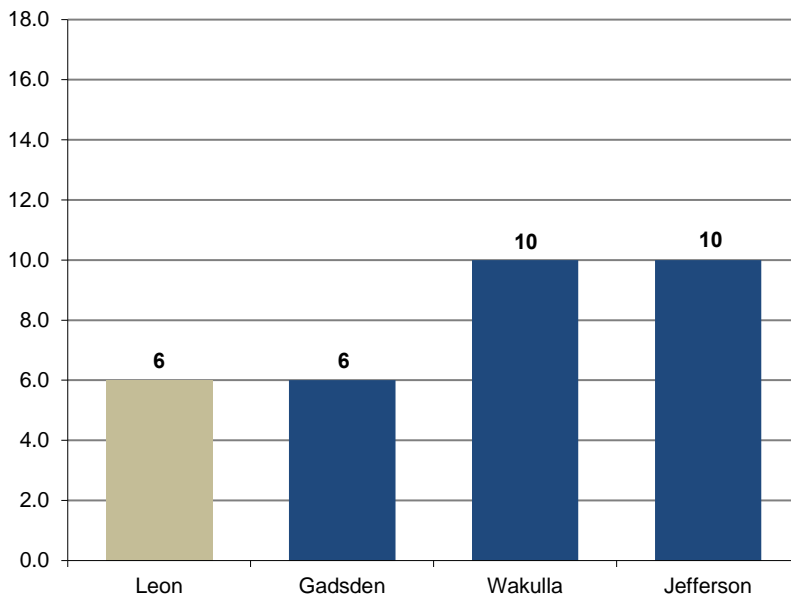
Total Number of County Employees (FY19)



County employees consist of Board, Constitutional, and Judicial Offices. Leon County has the highest number of county employees.

Source: FY19 Leon County Office of Management and Budget Survey

Total County Employees per 1,000 Residents (FY19)



Leon County has a ratio of 6 employees for every thousand county residents. When compared to surrounding counties, Leon County ranks the lowest.

Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019 & FY19 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – All Counties

Net Budget per Countywide Resident

| County | Net Budget Per Capita | Staff Per 1,000 |
|--------------------|-----------------------|-----------------|
| Dixie County | \$139 | 1.2 |
| Union County | \$142 | 0.9 |
| Columbia County | \$494 | 8.3 |
| Gadsden County | \$680 | 6.4 |
| Seminole County | \$700 | 3.4 |
| Liberty County | \$762 | 5.2 |
| Marion County | \$776 | 7.4 |
| Pasco County | \$793 | 5.1 |
| Leon County | \$827 | 6.1 |
| Holmes County | \$838 | 8.7 |
| Clay County | \$924 | 6.9 |
| Calhoun County | \$938 | 8.3 |
| Wakulla County | \$979 | 9.8 |
| Citrus County | \$996 | 7.7 |
| Volusia County | \$1,012 | 6.4 |
| Lake County | \$1,014 | 6.0 |
| Brevard County | \$1,021 | 6.5 |
| Lee County | \$1,061 | 7.1 |
| Saint Lucie County | \$1,073 | 5.2 |
| Polk County | \$1,076 | 6.5 |
| Washington County | \$1,096 | 8.0 |
| Putnam County | \$1,110 | 4.0 |
| Sumter County | \$1,118 | 5.5 |
| Escambia County | \$1,163 | 9.0 |
| Highlands County | \$1,175 | 8.9 |
| Pinellas County | \$1,175 | 5.5 |
| Jackson County | \$1,229 | 7.6 |
| Osceola County | \$1,244 | 6.9 |
| Baker County | \$1,259 | 2.5 |
| Madison County | \$1,276 | 9.3 |
| Hernando County | \$1,278 | 8.1 |
| Alachua County | \$1,297 | 7.6 |
| Orange County | \$1,330 | 7.9 |
| Okaloosa County | \$1,368 | 4.3 |

| County | Net Budget Per Capita | Staff Per 1,000 |
|---------------------|-----------------------|-----------------|
| Hardee County | \$1,370 | 7.4 |
| Nassau County | \$1,373 | 9.4 |
| Hendry County | \$1,398 | 9.8 |
| Sarasota County | \$1,404 | 5.0 |
| Suwannee County | \$1,461 | 10.0 |
| Taylor County | \$1,501 | 9.0 |
| Levy County | \$1,547 | 4.8 |
| Flagler County | \$1,593 | 10.9 |
| Hillsborough County | \$1,600 | 7.1 |
| Bradford County | \$1,617 | 3.7 |
| Glades County | \$1,631 | 17.7 |
| Lafayette County | \$1,637 | 9.3 |
| Okeechobee County | \$1,640 | 10.2 |
| Bay County | \$1,659 | 8.0 |
| Palm Beach County | \$1,679 | 8.0 |
| Duval County | \$1,846 | 8.0 |
| Indian River County | \$1,856 | 9.6 |
| Charlotte County | \$1,870 | 12.0 |
| Miami-Dade County | \$1,891 | 9.9 |
| St. Johns County | \$1,930 | 8.9 |
| Manatee County | \$1,953 | 8.9 |
| Broward County | \$1,995 | 6.5 |
| Martin County | \$2,039 | 11.1 |
| DeSoto County | \$2,117 | 9.0 |
| Gilchrist County | \$2,132 | 11.1 |
| Walton County | \$2,296 | 15.3 |
| Jefferson County | \$2,323 | 10.4 |
| Gulf County | \$2,325 | 34.3 |
| Santa Rosa County | \$2,585 | 16.9 |
| Franklin County | \$2,689 | 14.4 |
| Collier County | \$2,692 | 10.2 |
| Hamilton County | \$2,898 | 10.7 |
| Monroe County | \$4,112 | 18.0 |

Notes:

1. Population data source: University of Florida, Bureau of Economic and Business Research, 1/4/2019

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Budget – All Counties

Percent of Exempt Property

| County | %Exempt | Net Budget Per Capita | Staff Per 1,000 |
|---------------------|---------|-----------------------|-----------------|
| Walton County | 10% | \$2,296 | 15.3 |
| Collier County | 10% | \$2,692 | 10.2 |
| Palm Beach County | 15% | \$1,679 | 8.0 |
| Manatee County | 15% | \$1,953 | 8.9 |
| Martin County | 15% | \$2,039 | 11.1 |
| Lee County | 16% | \$1,061 | 7.1 |
| Miami-Dade County | 17% | \$1,891 | 9.9 |
| Sarasota County | 17% | \$1,404 | 5.0 |
| Indian River County | 18% | \$1,856 | 9.6 |
| St. Johns County | 18% | \$1,930 | 8.9 |
| Seminole County | 18% | \$700 | 3.4 |
| Monroe County | 18% | \$4,112 | 18.0 |
| Broward County | 19% | \$1,995 | 6.5 |
| Sumter County | 20% | \$1,118 | 5.5 |
| Nassau County | 20% | \$1,373 | 9.4 |
| Orange County | 21% | \$1,330 | 7.9 |
| Charlotte County | 21% | \$1,870 | 12.0 |
| Pinellas County | 21% | \$1,175 | 5.5 |
| Okaloosa County | 21% | \$1,368 | 4.3 |
| Hardee County | 22% | \$1,370 | 7.4 |
| Osceola County | 22% | \$1,244 | 6.9 |
| Hamilton County | 22% | \$2,898 | 10.7 |
| Hillsborough County | 23% | \$1,600 | 7.1 |
| Bay County | 23% | \$1,659 | 8.0 |
| Polk County | 24% | \$1,076 | 6.5 |
| Flagler County | 24% | \$1,593 | 10.9 |
| Suwannee County | 25% | \$1,461 | 10.0 |
| Taylor County | 25% | \$1,501 | 9.0 |
| DeSoto County | 25% | \$2,117 | 9.0 |
| Saint Lucie County | 25% | \$2,508 | 5.2 |
| Lake County | 25% | \$1,014 | 6.0 |
| Volusia County | 26% | \$1,012 | 6.4 |
| Okeechobee County | 26% | \$1,640 | 10.2 |
| Pasco County | 26% | \$793 | 5.1 |

| County | %Exempt | Net Budget Per Capita | Staff Per 1,000 |
|--------------------|------------|-----------------------|-----------------|
| Citrus County | 27% | \$996 | 7.7 |
| Franklin County | 27% | \$2,689 | 14.4 |
| Marion County | 28% | \$776 | 7.4 |
| Gilchrist County | 29% | \$2,132 | 11.1 |
| Putnam County | 29% | \$1,110 | 4.0 |
| Clay County | 29% | \$924 | 6.9 |
| Santa Rosa County | 29% | \$2,585 | 16.9 |
| Madison County | 30% | \$1,276 | 9.3 |
| Duval County | 30% | \$1,846 | 8.0 |
| Gulf County | 30% | \$2,325 | 34.3 |
| Escambia County | 30% | \$1,163 | 9.0 |
| Highlands County | 30% | \$1,175 | 8.9 |
| Washington County | 31% | \$1,096 | 8.0 |
| Bradford County | 31% | \$1,617 | 3.7 |
| Levy County | 31% | \$1,547 | 4.8 |
| Calhoun County | 32% | \$938 | 8.3 |
| Hernando County | 33% | \$1,278 | 8.1 |
| Columbia County | 34% | \$494 | 8.3 |
| Brevard County | 35% | \$1,021 | 6.5 |
| Jefferson County | 35% | \$2,323 | 10.4 |
| Leon County | 36% | \$827 | 6.1 |
| Dixie County | 38% | \$139 | 1.2 |
| Wakulla County | 38% | \$979 | 9.8 |
| Jackson County | 38% | \$1,229 | 7.6 |
| Gadsden County | 40% | \$680 | 6.4 |
| Lafayette County | 40% | \$1,637 | 9.3 |
| Baker County | 41% | \$1,259 | 2.5 |
| Hendry County | 41% | \$1,398 | 9.8 |
| Holmes County | 42% | \$838 | 8.7 |
| Alachua County | 44% | \$1,297 | 7.6 |
| Union County | 50% | \$142 | 0.9 |
| Glades County | 59% | \$1,631 | 17.7 |
| Liberty County | 62% | \$762 | 5.2 |

Note:

The following counties were non-responsive to survey requests: Baker, Bradford, Dixie, Duval, Gulf, Levy, Liberty, & Union. Budget Information was retrieved from their respective FY 2019 budget documents.

Leon County Fiscal Year 2020 **Adopted** Budget

Comparative Data – All Counties

Total County Employees per 1,000 Residents

| County | Staff Per 1,000 | # of Employees | Population |
|---------------------|--------------------|-------------------|----------------|
| Union County | 0.9 | 14 | 15,867 |
| Dixie County | 1.2 | 19 | 16,489 |
| Baker County | 2.5 | 69 | 27,652 |
| Seminole County | 3.4 | 1,569 | 463,560 |
| Bradford County | 3.7 | 104 | 28,057 |
| Putnam County | 4.0 | 292 | 72,981 |
| Okaloosa County | 4.3 | 860 | 198,152 |
| Levy County | 4.8 | 196 | 41,054 |
| Sarasota County | 5.0 | 2,106 | 417,442 |
| Pasco County | 5.1 | 2,628 | 515,077 |
| Liberty County | 5.2 | 46 | 8,915 |
| Saint Lucie County | 5.2 | 1,569 | 302,432 |
| Pinellas County | 5.5 | 5,356 | 970,532 |
| Sumter County | 5.5 | 693 | 124,935 |
| Lake County | 6.0 | 2,059 | 342,917 |
| Leon County | 6.1 | 1,781 | 292,332 |
| Volusia County | 6.4 | 3,386 | 531,062 |
| Gadsden County | 6.4 | 307 | 47,828 |
| Broward County | 6.5 | 12,264 | 1,897,976 |
| Polk County | 6.5 | 4,392 | 673,028 |
| Brevard County | 6.5 | 3,809 | 583,563 |
| Clay County | 6.9 | 1,460 | 212,034 |
| Osceola County | 6.9 | 2,450 | 352,496 |
| Hillsborough County | 7.1 | 9,940 | 1,408,864 |
| Lee County | 7.1 | 5,102 | 713,903 |
| Hardee County | 7.4 | 202 | 27,296 |
| Marion County | 7.4 | 2,619 | 353,898 |
| Jackson County | 7.6 | 384 | 50,435 |
| Alachua County | 7.6 | 2,012 | 263,291 |
| Citrus County | 7.7 | 1,121 | 145,721 |
| Orange County | 7.9 | 10,652 | 1,349,597 |
| Duval County | 8.0 | 7,592 | 952,861 |
| Washington County | 8.0 | 201 | 25,129 |
| Palm Beach County | 8.0 | 11,484 | 1,433,417 |

| County | Staff Per 1,000 | # of Employees | Population |
|---------------------|--------------------|-------------------|------------|
| Bay County | 8.0 | 1,452 | 181,199 |
| Hernando County | 8.1 | 1,507 | 185,604 |
| Calhoun County | 8.3 | 125 | 15,093 |
| Columbia County | 8.3 | 582 | 69,721 |
| Holmes County | 8.7 | 175 | 20,133 |
| Highlands County | 8.9 | 909 | 102,525 |
| St. Johns County | 8.9 | 2,122 | 238,742 |
| Manatee County | 8.9 | 3,377 | 377,826 |
| Escambia County | 9.0 | 2,859 | 318,560 |
| Taylor County | 9.0 | 200 | 22,283 |
| DeSoto County | 9.0 | 320 | 35,520 |
| Lafayette County | 9.3 | 79 | 8,501 |
| Madison County | 9.3 | 182 | 19,473 |
| Nassau County | 9.4 | 775 | 82,748 |
| Indian River County | 9.6 | 1,463 | 151,825 |
| Wakulla County | 9.8 | 312 | 31,943 |
| Hendry County | 9.8 | 388 | 39,586 |
| Miami-Dade County | 9.9 | 27,593 | 2,779,322 |
| Suwannee County | 10.0 | 450 | 44,879 |
| Collier County | 10.2 | 3,738 | 367,347 |
| Okeechobee County | 10.2 | 420 | 41,120 |
| Jefferson County | 10.4 | 153 | 14,733 |
| Hamilton County | 10.7 | 157 | 14,621 |
| Flagler County | 10.9 | 1,177 | 107,511 |
| Gilchrist County | 11.1 | 193 | 17,424 |
| Martin County | 11.1 | 1,728 | 155,556 |
| Charlotte County | 12.0 | 2,128 | 177,987 |
| Franklin County | 14.4 | 174 | 12,009 |
| Walton County | 15.3 | 1,033 | 67,656 |
| Santa Rosa County | 16.9 | 2,955 | 174,887 |
| Glades County | 17.7 | 230 | 13,002 |
| Monroe County | 18.0 | 1,328 | 73,940 |
| Gulf County | 34.3 | 566 | 16,499 |

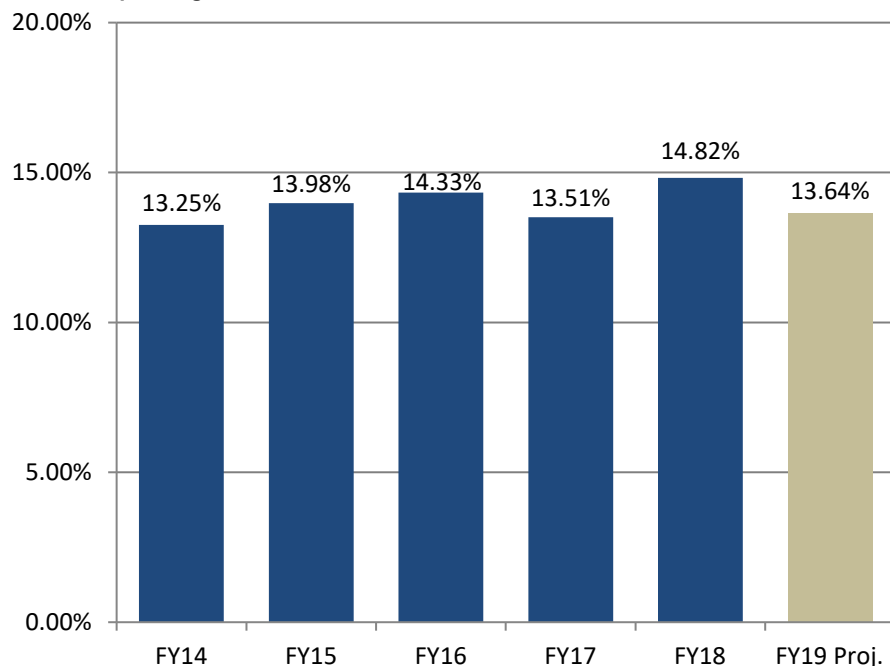
Note: The following counties were non-responsive to survey requests: Baker, Bradford, Dixie, Duval, Gulf, Levy, Liberty, & Union. Budget Information was retrieved from their respective FY 2019 budget documents

Leon County Fiscal Year 2020 **Adopted** Budget

Financial Indicators

Intergovernmental Revenue

Percent of Operating Revenue



Analysis: The monitoring of intergovernmental revenue is important due to the volatility of this funding source. Dependence on intergovernmental revenue can be harmful; especially, if the external source withdraws the funds entirely and/or reduces its share of costs. Leon County continues to work to reduce dependency on intergovernmental revenues in comparison to total operating revenues.

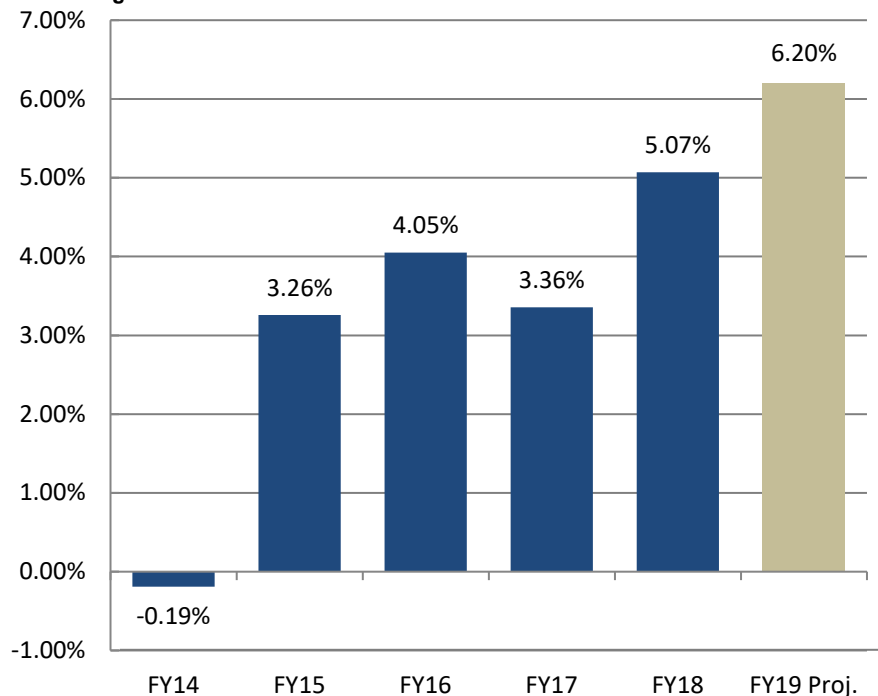
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Intergovernmental revenue is expected to account for 13.64% of operating revenues, a relatively consistent amount for the fifth consecutive fiscal year.

Formula: Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2018 Budget Summary

Property Tax Revenue

Rate of Change



Analysis: In the past ten years, Leon County has become more reliant on property tax revenue, primarily due to efforts to reduce dependence on intergovernmental revenue.

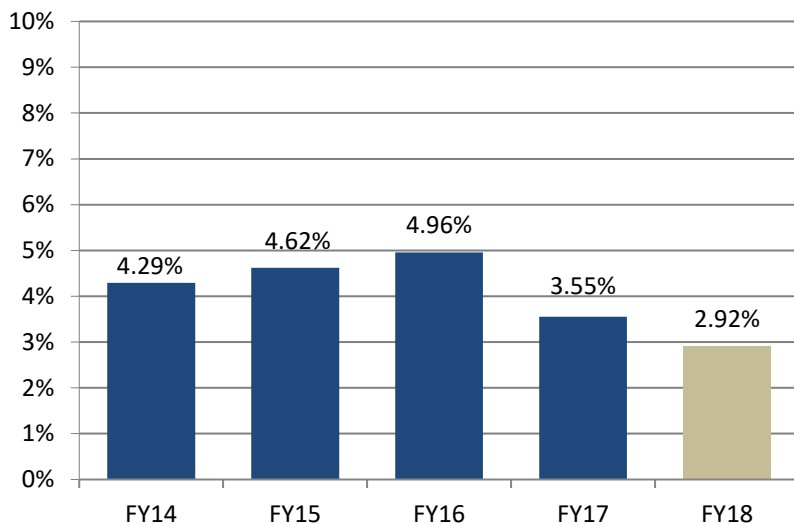
The Board maintained the 8.3144 millage rate through FY19. However, property tax revenue increased by 6.2% or \$6.3 million in FY19 due to an increase in property values.

Formula: Current Year minus Prior Year divided by Prior Year.

Source: 2018 Certification of Final Taxable Value and Statistical Digest.

Leon County Fiscal Year 2020 **Adopted** Budget

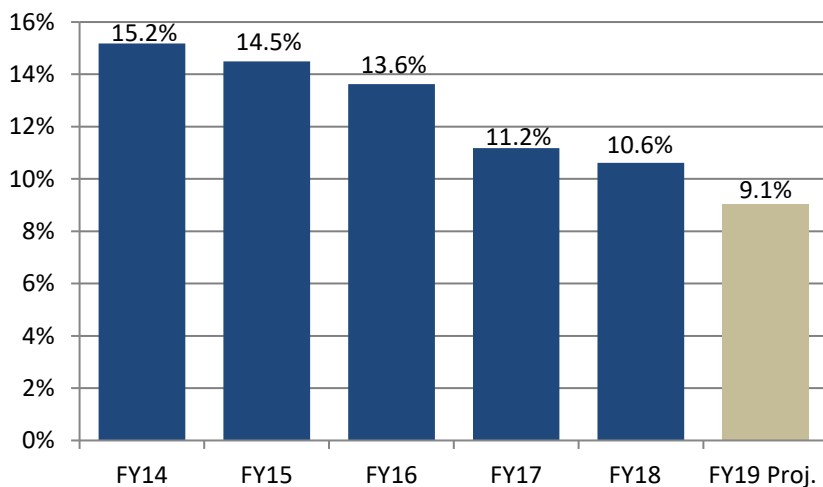
Financial Indicators

Revenue Projections**Budgeted v. Actual Revenues**

Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

Formula: Actual General Fund, Special Funds and Enterprise Fund Revenue minus Budgeted General Fund, Special Funds and Enterprise Fund Revenue divided by Budgeted Revenues.

Source: FY 2018 Revenue Summary Report and FY 2018 Budget Summary.

Capital Outlay**Percentage of Total Expenditures**

Analysis: The purpose of capital outlay in the budget is to replace equipment or to add new equipment and infrastructure. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment and infrastructure is being replaced or added.

The decline from FY 2014 until today is associated with the capital budget focusing on the maintenance of infrastructure rather than new capital infrastructure coming out of the recession.

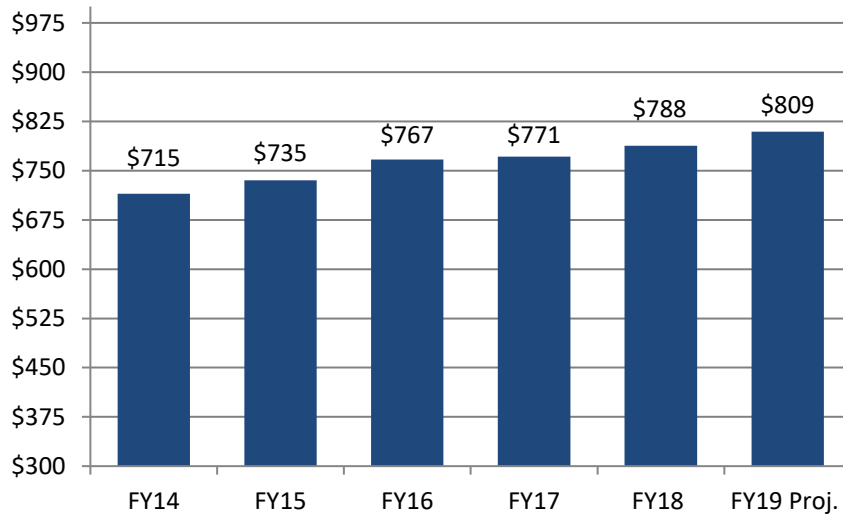
The FY19 projection is based upon what has been budgeted for the current fiscal year and does not include carry forward projects from the previous fiscal year.

Formula: Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2018 Expenditure Summary Report and FY 2018 Budget Summary.

Leon County Fiscal Year 2020 **Adopted** Budget

Financial Indicators

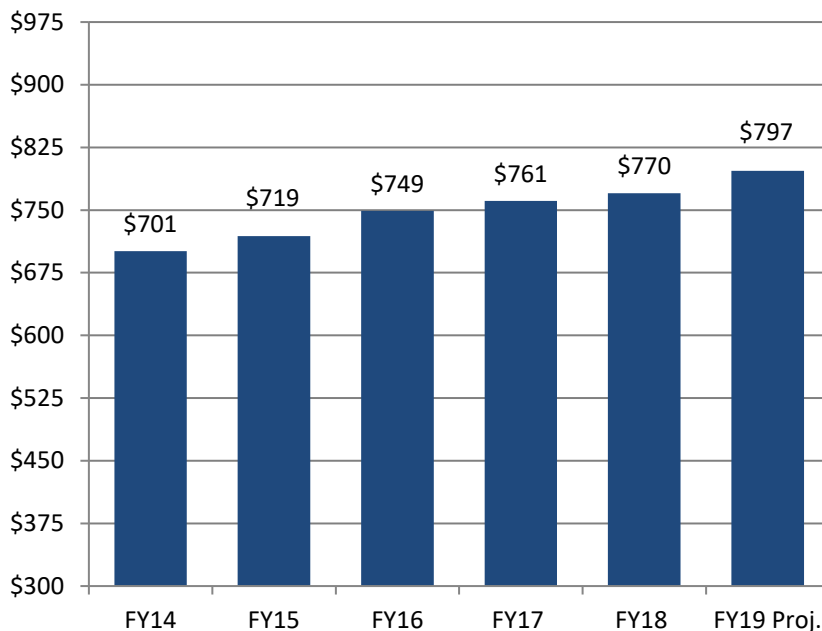
Revenue Per Capita

Analysis: Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing level of services unless new revenue sources are found or there is a decrease in operating expenses.

As Leon County's population grows, so too does the revenue, evidenced by a relatively consistent revenue per capita amount from FY14 to projections for FY19.

Formula: General Fund, Special Revenue Funds, and Enterprise Fund Revenues Divided by Population.

Source: FY 2019 Revenue Summary Report and the FY 2019 Budget Summary.

Expenditures Per Capita

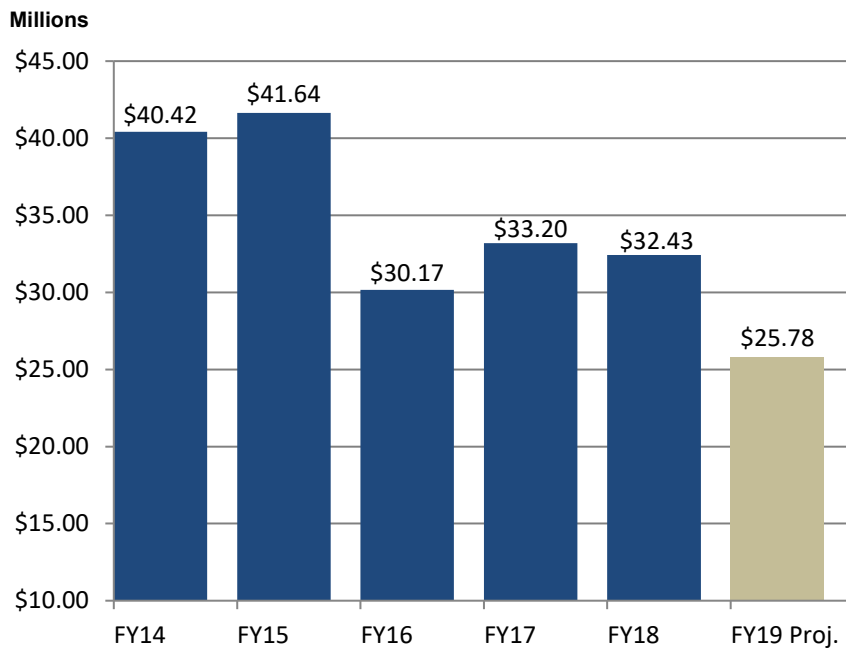
Analysis: Changes in per capita expenditures reflect changes in expenditures relative to changes in population.

Formula: Actual General Fund, Special Funds, Enterprise Fund and Debt Service divided by population.

Source: FY 2019 Expenditure Summary Report, the 2019 Statistical Digest, FY 2019 TRIM Ad and the FY 2019 Budget Summary.

Leon County Fiscal Year 2020 **Adopted** Budget

Financial Indicators

General/Fine & Forfeiture Fund Balance

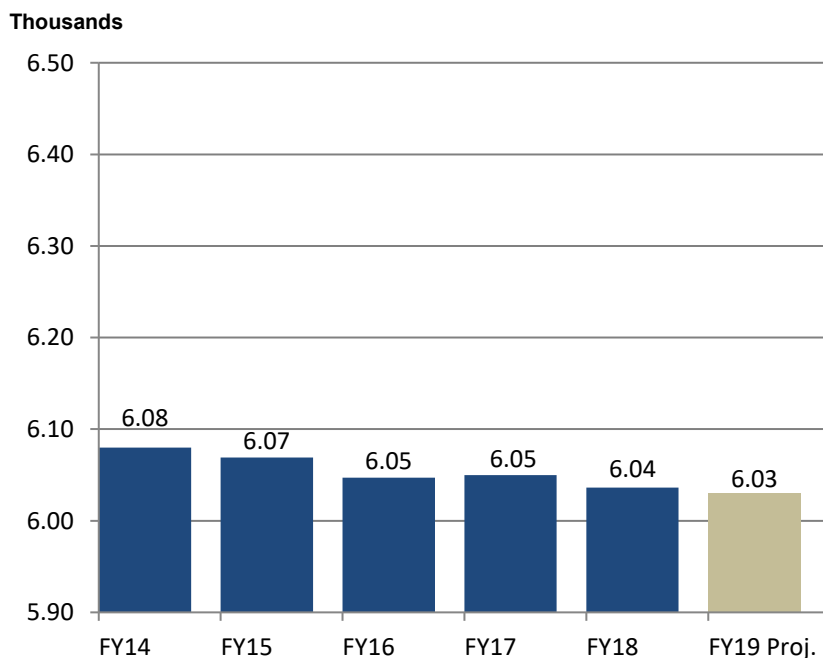
Analysis: Positive fund balances can be thought of as reserves, although the “fund balance” entries on the annual report will not always be synonymous with the funds “available for appropriation.” The County’s reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. FY15 increase is attributable to higher than anticipated property values and return on excess fees. FY16 decrease reflects a \$9.6 million fund balance sweep to fund capital projects. The FY19 decrease is due to using available fund balance to pay for the \$22 million in recovery costs associated with Hurricane Michael expense which will be reimbursed by FEMA. The projection includes an estimated \$17 million in reimbursement or obligation by the end of the fiscal year with the remaining \$5 million anticipate in FY20.

Formula: Prior year fund balance plus actual revenues minus actual expenditures.

Source: Summary of Fund Balance and Retained Earnings, FY18 Annual Performance & Financial Report.

Employees Per Capita

Employees per 1,000 Leon County Residents



Analysis: Personnel costs are a major portion of an operating budget; for that reason, plotting changes in the number of employees per capita effectively measures changes in expenditures. Overall, the County is controlling the cost associated with this financial indicator. Note that the number of employees includes Constitutional Officers. In comparison to other like-sized counties, Leon County, along with Lake County, ranks second lowest in number of employees per capita behind St. Lucie County.

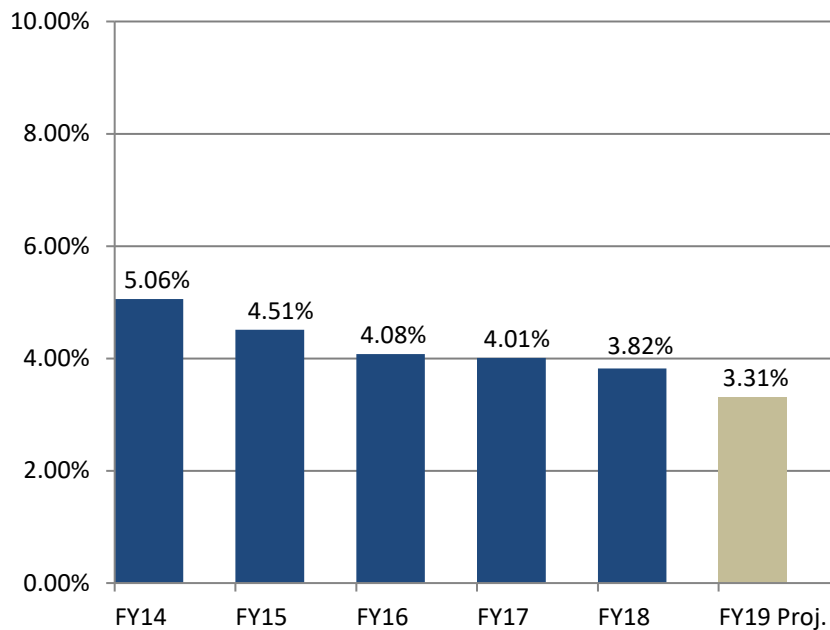
Leon County’s population has continued to grow at a rate faster than that of County employees, hence the further decrease in employees per capita through 2017. FY18 has a slight due to additional 20 positions added. FY19 projects a continued decrease based on estimated population increase of 1%.

Formula: Number of Full-Time Employees Divided by Population multiplied by 1,000.

Source: FY18-19 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Leon County Fiscal Year 2020 **Adopted** Budget

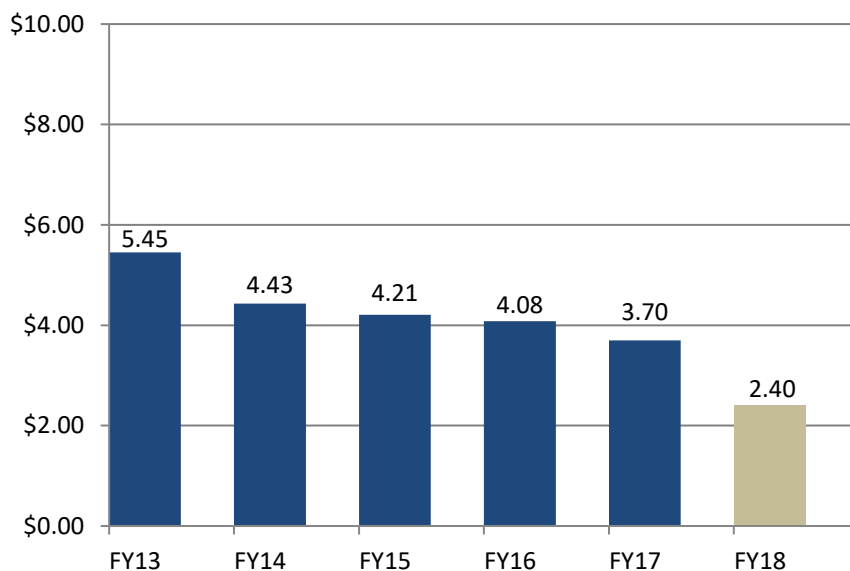
Financial Indicators

Debt Service**Percentage of Total Operating Expenditures**

Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon County's debt service has trended downward over the past five years. By capitalizing on the availability of low interest rates and renegotiating long-term debt, Leon County's debt service is projected to continue to decrease.

Formula: Debt Service divided by Total Operating Expenditures.

Source: FY 2018 Expenditure Summary and the FY 2018 Budget Summary.

Liquidity**Ratio of Current Assets to Current Liabilities**

Analysis: The current ratio is a liquidity indicator that measures a government's short-run financial condition by examining the ratio of cash and short-term assets against current liabilities. This ratio shows whether a government can pay its short-term debt obligations.

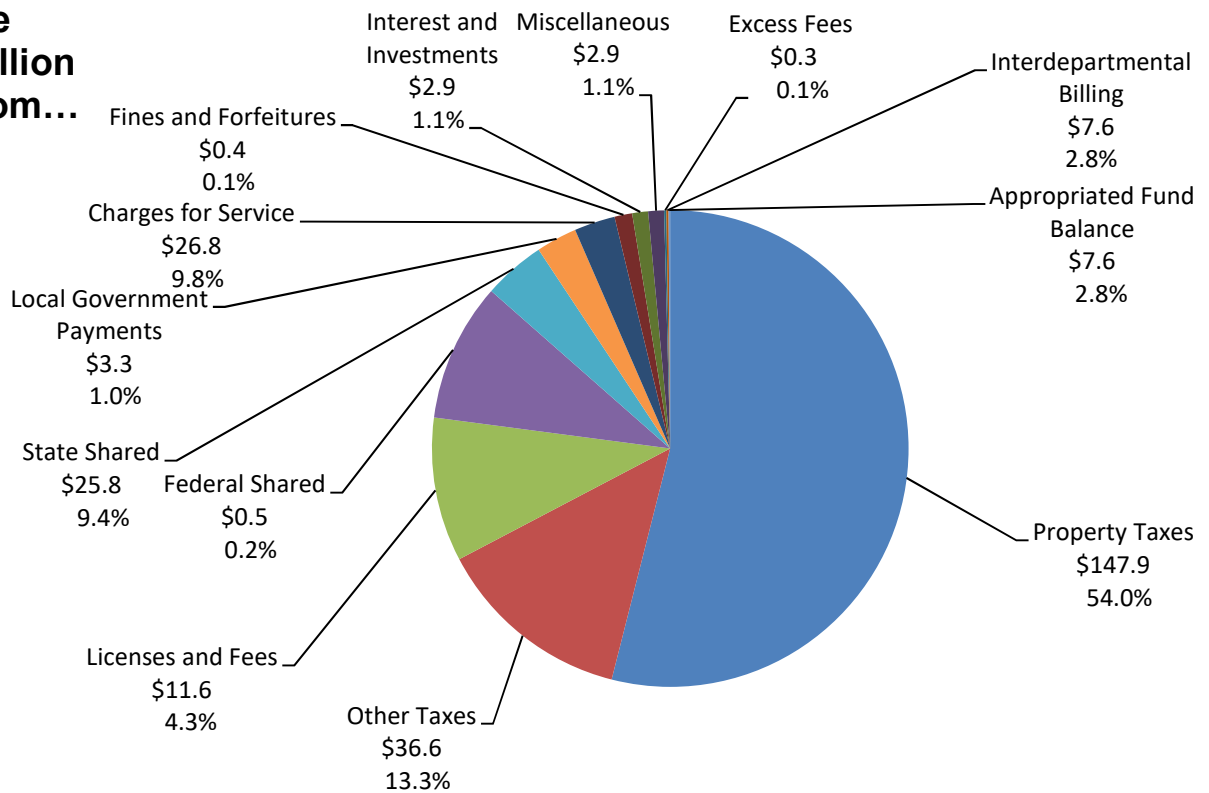
The International City / County Management Association (ICMA) states ratios that fall below 1:1 for more than three consecutive years is a decidedly negative indicator. The ICMA further recommends keeping this ratio above 1:1. Leon County continues to maintain a liquidity ratio above this level. The decline in the level in FY18 is due to cash outlay for two successive Hurricanes, Hermine and Irma, and the lag in reimbursement of cash for storm recovery costs from FEMA.

Formula: Cash and short-term investments divided by Current Liabilities

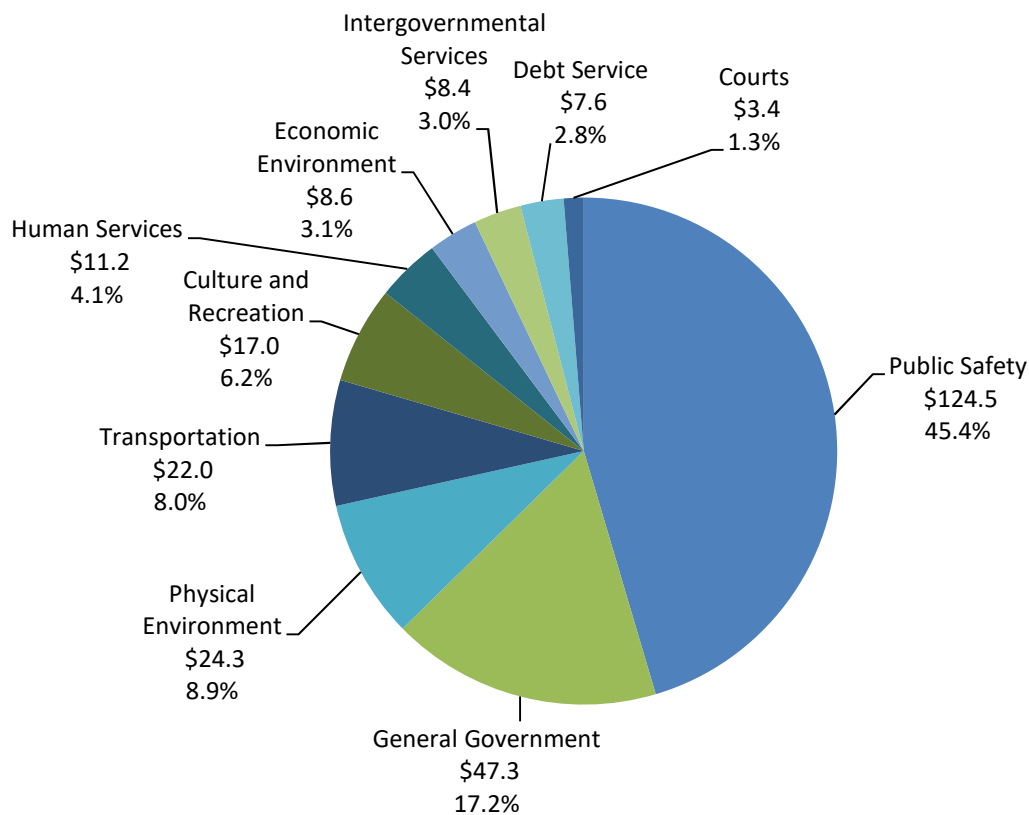
Source: FY 2019 Comprehensive Annual Financial Report

Leon County Fiscal Year 2020 Adopted Budget
Expenditure & Revenue Illustrations

Where the \$274.2 million comes from...



Where the \$274.2 million goes...



Leon County Fiscal Year 2020 **Adopted** Budget

Total Revenue By Source

| | FY 2018 Actual | % | FY 2019 Adopted | % | FY 2020 Budget | % |
|---------------------------------------|--------------------|--------------|--------------------|--------------|--------------------|--------------|
| Property Taxes | | | | | | |
| Ad Valorem - General Fund | 49,005,574 | | 52,212,746 | | 55,153,408 | |
| Ad Valorem - Fine/Forfeiture Fund | 76,009,969 | | 79,060,174 | | 84,065,518 | |
| MSTU Ad Valorem | 7,518,062 | | 7,894,311 | | 8,372,157 | |
| Delinquent Taxes | 248,839 | | 315,150 | | 317,050 | |
| Subtotal | 132,782,444 | 52.6% | 139,482,381 | 52.9% | 147,908,133 | 53.9% |
| Other Taxes | | | | | | |
| Local Option Tourist Development Tax | 5,879,582 | | 5,748,892 | | 5,898,980 | |
| Local Option Gas Tax | 8,250,062 | | 8,216,930 | | 8,392,680 | |
| Sales Tax Extension | 4,292,858 | | 4,325,350 | | 5,217,780 | |
| Franchise Fee | 223,802 | | 343,101 | | 226,261 | |
| Public Service Taxes | 8,473,618 | | 9,077,474 | | 9,157,439 | |
| Local Communication Services Tax | 3,076,592 | | 3,268,000 | | 2,806,300 | |
| Non Ad Valorem Assessments | 4,837,732 | | 4,864,784 | | 4,946,266 | |
| Delinquent Assessments | 36,353 | | 0 | | 0 | |
| Subtotal | 35,070,599 | 13.9% | 35,844,531 | 13.6% | 36,645,706 | 13.3% |
| Licenses and Fees | | | | | | |
| Building Permits | 1,765,710 | | 1,842,050 | | 1,930,400 | |
| Fire Services Fees | 8,217,244 | | 7,671,611 | | 7,976,173 | |
| Growth Fees | 1,294,377 | | 1,550,685 | | 1,675,230 | |
| Subtotal | 11,277,332 | 4.5% | 11,064,346 | 4.2% | 11,581,803 | 4.3% |
| Federal Shared | | | | | | |
| Federal Grants | 776,590 | | 69,144 | | 154,299 | |
| Federal Payments in Lieu of Taxes | 321,291 | | 242,532 | | 300,485 | |
| Subtotal | 1,097,881 | 0.4% | 311,676 | 0.1% | 454,784 | 0.2% |
| State Shared | | | | | | |
| State Grants | 3,647,868 | | 572,458 | | 462,004 | |
| State Revenue Sharing | 5,787,966 | | 5,649,650 | | 5,938,450 | |
| Local 1/2 Cent Sales Tax | 12,855,444 | | 12,749,086 | | 13,235,400 | |
| Other State Revenues | 1,619,451 | | 1,675,601 | | 1,678,705 | |
| State Shared Gas & Transportation Tax | 4,496,594 | | 4,314,425 | | 4,470,230 | |
| Subtotal | 28,407,323 | 11.3% | 24,961,220 | 9.5% | 25,784,789 | 9.4% |
| Local Government Payments | | | | | | |
| | 5,248,804 | 2.1% | 3,261,499 | 1.2% | 3,302,839 | 1.0% |
| Charges for Service | | | | | | |
| General Government | 742,450 | | 860,276 | | 758,865 | |
| Public Safety | 10,944,710 | | 11,090,961 | | 11,446,955 | |
| Tipping Fees | 8,285,856 | | 7,917,030 | | 8,522,915 | |
| Other Physical | 1,287,375 | | 874,636 | | 3,426,763 | |
| Transportation | 503,577 | | 619,189 | | 615,549 | |
| Economic Environmental | 1,073,157 | | 167,323 | | 175,000 | |
| Cultural and Recreational | 235,802 | | 200,545 | | 196,935 | |
| Other Charges for Services | 1,844,307 | | 1,979,792 | | 1,660,659 | |
| Subtotal | 24,917,233 | 9.9% | 23,709,752 | 9.0% | 26,803,641 | 9.8% |
| Fines and Forfeitures | | | | | | |
| | 401,203 | 0.2% | 473,505 | 0.2% | 368,504 | 0.1% |
| Interest and Investments | | | | | | |
| | 1,227,777 | 0.5% | 2,641,691 | 1.0% | 2,936,285 | 1.1% |
| Miscellaneous | | | | | | |
| | 3,339,887 | 1.3% | 3,296,338 | 1.0% | 2,913,893 | 1.1% |
| Excess Fees | | | | | | |
| Clerk of Court | 135,383 | | 0 | | 0 | |
| Sheriff's Office | 5,638 | | 0 | | 0 | |
| Property Appraiser | 128,637 | | 0 | | 0 | |
| Tax Collector | 663,904 | | 300,000 | | 300,000 | |
| Supervisor of Elections | 332,114 | | 0 | | 0 | |
| Subtotal | 1,265,675 | 0.5% | 300,000 | 0.1% | 300,000 | 0.1% |
| Interdepartmental Billing | | | | | | |
| | 7,333,842 | 3.0% | 7,273,875 | 2.8% | 7,585,301 | 2.8% |
| Appropriated Fund Balance | | | | | | |
| | 0 | 0.0% | 10,979,383 | 4.2% | 7,616,795 | 2.8% |
| TOTAL | 252,370,000 | 100% | 263,600,197 | 100% | 274,202,473 | 100% |

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Function

| | FY 2018 | | FY 2019 | | FY 2020 | |
|-------------------------------------|--------------------|--------------|--------------------|--------------|--------------------|--------------|
| | Actual | % | Adopted | % | Budget | % |
| General Government | | | | | | |
| Legislative | 1,768,437 | | 1,838,741 | | 1,880,430 | |
| Executive | 1,408,463 | | 1,437,858 | | 1,276,472 | |
| Property Appraiser | 5,091,369 | | 5,088,414 | | 5,059,837 | |
| Tax Collector | 4,992,073 | | 5,245,038 | | 5,406,444 | |
| Clerk - Finance Administration | 1,670,645 | | 1,764,742 | | 1,845,539 | |
| Financial & Administrative | 11,415,013 | | 12,080,774 | | 12,656,396 | |
| Legal Counsel | 2,088,724 | | 2,061,872 | | 2,121,437 | |
| Comprehensive Planning | 1,352,859 | | 1,610,160 | | 1,582,008 | |
| Other General Governmental Service | 8,863,527 | | 9,865,336 | | 10,011,206 | |
| Supervisor of Elections | 4,482,531 | | 4,118,199 | | 5,485,288 | |
| Subtotal | 43,133,641 | 17.0% | 45,111,134 | 17.1% | 47,325,057 | 17.2% |
| Public Safety | | | | | | |
| Law Enforcement | 36,555,693 | | 38,682,936 | | 41,503,102 | |
| Fire Control | 2,678,927 | | 8,061,611 | | 8,366,217 | |
| Detention And/or Correction | 41,413,290 | | 43,255,474 | | 44,133,822 | |
| Protective Inspections | 2,377,162 | | 2,453,859 | | 2,585,081 | |
| Emergency & Disaster Relief | 1,320,276 | | 1,401,945 | | 1,611,614 | |
| Ambulance & Rescue | 20,048,469 | | 20,407,645 | | 20,905,993 | |
| Medical Examiner | 1,793,967 | | 792,822 | | 540,441 | |
| Other Public Safety | 4,236,283 | | 4,753,068 | | 4,856,711 | |
| Subtotal | 110,424,067 | 43.5% | 119,809,360 | 45.5% | 124,502,981 | 45.4% |
| Physical Environment | | | | | | |
| Garbage/Solid Waste Control | 12,262,838 | | 10,601,548 | | 11,480,478 | |
| Sewer/Wastewater Services | 3,230,907 | | 232,500 | | 232,500 | |
| Conservation & Resource Management | 4,013,144 | | 4,688,382 | | 5,114,714 | |
| Flood Control | 4,348,838 | | 4,817,727 | | 4,853,647 | |
| Other Physical Environment | 2,646,707 | | 2,528,352 | | 2,590,004 | |
| Subtotal | 26,502,434 | 10.4% | 22,868,509 | 8.7% | 24,271,343 | 8.9% |
| Transportation | | | | | | |
| Subtotal | 21,607,309 | 8.5% | 21,842,405 | 8.3% | 21,960,738 | 8.0% |
| Economic Environment | | | | | | |
| Economic Environment (Summer Youth) | 82,370 | | 40,606 | | 40,666 | |
| Industry Development | 4,719,843 | | 4,748,096 | | 5,232,007 | |
| Veteran Services | 518,386 | | 358,013 | | 371,598 | |
| Housing & Urban Development | 1,122,397 | | 167,323 | | 225,000 | |
| Other Economic Environment | 2,844,168 | | 2,277,443 | | 2,733,540 | |
| Subtotal | 9,287,164 | 3.7% | 7,591,481 | 2.9% | 8,602,811 | 3.1% |
| Human Services | | | | | | |
| Subtotal | 10,022,119 | 3.9% | 10,675,006 | 4.0% | 11,179,440 | 4.1% |
| Culture and Recreation | | | | | | |
| Libraries | 6,885,372 | | 7,265,086 | | 7,280,120 | |
| Parks & Recreation | 6,424,384 | | 6,711,618 | | 8,397,995 | |
| Cultural Services | 1,025,814 | | 1,572,625 | | 1,318,462 | |
| Subtotal | 14,335,570 | 5.6% | 15,549,329 | 5.9% | 16,996,577 | 6.2% |
| Debt Service | | | | | | |
| Subtotal | 8,052,098 | 3.2% | 7,575,318 | 2.9% | 7,569,535 | 2.8% |
| Intergovernmental Services | | | | | | |
| Intragovernmental Services | 752,172 | | 1,253,622 | | 1,357,168 | |
| Motor Pool | 2,797,870 | | 2,727,544 | | 2,901,058 | |
| Grants Program | 1,702 | | 91,787 | | 91,787 | |
| Insurance Program | 3,450,053 | | 3,158,815 | | 3,578,743 | |
| Budgeted Contingency | 585,131 | | 2,491,658 | | 421,378 | |
| Subtotal | 7,586,928 | 3.0% | 9,723,426 | 3.7% | 8,350,134 | 3.0% |
| Court Related | | | | | | |
| Court Administration | 308,744 | | 330,425 | | 207,609 | |
| State Attorney | 123,427 | | 143,505 | | 149,142 | |
| Public Defender | 149,282 | | 161,415 | | 169,098 | |
| Clerk of Circuit Court | 425,198 | | 420,627 | | 420,865 | |
| Article V Expenses | 86,787 | | 46,040 | | 44,505 | |
| Guardian Ad Litem | 18,918 | | 19,942 | | 20,710 | |
| Other Court Related Programs | 1,803,912 | | 1,732,275 | | 2,431,928 | |
| Subtotal | 2,916,268 | 1.2% | 2,854,229 | 1.0% | 3,443,857 | 1.3% |
| Totals | | | | | | |
| Totals | 253,867,598 | 100% | 263,600,197 | 100% | 274,202,473 | 100% |

Leon County Fiscal Year 2020 Adopted Budget

Total Operating and Capital Expenditures by Function

| | FY 2018 Actual | | | | FY 2019 Adopted | | | | FY 2020 Budget | | | |
|-------------------------------------|--------------------|-------------------|--------------------|--------------|--------------------|-------------------|--------------------|--------------|--------------------|-------------------|--------------------|--------------|
| | Operating | Capital | Total | % | Operating | Capital | Total | % | Operating | Capital | Total | % |
| General Government Services | | | | | | | | | | | | |
| Legislative | 1,768,437 | - | 1,768,437 | | 1,838,741 | - | 1,838,741 | | 1,880,430 | - | 1,880,430 | |
| Executive | 1,408,463 | - | 1,408,463 | | 1,437,858 | - | 1,437,858 | | 1,276,472 | - | 1,276,472 | |
| Property Appraiser | 5,091,369 | - | 5,091,369 | | 5,088,414 | - | 5,088,414 | | 5,059,837 | - | 5,059,837 | |
| Tax Collector | 4,992,073 | - | 4,992,073 | | 5,245,038 | - | 5,245,038 | | 5,406,444 | - | 5,406,444 | |
| Clerk - Finance Administration | 1,670,645 | - | 1,670,645 | | 1,764,742 | - | 1,764,742 | | 1,845,539 | - | 1,845,539 | |
| Financial & Administrative | 11,330,745 | 84,268 | 11,415,013 | | 12,048,774 | 32,000 | 12,080,774 | | 12,656,396 | - | 12,656,396 | |
| Legal Counsel | 2,088,724 | - | 2,088,724 | | 2,061,872 | - | 2,061,872 | | 2,121,437 | - | 2,121,437 | |
| Comprehensive Planning | 1,352,859 | - | 1,352,859 | | 1,610,160 | - | 1,610,160 | | 1,582,008 | - | 1,582,008 | |
| Other General Governmental Service | 4,768,487 | 4,095,040 | 8,863,527 | | 4,705,948 | 5,159,388 | 9,865,336 | | 4,672,293 | 5,338,913 | 10,011,206 | |
| Supervisor of Elections | 4,482,531 | - | 4,482,531 | | 4,118,199 | - | 4,118,199 | | 5,485,288 | - | 5,485,288 | |
| Subtotal | 38,954,333 | 4,179,308 | 43,133,641 | 17.0% | 39,919,746 | 5,191,388 | 45,111,134 | 17.1% | 41,986,144 | 5,338,913 | 47,325,057 | 17.2% |
| Public Safety | | | | | | | | | | | | |
| Law Enforcement | 36,555,693 | - | 36,555,693 | | 38,682,936 | - | 38,682,936 | | 41,373,102 | 130,000 | 41,503,102 | |
| Fire Control | 2,648,012 | 30,915 | 2,678,927 | | 8,061,611 | - | 8,061,611 | | 8,366,217 | - | 8,366,217 | |
| Detention and/or Correction | 38,934,418 | 2,478,872 | 41,413,290 | | 40,360,521 | 2,894,953 | 43,255,474 | | 42,120,322 | 2,013,500 | 44,133,822 | |
| Protective Inspections | 2,377,162 | - | 2,377,162 | | 2,453,859 | - | 2,453,859 | | 2,585,081 | - | 2,585,081 | |
| Emergency & Disaster Relief | 1,320,276 | - | 1,320,276 | | 1,401,945 | - | 1,401,945 | | 1,611,614 | - | 1,611,614 | |
| Ambulance & Rescue | 18,820,010 | 1,228,459 | 20,048,469 | | 19,022,645 | 1,385,000 | 20,407,645 | | 19,578,993 | 1,327,000 | 20,905,993 | |
| Medical Examiner | 480,998 | 1,312,969 | 1,793,967 | | 460,225 | 332,597 | 792,822 | | 540,441 | - | 540,441 | |
| Other Public Safety | 4,199,080 | 37,203 | 4,236,283 | | 4,703,068 | 50,000 | 4,753,068 | | 4,856,711 | - | 4,856,711 | |
| Subtotal | 105,335,649 | 5,088,418 | 110,424,067 | 43.5% | 115,146,810 | 4,662,550 | 119,809,360 | 45.5% | 121,032,481 | 3,470,500 | 124,502,981 | 45.4% |
| Physical Environment | | | | | | | | | | | | |
| Garbage/Solid Waste Control | 9,139,498 | 3,123,340 | 12,262,838 | | 10,035,758 | 565,790 | 10,601,548 | | 11,183,081 | 297,397 | 11,480,478 | |
| Sewer/Wastewater Services | 302,192 | 2,928,715 | 3,230,907 | | 232,500 | - | 232,500 | | 232,500 | - | 232,500 | |
| Conservation & Resource Management | 3,983,428 | 29,716 | 4,013,144 | | 4,538,382 | 150,000 | 4,688,382 | | 4,664,714 | 450,000 | 5,114,714 | |
| Flood Control | 3,264,959 | 1,083,879 | 4,348,838 | | 3,802,344 | 1,015,383 | 4,817,727 | | 3,805,397 | 1,048,250 | 4,853,647 | |
| Other Physical Environment | 1,921,469 | 725,238 | 2,646,707 | | 1,512,969 | 486,780 | 2,000,000 | | 2,103,224 | 486,780 | 2,590,004 | |
| Subtotal | 18,611,546 | 7,890,888 | 26,502,434 | 10.4% | 20,121,953 | 2,217,953 | 22,868,509 | 8.7% | 21,988,916 | 2,282,427 | 24,271,343 | 8.9% |
| Transportation | | | | | | | | | | | | |
| Road & Street Facilities | 12,924,364 | 8,682,945 | 21,607,309 | | 14,027,210 | 7,815,195 | 21,842,405 | | 14,142,880 | 7,817,858 | 21,960,738 | |
| Subtotal | 12,924,364 | 8,682,945 | 21,607,309 | 8.5% | 14,027,210 | 7,815,195 | 21,842,405 | 8.3% | 14,142,880 | 7,817,858 | 21,960,738 | 8.0% |
| Economic Environment | | | | | | | | | | | | |
| Economic Environment (Summer Youth) | 82,370 | - | 82,370 | | 40,606 | - | 40,606 | | 40,666 | - | 40,666 | |
| Industry Development | 4,645,359 | 74,484 | 4,719,843 | | 4,648,096 | 100,000 | 4,748,096 | | 5,232,007 | - | 5,232,007 | |
| Community Redevelopment/Housing | 4,484,951 | - | 4,484,951 | | 2,802,779 | - | 2,802,779 | | 3,330,138 | - | 3,330,138 | |
| Subtotal | 9,212,680 | 74,484 | 9,287,164 | 3.7% | 7,491,481 | 100,000 | 7,591,481 | 2.9% | 8,602,811 | - | 8,602,811 | 3.1% |
| Human Services | 10,022,119 | - | 10,022,119 | 3.9% | 10,675,006 | - | 10,675,006 | 4.0% | 11,179,440 | - | 11,179,440 | 4.1% |
| Culture and Recreation | | | | | | | | | | | | |
| Libraries | 6,831,416 | 53,956 | 6,885,372 | | 7,215,086 | 50,000 | 7,265,086 | | 7,230,120 | 50,000 | 7,280,120 | |
| Parks & Recreation | 4,847,297 | 1,577,087 | 6,424,384 | | 4,948,818 | 1,762,800 | 6,711,618 | | 5,237,995 | 3,160,000 | 8,397,995 | |
| Cultural Services | 1,025,814 | - | 1,025,814 | | 1,572,625 | - | 1,572,625 | | 1,318,462 | - | 1,318,462 | |
| Subtotal | 12,704,527 | 1,631,043 | 14,335,570 | 5.6% | 13,736,529 | 1,812,800 | 15,549,329 | 5.9% | 13,786,577 | 3,210,000 | 16,996,577 | 6.2% |
| Debt Service | | | | | | | | | | | | |
| Redemption Of Long Term Debt | 8,052,098 | - | 8,052,098 | | 7,575,318 | - | 7,575,318 | | 7,569,535 | - | 7,569,535 | |
| Debt Service | 8,052,098 | - | 8,052,098 | 3.2% | 7,575,318 | - | 7,575,318 | 2.9% | 7,569,535 | - | 7,569,535 | 2.8% |
| Intergovernmental Services | | | | | | | | | | | | |
| Intragovernmental Services | 752,172 | - | 752,172 | | 1,253,622 | - | 1,253,622 | | 1,357,168 | - | 1,357,168 | |
| Motor Pool | 2,797,870 | - | 2,797,870 | | 2,727,544 | - | 2,727,544 | | 2,901,058 | - | 2,901,058 | |
| Grants Program | 1,702 | - | 1,702 | | 91,787 | - | 91,787 | | 91,787 | - | 91,787 | |
| Insurance Program | 3,450,053 | - | 3,450,053 | | 3,158,815 | - | 3,158,815 | | 3,578,743 | - | 3,578,743 | |
| Budgeted Contingency | 585,131 | - | 585,131 | | 2,411,003 | 80,655 | 2,491,658 | | 324,003 | 97,375 | 421,378 | |
| Subtotal | 7,586,928 | - | 7,586,928 | 3.0% | 9,642,771 | 80,655 | 9,723,426 | 3.7% | 8,252,759 | 97,375 | 8,350,134 | 3.0% |
| Court Related | | | | | | | | | | | | |
| Court Administration | 308,744 | - | 308,744 | | 330,425 | - | 330,425 | | 207,609 | - | 207,609 | |
| State Attorney | 123,427 | - | 123,427 | | 143,505 | - | 143,505 | | 149,142 | - | 149,142 | |
| Public Defender | 149,282 | - | 149,282 | | 161,415 | - | 161,415 | | 169,098 | - | 169,098 | |
| Clerk of Circuit Court | 425,198 | - | 425,198 | | 420,627 | - | 420,627 | | 420,865 | - | 420,865 | |
| Article V Expenses | 86,787 | - | 86,787 | | 46,040 | - | 46,040 | | 44,505 | - | 44,505 | |
| Guardian Ad Litem | 18,918 | - | 18,918 | | 19,942 | - | 19,942 | | 20,710 | - | 20,710 | |
| Other Court Related Programs | 1,803,912 | - | 1,803,912 | | 1,732,275 | - | 1,732,275 | | 2,431,928 | - | 2,431,928 | |
| Subtotal | 2,916,268 | - | 2,916,268 | 1.2% | 2,854,229 | - | 2,854,229 | 1.0% | 3,443,857 | - | 3,443,857 | 1.3% |
| Totals | | | | | | | | | | | | |
| Totals | 226,320,512 | 27,547,086 | 253,867,598 | 100% | 241,191,053 | 21,880,541 | 263,600,197 | 100% | 251,423,930 | 22,217,073 | 274,202,473 | 100% |

Leon County Fiscal Year 2020 **Adopted** Budget

Programs by Function and Funding Source

General Government

General Fund: County Commission, County Administration, PLACE (Planning, Economic Development), Strategic Initiatives, Community and Media Relations (CMR), Human Resources, Office of Management and Budget, Risk Management, Purchasing/Procurement, Real Estate Management, MIS, Volunteer Services, Office of Sustainability, Voter Registration, Elections, County Attorney, Planning Department, Blueprint 2000, Facilities Management, CIPs – Technology, Buildings, Vehicles, Miscellaneous

Public Safety

General Fund: Medical Examiner, Public Safety Complex

Special Revenue: Office of Intervention & Detention Alternatives, Sheriff and Detention Facility, Fire Services, Building, Storage Tank Program, Emergency Medical Services, Emergency Management, E-911

Physical Environment

General Fund: Cooperative Extension, GIS

Special Revenue: Permit Services, Development Services, Environmental Services, Stormwater Maintenance, CIPs – Stormwater, Sewer, and Vehicles

Enterprise: Solid Waste, CIPs – Solid Waste and Vehicles

Transportation

Special Revenue: PW Support Services, Transportation Maintenance, Right of Way Management, Engineering Services, CIPs – Stormwater, Transportation, Vehicles

Economic Environment

General Fund: Community Redevelopment Agency, PLACE (Summer Youth Employment), Veteran Services

Special Revenue: Tourism Development, State Housing Initiatives Partnership Program (S.H.I.P)

Human Services

General Fund: Mosquito Control, Animal Control, Health Department, Primary Health Care, Baker Act & Marchman Act, Medicaid & Indigent Burials, Housing Services

Special Revenue: Diversionary Programs

Culture and Recreation

General Fund: Library Services, COCA

Special Revenue: Parks and Recreation, CIPs – Parks

Debt Service

Bond Series 2012A (Tax Exempt), Bond Series 2012B (Taxable), 2014 Debt Series

Intergovernmental Services

Internal Services: Communications Trust, Fleet Maintenance, Insurance

Budgeted Reserves (included in various funds under each funding source type)

Court-Related

Special Revenue: Court Administration, Veteran's Court, State Attorney Administration, Public Defender, Clerk of the Circuit Court, Judicial Programs/Article V Guardian Ad Litem, Court Information Systems, Public Law Library, Legal Aid

Leon County Fiscal Year 2020 **Adopted** Budget

Department Funding Source Guide

| Department | Funding Source |
|---|--|
| County Commission | 001 - General Fund* |
| Administration | 001 - General Fund* |
| Office of Information Technology | 001 - General Fund* |
| | 130 - 911 Emergency Communications Trust |
| County Attorney | 001 - General Fund* |
| Public Works | 001 - General Fund* |
| | 106 - Transportation Trust* |
| | 123 - Stormwater Utility* |
| | 505 - Motor Pool |
| Development Support & Environmental Management (DSEM) | 120 - Building Inspection Fund |
| | 121 - DSEM Fund* |
| | 125 - Grants |
| Planning, Land Management & Community Enhancement (PLACE) | 001 - General Fund* |
| Financial Stewardship | 001 - General Fund* |
| | 501 - Insurance Service Fund |
| Tourism Development | 160 - Tourism Development Fund |
| Public Safety | 135 - Emergency Medical Services MSTU |
| | 140 - Municipal Service Fund |
| Library Services | 001 - General Fund* |
| Intervention & Detention Alternatives | 001 - General Fund* |
| | 110 - Fine and Forfeiture Fund |
| | 111 - Probation Services Fund |
| | 125 - Grants |
| Human Services & Community Partnerships (HSCP) | 001 - General Fund* |
| | 124 - SHIP Trust Fund |
| Resource Stewardship | 001 - General Fund* |
| | 140 - Municipal Service Fund |
| | 165 - County Government Annex Building |
| | 166 - Huntington Oaks Operations |
| | 401 - Solid Waste Fee* |

* Supported by a transfer from Fund 126 - Non-Countywide General Revenue

** Sub-fund of General Fund (001); fund set up for accounting purposes and funded via transfer from General Fund at beginning of fiscal year

Leon County Fiscal Year 2020 **Adopted** Budget

Department Funding Source Guide

| Department | | Funding Source |
|--|------------------------------|---|
| Constitutional | Clerk of the Circuit Court | 001 - General Fund* |
| | | 110 - Fine and Forfeiture Fund |
| | Property Appraiser | 001 - General Fund* |
| | Sheriff | 110 - Fine and Forfeiture Fund |
| | Supervisor of Elections | 060 - Supervisor of Elections** |
| | Tax Collector | 001 - General Fund* |
| | | 123 - Stormwater Utility* |
| | | 135 - Emergency Medical Services MSTU |
| | | 145 - Fire Services Fee |
| | | 162 - County Accepted Roadways & Drainage Systems |
| 164 - Special Assessment: Killearn Lakes Sewer | | |
| 401 - Solid Waste Fee* | | |
| Judicial | Court Administration | 001 - General Fund* |
| | Other Court-Related Programs | 110 - Fine and Forfeiture Fund |
| | | 114 - Family Law Legal Services |
| | | 116 - Drug Abuse Trust Fund |
| | | 117 - Judicial Programs |
| | State Attorney | 110 - Fine and Forfeiture Fund |
| | Public Defender | 110 - Fine and Forfeiture Fund |
| Guardian Ad Litem | 001 - General Fund* | |
| Non-Operating | Fire Control | 145 - Fire Services Fee |
| | Line Item Funding | 001 - General Fund* |
| | Communications | 001 - General Fund* |
| | | 106 - Transportation Trust* |
| | | 110 - Fine and Forfeiture Fund |
| | | 111 - Probation Services Fund |
| | | 120 - Building Inspection Fund |
| | | 121 - DSEM Fund* |
| | | 123 - Stormwater Utility* |
| | | 135 - Emergency Medical Services MSTU |
| | | 140 - Municipal Service Fund |
| | | 160 - Tourism Development Fund |
| | | 401 - Solid Waste Fee* |
| | | 502 - Communications Trust |
| 505 - Motor Pool | | |

* Supported by a transfer from Fund 126 - Non-Countywide General Revenue

** Sub-fund of General Fund (001); fund set up for accounting purposes and funded via transfer from General Fund at beginning of fiscal year

Leon County Fiscal Year 2020 **Adopted** Budget

Department Funding Source Guide

| Department | | Funding Source |
|--|--------------------------------|--|
| Non-Operating | Cost Allocation | 001 - General Fund* |
| | | 106 - Transportation Trust* |
| | | 111 - Probation Services Fund |
| | | 114 - Teen Court |
| | | 117 - Judicial Programs |
| | | 120 - Building Inspection Fund |
| | | 121 - DSEM Fund* |
| | | 123 - Stormwater Utility* |
| | | 130 - 911 Emergency Communications Trust |
| | | 131 - Radio Communications |
| | | 135 - Emergency Medical Services MSTU |
| | | 140 - Municipal Service Fund |
| | | 145 - Fire Services Fee |
| | | 160 - Tourism Development Fund |
| | | 165 - County Government Annex Building |
| | | 166 - Huntington Oaks Operations |
| | | 401 - Solid Waste Fee* |
| | | 505 - Motor Pool |
| | Risk Allocations | 001 - General Fund* |
| | | 060 - Supervisor of Elections** |
| | | 106 - Transportation Trust* |
| | | 110 - Fine and Forfeiture Fund |
| | | 111 - Probation Services Fund |
| | | 114 - Teen Court |
| | | 117 - Judicial Programs |
| | | 120 - Building Inspection Fund |
| | | 121 - DSEM Fund* |
| | | 123 - Stormwater Utility* |
| | | 125 - Grants |
| | | 135 - Emergency Medical Services MSTU |
| | | 140 - Municipal Service Fund |
| | | 145 - Fire Services Fee |
| | 160 - Tourism Development Fund | |
| 165 - County Government Annex Building | | |
| 166 - Huntington Oaks Operations | | |
| 401 - Solid Waste Fee* | | |
| 505 - Motor Pool | | |
| Worker's Comp Risk Management | 501 - Insurance Service Fund | |

* Supported by a transfer from Fund 126 - Non-Countywide General Revenue

** Sub-fund of General Fund (001); fund set up for accounting purposes and funded via transfer from General Fund at beginning of fiscal year

Leon County Fiscal Year 2020 **Adopted** Budget

Department Funding Source Guide

| Department | | Funding Source |
|---|---|--|
| Non-Operating | Budgeted Reserves | 001 - General Fund* |
| | | 106 - Transportation Trust* |
| | | 110 - Fine and Forfeiture Fund |
| | | 116 - Drug Abuse Trust |
| | | 140 - Municipal Service Fund |
| | | 160 - Tourism Development Fund |
| | Other Non-Operating | 001 - General Fund* |
| | | 106 - Transportation Trust* |
| | | 110 - Fine and Forfeiture Fund |
| | | 116 - Drug Abuse Trust |
| | | 125 - Grants |
| | | 131 - Radio Communication System |
| | | 140 - Municipal Service Fund |
| | | 164 - Special Assessment: Killearn Lakes Sewer |
| Debt Service | 211 - Bond Series 2012* | |
| | 222 - Debt Series 2014* | |
| | Transfer from 165 - County Government Annex | |
| Capital Projects | 106 - Transportation Trust* | |
| | 125 - Grants | |
| | 135 - Emergency Medical Services MSTU | |
| | 120 - Building Inspection Fund | |
| | 160 - Tourism Development Fund | |
| | 162 - County Accepted Roadways & Drainage Systems | |
| | 165 - County Government Annex Building | |
| | 305 - Capital Improvements Fund | |
| | 306 - Transportation Improvements | |
| | 308 - Local Option Sales Tax | |
| | 309 - Sales Tax Extension Fund | |
| | 330 - 911 Capital Projects | |
| | 351 - Sales Tax Extension 2020 Fund | |
| 352 - Sales Tax Extension 2020 JPA Fund | | |
| 401 - Solid Waste Fee* | | |

* Supported by a transfer from Fund 126 - Non-Countywide General Revenue

** Sub-fund of General Fund (001); fund set up for accounting purposes and funded via transfer from General Fund at beginning of fiscal year

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Board of County Commissioners

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 1) County Commission | 1,768,437 | 1,838,741 | 1,880,430 | 2.27% | 1,917,716 | 1,956,699 | 1,997,483 | 2,040,157 |
| | <u>1,768,437</u> | <u>1,838,741</u> | <u>1,880,430</u> | <u>2.27%</u> | <u>1,917,716</u> | <u>1,956,699</u> | <u>1,997,483</u> | <u>2,040,157</u> |

- 1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. The performance raises pertain to the Commission staff only. In accordance with the County Charter, Commissioner salaries are set by ordinance according to a formula established by the State of Florida.

Administration

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 2) County Administration* | 1,101,889 | 1,133,103 | 1,199,472 | 5.86% | 1,233,554 | 1,268,817 | 1,305,309 | 1,343,079 |
| 3) Emergency Management* | 1,233,488 | 1,361,945 | 1,561,614 | 14.66% | 1,605,754 | 1,652,196 | 1,699,905 | 1,749,004 |
| 4) Human Resources* | 1,204,447 | 1,405,087 | 1,509,093 | 7.40% | 1,549,332 | 1,592,172 | 1,636,839 | 1,683,299 |
| 5) Strategic Initiatives/CMR* | 1,342,005 | 1,418,839 | 1,611,434 | 13.57% | 1,600,547 | 1,637,107 | 1,675,184 | 1,714,845 |
| | <u>4,881,829</u> | <u>5,318,974</u> | <u>5,881,613</u> | <u>10.58%</u> | <u>5,989,187</u> | <u>6,150,292</u> | <u>6,317,237</u> | <u>6,490,227</u> |

- 2) *See personnel note below.

- 3) Increase is related to timing of grant allocations from the Florida Department of Emergency Management based on the State's annual budget cycle starting in July versus the County's in October. These grants were previously budget during the year, and are now being included in the annual budget. Additional increases include \$12,000 for back-up phones during emergency events as recommended in the Hurricane After Action Report.

- 4) *See personnel note below.

- 5) Increase related to moving a position from the Office of Information Technology to Community and Media Relations to create a Website Design Coordinator and other personnel costs associated with the filling of vacancies. Additional costs increase include \$10,000 for the Complete Census Count to support census awareness and \$15,000 for promotional activities in local media.

County Attorney's Office

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 6) County Attorney* | 2,088,724 | 2,061,872 | 2,121,437 | 2.9% | 2,168,889 | 2,217,825 | 2,268,535 | 2,321,109 |
| | <u>2,088,724</u> | <u>2,061,872</u> | <u>2,121,437</u> | <u>2.9%</u> | <u>2,168,889</u> | <u>2,217,825</u> | <u>2,268,535</u> | <u>2,321,109</u> |

- 6) *See personnel note below.

Department of Public Works

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 7) Engineering Services* | 3,432,312 | 3,970,872 | 3,976,392 | 0.1% | 4,089,137 | 4,206,443 | 4,328,507 | 4,455,585 |
| 8) Fleet Management* | 2,788,692 | 2,718,129 | 2,891,643 | 6.4% | 2,920,449 | 2,949,530 | 2,978,880 | 3,008,510 |
| 9) Operations* | 10,446,907 | 11,801,462 | 11,904,276 | 0.9% | 12,182,698 | 12,532,699 | 12,794,418 | 13,111,217 |
| 10) PW Support Services* | 614,484 | 635,167 | 605,428 | -4.7% | 620,051 | 635,237 | 651,005 | 667,385 |
| | <u>17,282,394</u> | <u>19,125,630</u> | <u>19,377,739</u> | <u>1.3%</u> | <u>19,812,335</u> | <u>20,323,909</u> | <u>20,752,810</u> | <u>21,242,697</u> |

- 7) *See personnel note, which are off-set by a decline in salary dollars due to the retirement of personnel, a reduction in overtime, and the purchase of one-time equipment costs in FY 2019.

- 8) Increase reflects additional fuel costs based on consumption analysis and the price per gallon of fuel, in particular diesel which is 80% of the County's vehicle consumption, and the purchase of fleet equipment.

- 9) Increase funding related to personnel costs, in addition to \$7,000 associated with security enhancements at the Public Works Complex including monitoring and maintenance of security cameras and sensors.

- 10) Decrease reflects costs associated the retirement of a long time County employee offset by increases in personnel costs as noted below.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Department of Development Support & Environmental Management

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 11) Building Plans Review & Inspection* | 1,902,799 | 1,889,750 | 1,969,134 | 4.20% | 2,029,258 | 2,092,096 | 2,157,717 | 2,226,352 |
| 12) Code Compliance Services* | 415,844 | 501,602 | 533,632 | 6.39% | 548,579 | 564,115 | 580,262 | 597,055 |
| 13) Customer Engagement Services* | 141,822 | 204,700 | 212,075 | 3.60% | 219,596 | 227,421 | 235,425 | 243,781 |
| 14) Development Services* | 686,254 | 840,265 | 866,527 | 3.13% | 894,997 | 924,687 | 955,665 | 987,997 |
| 15) DS Support Services* | 247,962 | 354,454 | 376,579 | 6.24% | 387,869 | 399,605 | 411,805 | 424,483 |
| 16) Environmental Services* | 1,633,847 | 1,739,569 | 1,807,833 | 3.92% | 1,864,081 | 1,922,602 | 1,983,478 | 2,046,857 |
| | <u>5,028,527</u> | <u>5,530,340</u> | <u>5,765,780</u> | <u>4.26%</u> | <u>5,944,380</u> | <u>6,130,526</u> | <u>6,324,352</u> | <u>6,526,525</u> |

- 11) Increase of \$100,000 to contract for professional building plans review services to assist staff during peak permitting times, to ensure permit review time are met or exceeded.
- 12) *See personnel note below.
- 13) *See personnel note below.
- 14) Increase related to personnel costs associated with the reclassification of a Planner I position to a Planner II and an increase in OPS salaries.
- 15) Increase related to a reclass of an Administrative Assistance V to an Operations Analyst and other personnel costs as noted below.
- 16) *See personnel note below.

Department of PLACE

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 17) Planning Department | 728,884 | 973,467 | 1,145,289 | 17.7% | 1,016,567 | 1,038,336 | 1,060,606 | 1,064,898 |
| | <u>728,884</u> | <u>973,467</u> | <u>1,145,289</u> | <u>17.7%</u> | <u>1,016,567</u> | <u>1,038,336</u> | <u>1,060,606</u> | <u>1,064,898</u> |

- 17) The increase of \$150,000 reflects the County's share of the consulting services for the Comprehensive Plan Land Use Element update. The costs will be split funded 50/50 with the City of Tallahassee. In addition, based on the final FY 2019 reconciliation of the Planning Department expenses an increase in funding is budgeted to cover the County's share of the Planning Department per the interlocal agreement with the City of Tallahassee.

Office of Financial Stewardship

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 18) Office of Management and Budget* | 744,904 | 800,406 | 818,657 | 2.28% | 839,620 | 861,436 | 884,138 | 907,768 |
| 19) Purchasing* | 678,467 | 617,901 | 603,731 | -2.29% | 622,708 | 642,445 | 662,974 | 684,328 |
| 20) Real Estate Management* | 264,110 | 344,410 | 400,111 | 16.17% | 389,841 | 394,779 | 399,938 | 405,327 |
| 21) Risk Management* | 212,412 | 196,608 | 206,993 | 5.28% | 211,323 | 215,829 | 220,515 | 225,393 |
| | <u>1,899,893</u> | <u>1,959,325</u> | <u>2,029,492</u> | <u>3.58%</u> | <u>2,063,492</u> | <u>2,114,489</u> | <u>2,167,565</u> | <u>2,222,816</u> |

- 18) *See personnel note below.
- 19) Decrease reflects position budget adjustments due the retirement of long time employees.
- 20) Increase reflects \$25,000 for the increase in the listing agreement fees and \$75,000 for demolition and debris services costs for property clean up after the County has assumed ownership of any escheated properties.
- 21) *See personnel note below.

Division of Tourism

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 22) Tourism Development* | 5,100,890 | 5,966,933 | 6,316,283 | 5.9% | 6,427,710 | 6,544,234 | 6,663,020 | 6,734,161 |
| | <u>5,100,890</u> | <u>5,966,933</u> | <u>6,316,283</u> | <u>5.9%</u> | <u>6,427,710</u> | <u>6,544,234</u> | <u>6,663,020</u> | <u>6,734,161</u> |

- 22) Increase reflects the use of fund balance to fund the following: enhanced marketing, promotional services and additional funding for the Capital City Concert Series.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Office of Information and Technology

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 23) Geographic Information Systems* | 1,921,469 | 2,041,572 | 2,103,224 | 3.0% | 2,154,528 | 2,207,812 | 2,263,163 | 2,320,696 |
| 24) Management Information Services* | 6,608,767 | 6,962,794 | 7,191,373 | 3.3% | 7,377,555 | 7,567,354 | 7,764,366 | 7,965,262 |
| | <u>8,530,235</u> | <u>9,004,366</u> | <u>9,294,597</u> | <u>3.2%</u> | <u>9,532,083</u> | <u>9,775,166</u> | <u>10,027,529</u> | <u>10,285,958</u> |

23) *See personnel note below.

24) Increase of \$94,500 in contractual services for County software contracts in addition to \$25,000 for ADA Compliance.

Office of Library Services

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 25) Library Services* | 6,782,916 | 7,200,086 | 7,215,120 | 0.2% | 7,420,935 | 7,635,671 | 7,857,041 | 8,087,634 |
| | <u>6,782,916</u> | <u>7,200,086</u> | <u>7,215,120</u> | <u>0.2%</u> | <u>7,420,935</u> | <u>7,635,671</u> | <u>7,857,041</u> | <u>8,087,634</u> |

25) Increase related to personnel offset by the retirement of a long time County employee.

Office of Public Safety

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 26) Animal Control* | 1,374,202 | 1,478,951 | 1,600,104 | 8.2% | 1,640,664 | 1,682,741 | 1,726,288 | 1,771,361 |
| 27) Emergency Medical Services* | 17,207,424 | 17,604,362 | 18,049,763 | 2.5% | 18,394,381 | 18,753,043 | 19,126,259 | 19,513,227 |
| | <u>18,581,626</u> | <u>19,083,313</u> | <u>19,649,867</u> | <u>3.0%</u> | <u>20,035,045</u> | <u>20,435,784</u> | <u>20,852,547</u> | <u>21,284,588</u> |

26) Increase is related to personnel costs associated with a reclass of an Administrative Assistant V to an Animal Control Officer and an increase in funding for the County's portion of the interlocal agreement with the City for funding the animal shelter.

27) Increase related to funding for the HIPPA Risk Assessment and Intermedix Billing agreement (\$60,000); maintenance and repair for cardiac monitors and stretchers (\$57,400); ALS Agreement with City Fire Department (\$48,914); and medical supplies (\$43,065), offset by the elimination of four part-time paramedic positions to create two full-time charge paramedics for a savings of \$22,481.

Office of Intervention & Detention Alternatives

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 28) County Probation* | 1,451,651 | 1,585,176 | 1,590,954 | 0.4% | 1,633,134 | 1,677,227 | 1,723,343 | 1,771,588 |
| 29) Drug & Alcohol Testing* | 126,120 | 154,163 | 170,349 | 10.5% | 174,230 | 178,247 | 182,408 | 186,722 |
| 30) Supervised Pretrial Release* | 1,116,307 | 1,229,551 | 1,400,119 | 13.9% | 1,431,829 | 1,468,056 | 1,505,796 | 1,545,412 |
| | <u>2,694,078</u> | <u>2,968,890</u> | <u>3,161,422</u> | <u>6.5%</u> | <u>3,239,193</u> | <u>3,323,530</u> | <u>3,411,547</u> | <u>3,503,722</u> |

28) *See personnel note below in addition to employee realignments.

29) Increase in personnel costs related to employee realignments.

30) Increase of \$150,294 for the proposed new GPS/Alcohol monitoring contract.

Office of Human Services & Community Partnerships

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 31) Housing Services* | 1,362,895 | 726,426 | 760,596 | 4.70% | 603,047 | 621,195 | 640,076 | 659,718 |
| 32) Human Services* | 7,453,186 | 7,699,865 | 8,121,160 | 5.47% | 8,233,662 | 8,349,552 | 8,468,935 | 8,582,711 |
| 33) Veteran Services* | 329,351 | 358,013 | 371,598 | 3.79% | 377,273 | 383,217 | 389,446 | 395,973 |
| 34) Volunteer Services* | 192,480 | 207,259 | 216,339 | 4.38% | 222,837 | 229,609 | 236,663 | 244,016 |
| | <u>9,337,912</u> | <u>8,991,563</u> | <u>9,469,693</u> | <u>5.32%</u> | <u>9,436,819</u> | <u>9,583,573</u> | <u>9,735,120</u> | <u>9,882,418</u> |

31) Increase reflects an 4.5% increase in SHIP funds received from the State (\$175,000) for FY 2020 and an increase of \$15,000 in OPS funding for a Records Technician. The additional OPS funding will be offset from grant administrative fees.

32) Increase reflects personnel costs, a state mandated Medicaid payment increase of \$234,447, and \$100,000 in the Community and Human Services Partnership (CHSP) funding approved in FY19.

33) *See personnel note below.

34) Increase related to personnel costs and \$3,000 for supplies related to the annual Day of Service event and \$1,000 for the Volunteer Firefighter Event.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Office of Resource Stewardship

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 35) Cooperative Extension* | 383,593 | 433,603 | 429,723 | -0.89% | 442,506 | 455,672 | 469,232 | 471,146 |
| 36) Facilities Management* | 9,068,836 | 9,774,007 | 10,156,689 | 3.92% | 10,330,592 | 10,511,679 | 10,708,083 | 10,877,519 |
| 37) Office of Sustainability* | 314,316 | 312,706 | 322,550 | 3.15% | 348,448 | 334,590 | 360,987 | 347,654 |
| 38) Parks and Recreation* | 2,901,347 | 3,016,978 | 3,123,613 | 3.53% | 3,225,577 | 3,286,496 | 3,352,676 | 3,421,979 |
| 39) Solid Waste* | 9,095,034 | 9,408,329 | 10,562,329 | 12.27% | 10,758,508 | 10,961,614 | 11,170,439 | 11,389,300 |
| | <u>21,763,127</u> | <u>22,945,623</u> | <u>24,594,904</u> | <u>7.19%</u> | <u>25,105,631</u> | <u>25,550,051</u> | <u>26,061,417</u> | <u>26,507,598</u> |

- 35) Decrease reflects a reduction in contracted operating expenses related to the Cooperative Extension Agreement between the County and the University of Florida.
- 36) Increase reflects a position reclass of an Administrative Assistant IV to a Management Analyst. Additional contractual services items related to the Medical Examiner Facility security for \$100,464, offset by morgue use fees charged to district counties; Utility increase of \$51,228; Public Safety Complex including Building Automation Systems maintenance and upgrades for \$42,500, of which 50% is reimbursed by the City of Tallahassee; fire tests and additional inspection fees for \$40,000; and chiller maintenance for County facilities for \$35,739. In addition, increases in the fire suppression system and security monitoring contracts for \$60,000.
- 37) *See personnel note below.
- 38) Increase reflects personnel changes including the reclassification of Park Attendant to a Heavy Equipment operator; increase in the interlocal agreement with the City of Tallahassee (\$59,000), mowing contract contact increase (\$40,000), machinery and equipment (\$6,200) and other operating increases of (\$8,800).
- 39) Increase reflects personnel costs in addition to contractual services increases in the disposal and hauling contract of City and County refuse (\$653,112) based on a negotiated increase in the hauling tip fee from \$25.00 to \$27.50. Additional increases in the Marpan recycling contract of (\$186,000); and (\$80,000) in fuel charges offset by a decrease in vehicle repair (\$26,256).

Constitutional

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 40) Clerk of the Circuit Court | 2,095,843 | 2,185,369 | 2,266,404 | 3.71% | 2,337,278 | 2,403,104 | 2,462,061 | 2,522,787 |
| 41) Property Appraiser | 5,091,369 | 5,088,414 | 5,059,837 | -0.56% | 5,180,406 | 5,284,014 | 5,389,694 | 5,497,488 |
| 42) Sheriff | 72,218,808 | 75,476,502 | 79,741,173 | 5.65% | 83,251,093 | 87,268,966 | 91,563,251 | 96,153,436 |
| 43) Supervisor of Elections | 4,482,531 | 4,118,199 | 5,485,288 | 33.20% | 4,387,139 | 4,575,945 | 4,506,075 | 5,783,234 |
| 44) Tax Collector | 4,992,073 | 5,245,038 | 5,406,444 | 3.08% | 5,510,226 | 5,616,082 | 5,725,110 | 5,854,655 |
| | <u>88,880,624</u> | <u>92,113,522</u> | <u>97,959,146</u> | <u>6.35%</u> | <u>100,666,142</u> | <u>105,148,111</u> | <u>109,646,191</u> | <u>115,811,600</u> |

- 40) Contractual increase of \$81,035 for financial services provided by the Clerk as part of the contract and a nominal increase in Article V funding.
- 41) Property Appraiser's budget was submitted with a reduction of \$28,577.
- 42) Sheriff's budget increase is 5.65%. Additional increases include personnel costs for a total of 8 new positions: four new Road Patrol Deputy positions; one Property and Evidence Supervisor; one IT Analyst and two Crime Analysts for the Real Time Crime Center. In addition, \$1.3 million in continued funding is provided for scheduled vehicle replacements. The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the budget history for this agency was realigned to the CDA as shown in line #52.
- 43) Increase reflects the budget associated with FY 2020 being a presidential election cycle requiring additional resources and temporary staff to conduct the additional presidential preference primary.
- 44) Increase reflects estimated commission payments associated with an increase in collections due to property values increasing by 6.05%. Increases also include commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

Judicial

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 45) Court Administration | 219,023 | 215,130 | 218,424 | 1.53% | 225,389 | 232,650 | 240,221 | 248,119 |
| 46) Guardian Ad Litem | 21,489 | 22,712 | 23,425 | 3.14% | 23,452 | 23,480 | 23,508 | 23,536 |
| 47) Other Court-Related Programs | 500,516 | 649,973 | 685,905 | 5.53% | 550,237 | 561,484 | 564,781 | 576,641 |
| 48) Public Defender | 124,880 | 136,390 | 134,980 | -1.03% | 135,145 | 135,311 | 135,479 | 135,649 |
| 49) State Attorney | 112,381 | 133,300 | 132,120 | -0.89% | 132,255 | 132,392 | 132,530 | 132,669 |
| | <u>978,290</u> | <u>1,157,505</u> | <u>1,194,854</u> | <u>3.23%</u> | <u>1,066,478</u> | <u>1,085,317</u> | <u>1,096,519</u> | <u>1,116,614</u> |

- 45) *See personnel note below.
- 46) Reflects increase related to communication and phone system costs.
- 47) Increase related to personnel costs including moving positions previously budget in Court Administration to other Court related programs.
- 48) Decrease in communications related costs.
- 49) Decrease in communications related costs.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Non-Operating

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 50) Budgeted Reserves | 585,130 | 2,411,003 | 324,003 | -86.56% | 3,684,480 | 3,983,760 | 3,592,885 | 3,803,128 |
| 51) Communications | 1,202,429 | 1,697,092 | 1,477,683 | -12.93% | 1,900,303 | 1,917,763 | 1,935,386 | 1,953,173 |
| 52) Consolidated Dispatch Agency (CDA) | 2,398,046 | 2,774,529 | 2,896,461 | 4.39% | 3,041,284 | 3,193,348 | 3,353,015 | 3,520,666 |
| 53) Fire Control | 2,596,721 | 8,036,611 | 8,335,217 | 3.72% | 8,412,880 | 8,491,330 | 8,570,574 | 8,651,139 |
| 54) Line Item Funding | 102,482 | 100,000 | 100,000 | 0.00% | 100,000 | 100,000 | 100,000 | 100,000 |
| 55) Other Non-Operating | 8,960,819 | 8,340,295 | 9,345,155 | 12.05% | 9,521,330 | 9,927,733 | 10,161,324 | 10,617,220 |
| 56) Risk Allocations | 1,132,132 | 1,093,455 | 1,091,566 | -0.17% | 1,092,044 | 1,092,434 | 1,092,835 | 1,092,835 |
| 57) Risk Financing & Workers Comp | 3,419,628 | 3,126,368 | 3,538,278 | 13.18% | 3,571,806 | 3,605,668 | 3,639,870 | 3,674,413 |
| | <u>20,397,386</u> | <u>27,579,353</u> | <u>27,108,363</u> | <u>-1.71%</u> | <u>31,324,127</u> | <u>32,312,036</u> | <u>32,445,889</u> | <u>33,412,574</u> |

50) As approved in the Multi-Year Fiscal Plan, the decrease reflects the appropriation of \$2.093 million reserve set aside in FY 2019 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY 2020, the \$2.093 million will be appropriated to support the increase in the Supervisor of Elections budget (\$1.387mil); \$573,131 allocated to support the increase in the Solid Waste hauling and recycling contracts; and \$135,869 to support in the increase in the transfer to the Capital Improvement Program.

51) Reflects reduction adjustment in department billings for phone and internet charges.

52) Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the history was also realigned for the CDA. FY20, the increase reflects personnel costs increase for salaries dispatchers based on a market study. Additional operating increases for uniforms, training, supplies, memberships, contractual services and professional fees for (\$41,495).

53) Increase costs associated with payments to the City of Tallahassee for fire services, the movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection, and new building and construction resulting in increased collection of fire assessment fees.

54) Line item funding is budgeted at level funding with continued funding for an additional five years in the amount \$100,000 per year for the Homeless Shelter Relocation.

55) Increase related to the increase CRA payment in the amount of \$449,000, the State Juvenile Justice Payment in the amount of \$677,768 due to a significant increase in the number of juvenile detention service days, increased payment for the 800Mhz system by \$131,927, offset by a decrease in funding for the Office of Economic Development of \$227,755 due to only having to fund one quarter of the year until the Sales Tax 2020 funding is available after January 1, 2020.

56) Reflects a decrease in cost allocations of insurance premiums associated with property, vehicle, and general liability.

57) The budget reflects a increases in the funding for the County's self insurance workers' compensation claims payments in the amount of \$400,000 due to a rise in the number of claims, and other County insurance premiums such as vehicle, excess deposit premium and general liability.

Debt Service

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 58) Debt Service | 8,052,098 | 7,575,318 | 7,569,535 | -0.08% | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| | <u>8,052,098</u> | <u>7,575,318</u> | <u>7,569,535</u> | <u>-0.08%</u> | <u>3,268,180</u> | <u>3,270,062</u> | <u>3,271,593</u> | <u>3,269,753</u> |

58) Reflects level debt service funding and the final payment on Series 2012A & Series 2012B Capital Improvement Revenue Bonds.

Capital Improvement Program

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| Budgeted Capital Reserves | 0 | 80,655 | 97,375 | 20.73% | 217,013 | 2,826,822 | 1,811,206 | 2,204,735 |
| Engineering Services | 15,048,741 | 10,172,545 | 9,663,988 | -5.00% | 14,958,873 | 10,008,465 | 12,725,105 | 12,478,005 |
| Facilities Management | 2,521,283 | 3,734,888 | 3,578,283 | -4.19% | 3,338,747 | 3,041,934 | 3,259,934 | 2,345,285 |
| Fleet Management | 3,138,427 | 2,967,308 | 2,552,545 | -13.98% | 4,455,750 | 4,065,000 | 3,959,000 | 4,273,000 |
| Management Information Services | 2,104,005 | 1,974,280 | 2,158,830 | 9.35% | 2,181,500 | 2,181,500 | 2,056,500 | 2,056,500 |
| Miscellaneous | 84,268 | 32,000 | 0 | -100.00% | 175,000 | 125,000 | 125,000 | 125,000 |
| Parks & Recreation | 1,384,890 | 1,680,000 | 3,160,000 | 88.10% | 925,000 | 1,350,000 | 825,000 | 1,421,440 |
| Public Works - Operations | 419,463 | 835,200 | 835,200 | 0.00% | 835,200 | 835,200 | 835,200 | 835,200 |
| Solid Waste | 2,846,008 | 403,665 | 170,852 | -57.67% | 170,852 | 170,852 | 170,852 | 170,852 |
| | <u>27,547,085</u> | <u>21,880,541</u> | <u>22,217,073</u> | <u>1.54%</u> | <u>27,257,935</u> | <u>24,604,773</u> | <u>25,767,797</u> | <u>25,910,017</u> |

59) The overall capital program increased by 1.54% from FY 2019. Significant projects include: \$2.80 million for Arterial/Collector/Local Road resurfacing; \$2.04 million for the Detention Center; \$1.6 million for Transportation and Stormwater improvements; \$1.484 million for the Sidewalk Program; \$1.227 million in EMS vehicle replacements; \$1.40 million is included for improvements to Apalachee Regional Park; \$935,334 for Building Mechanical Repair and Replacement; \$942,000 for Public Works vehicle and equipment replacement; \$800,000 for Chaires Park Improvements; \$735,500 for Building Roof repairs and replacements; \$680,580 in L.I.F.E projects from the 2020 Sales Tax Extension including Miccosukee Sense of Place, Rural Road Safety, Boat Landings, and Street Lighting; and \$481,250 for design work for Maylor Road Improvements. FY 2021 increase reflects construction of Maylor Road Improvements and other large scheduled construction projects.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Grants Administration

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| Byrne Grant | 150 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| Grant Economic Development | 107,344 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| Grants Adult Drug Court | 37,161 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| 60) Grants Court Admin | 99,799 | 125,000 | 0 | -100.00% | 0 | 0 | 0 | 0 |
| 61) Grants EMS | 58,155 | 60,000 | 60,000 | 0.00% | 60,000 | 60,000 | 60,000 | 60,000 |
| 62) Grants Housing | 781,173 | 0 | 50,000 | 0.00% | 50,000 | 50,000 | 50,000 | 50,000 |
| 63) Grant LLEBG | 0 | 40,000 | 40,000 | 0.00% | 40,000 | 40,000 | 40,000 | 40,000 |
| 64) Grants IDA | 84,835 | 84,835 | 84,836 | 0.00% | 86,533 | 88,263 | 90,028 | 91,829 |
| 65) Grants Library | 48,500 | 15,000 | 15,000 | 0.00% | 15,000 | 15,000 | 15,000 | 15,000 |
| Grants Parks | 63,839 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| Grants Public Works | 179,898 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| Emergency Management | 81,788 | 0 | 0 | 0.00% | 0 | 0 | 0 | 0 |
| | <u>1,542,643</u> | <u>324,835</u> | <u>249,836</u> | <u>-23.09%</u> | <u>251,533</u> | <u>253,263</u> | <u>255,028</u> | <u>256,829</u> |

- 60) Decrease reflects change in budgeted grant dollars for Veteran's Court being transferred directly to Court Administration from the State.
- 61) Reflects funds for grants received from the Florida Department of Health in support Emergency Medical Services.
- 62) Reflects funding for housing rehabilitation assistance from the Housing Finance Authority.
- 63) Reflects anticipated Law Enforcement Block Grant funding from the Department of Justice Juvenile Assistance Grant Program (JAG).
- 64) Reflects funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund which are paid to the Leon County School Board for the driver's education program.
- 65) Reflects expenditures associated with the receipt of donations from the Friends of the Library.

Transfers

| Department / Division | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------|-------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 66) Transfers | 51,283,200 | 42,234,280 | 47,539,076 | 12.56% | 52,924,485 | 53,374,766 | 51,962,056 | 54,139,164 |
| | <u>51,283,200</u> | <u>42,234,280</u> | <u>47,539,076</u> | <u>12.56%</u> | <u>52,924,485</u> | <u>53,374,766</u> | <u>51,962,056</u> | <u>54,139,164</u> |

- 66) Reflects an increase in transfers to the Supervisor of Elections for the presidential election cycle, to the Probation, Grant, and Radio Communications System (800 MHz) funds related to increase costs. Additional increases in transfers to the Municipal Fund for park maintenance, the Capital Improvements Fund to fund the Five-year Capital Improvement Plan, and the Solid Waste Fund related to an increase in the hauling and disposal and recycling contracts, and the proposed elimination of fees at the Rural Waste Service Centers. These increases are offset by decreases in transfers for the Transportation Improvements fund related to use of fund balance, Stormwater due to an increase in assessment revenue, and the Development Services and Environmental Management Fund due to an anticipated increase in fee revenue.

Summary Totals

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Adopted | Adopted Change | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------------------|--------------------|--------------------|--------------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| Leon County Government | 106,469,472 | 112,969,123 | 117,903,666 | 4.37% | 120,109,982 | 122,780,085 | 125,496,809 | 128,194,508 |
| Constitutional Officers | 88,880,624 | 92,113,522 | 97,959,146 | 6.35% | 100,666,142 | 105,148,111 | 109,646,191 | 115,811,600 |
| Judicial | 978,290 | 1,157,505 | 1,194,854 | 3.23% | 1,066,478 | 1,085,317 | 1,096,519 | 1,116,614 |
| Non-Operating | 20,397,386 | 27,579,353 | 27,108,363 | -1.71% | 31,324,127 | 32,312,036 | 32,445,889 | 33,412,574 |
| Capital | 27,547,085 | 21,880,541 | 22,217,073 | 1.54% | 27,257,935 | 24,604,773 | 25,767,797 | 25,910,017 |
| Debt Service | 8,052,098 | 7,575,318 | 7,569,535 | -0.08% | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| Grants | 1,542,643 | 324,835 | 249,836 | -23.09% | 251,533 | 253,263 | 255,028 | 256,829 |
| Total Budget Net Transfers | 253,867,598 | 263,600,197 | 274,202,473 | 4.02% | 283,944,377 | 289,453,647 | 297,979,826 | 307,971,895 |

Leon County Fiscal Year 2020 **Adopted** Budget

Expenditures by Mandatory, Non-Mandatory, Support and Self-Supporting

| Expenditure Summary by Category ¹ | FY18 Adopted | FY19 Adopted | % Change | FY20 Budget | % Change | Reference ² |
|--|--------------------|--------------------|---------------|--------------------|---------------|--|
| MANDATORY | | | | | | |
| Constitutional Officers | | | | | | |
| Supervisor of Elections | 4,259,755 | 4,118,199 | | 5,485,288 | | FS 129.202, FS 97-107 |
| Tax Collector | 5,211,560 | 5,245,038 | | 5,406,444 | | FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197 |
| Property Appraiser | 5,094,412 | 5,088,414 | | 5,059,837 | | FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200 |
| Sheriff | 71,452,517 | 75,476,503 | | 79,741,173 | | FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50 |
| Clerk of Court | 2,095,843 | 2,185,369 | | 2,266,404 | | FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16 |
| Subtotal | 88,114,087 | 92,113,523 | 4.54% | 97,959,146 | 6.35% | |
| Judiciary (Article V) | | | | | | |
| State Attorney | 111,734 | 133,300 | | 132,120 | | FL Const: Article V Sec. 14 & 17, FS 29.008 |
| Public Defender | 136,008 | 136,390 | | 134,980 | | FL Const: Article V Sec. 14 & 18, FS 29.008 |
| Guardian Ad Litem | 22,455 | 22,712 | | 23,425 | | FS 29.008, FS 39.8296 |
| Court Administration | 183,811 | 173,588 | | 175,554 | | FL Constitution: Article V, FS 29.008 |
| Legal Aid | 317,769 | 313,019 | | 311,404 | | FS 939.185(2) |
| Subtotal | 771,777 | 779,009 | 0.94% | 777,483 | -0.20% | |
| Charter | | | | | | |
| County Commission | 1,703,508 | 1,838,741 | | 1,880,430 | | FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter |
| County Attorney | 2,084,538 | 2,061,872 | | 2,121,437 | | Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01 |
| County Administrator's Office | 1,062,107 | 1,133,103 | | 1,199,472 | | Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7 |
| Subtotal | 4,850,153 | 5,033,716 | 3.78% | 5,201,339 | 3.33% | |
| Payments | | | | | | |
| CRA-Payment | 2,880,365 | 2,277,443 | | 2,733,540 | | FS 163.506 |
| Debt Service | 8,057,345 | 7,575,318 | | 7,569,535 | | FS 130 |
| Medical Examiner | 524,022 | 460,225 | | 540,441 | | FS 406.08 |
| Tubercular Care & Child Protection Exams | 61,000 | 61,000 | | 61,000 | | FS 392.68 |
| Baker and Marchmen Act | 638,156 | 638,156 | | 638,156 | | FS 394.76(3)b |
| Medicaid & Indigent Burial | 2,911,641 | 3,101,226 | | 3,335,672 | | Med: FS 409.915, IB: FS 406.50 |
| Tax Deed Applications | 45,000 | 45,000 | | 45,000 | | FS 197.502 |
| Juvenile Detention Payment | 877,710 | 900,000 | | 1,567,768 | | FS 985.686 |
| Subtotal | 15,995,239 | 15,058,368 | -5.86% | 16,491,112 | 9.51% | |
| Transportation/Stormwater | | | | | | |
| Public Works Support Services | 604,072 | 635,167 | | 605,428 | | |
| Engineering Services | 3,740,274 | 3,970,872 | | 3,976,392 | | FS 316.006(3) |
| Transportation Maintenance | 4,393,228 | 4,581,710 | | 4,674,502 | | FS 206.47(7), FS 206.60(2), FS 336.02(1) |
| Right of Way Maintenance | 2,863,387 | 2,965,534 | | 2,972,786 | | FS 337.401 |
| Capital Project Reimbursements | (350,000) | - | | - | | |
| Stormwater Maintenance | 3,265,372 | 3,374,244 | | 3,373,311 | | LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893 |
| Water Quality and TMDL Monitoring | - | - | | - | | FS 403.0885, US Code: 1342 Title 33 Chapter 26, Comp Plan: Section IV Policy No. 2.2.6 |
| Subtotal | 14,516,333 | 15,527,527 | 6.97% | 15,602,419 | 0.48% | |
| Growth Management | | | | | | |
| Development Services (not including Bldg Dept) | 935,084 | 840,265 | | 866,527 | | LCL: Chapter 10, FS 163.3180, FS 163.3202 |
| Environmental Compliance | 1,559,229 | 1,569,082 | | 1,626,593 | | County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021 |
| Development and Environmental - Support Services | 536,264 | 560,917 | | 607,249 | | Supports functions of Fund 121 |
| Subtotal | 3,030,577 | 2,970,264 | -1.99% | 3,100,369 | 4.38% | |
| Other | | | | | | |
| Veterans Services | 200,327 | 207,113 | | 220,698 | | FS 292.11 |
| Planning | 986,992 | 973,467 | | 1,145,289 | | FS 163.3174, FS 163.3167(2) |
| Court House Annex | 448,935 | 462,201 | | 495,142 | | FL Constitution: Article V, FS 29.008 |
| Property/Liability Insurance | 1,131,707 | 1,093,455 | | 1,091,566 | | |
| Subtotal | 2,767,961 | 2,736,236 | -1.15% | 2,952,695 | 7.91% | |
| Solid Waste | | | | | | |
| Transfer Station | 7,114,555 | 7,079,329 | | 8,315,757 | | FS 403.706 and Interlocal Agreement |
| Solid Waste Management Facility | 648,231 | 555,284 | | 454,849 | | FS 403.706 and Interlocal Agreement |
| Hazardous Waste | 682,230 | 696,707 | | 722,619 | | FS 403.7225, FS 403.704 |
| Subtotal | 8,445,016 | 8,331,320 | -1.35% | 9,493,225 | 13.95% | |
| TOTAL MANDATORY | 138,491,143 | 142,549,963 | 2.93% | 151,577,788 | 6.33% | |

Leon County Fiscal Year 2020 **Adopted** Budget

Expenditures by Mandatory, Non-Mandatory, Support and Self-Supporting

| Expenditure Summary by Category ¹ | FY18 Adopted | FY19 Adopted | % Change | FY20 Budget | % Change | Reference ² |
|--|-------------------|-------------------|--------------|-------------------|----------------|---|
| NON-MANDATORY | | | | | | |
| Jail Detention/Mental Health Coordination | 51,422 | 41,542 | | 42,870 | | FL Const: Article V Section 14(c), FS 29.008 |
| Pre-Trial Release | 1,186,589 | 1,229,551 | | 1,400,119 | | Provided alternative to incarceration |
| Code Enforcement | 283,779 | 499,839 | | 515,037 | | Numerous Leon County Code of Laws |
| Economic Development | 304,983 | 304,755 | | 77,000 | | FS 951.26 |
| Community and Media Relations | 609,241 | 672,832 | | 779,612 | | FS 125.001 |
| Volunteer Services | 198,865 | 207,259 | | 216,339 | | FS 125.9503, County Emergency Management Plan |
| Parks and Recreation | 3,076,060 | 3,016,978 | | 3,123,613 | | |
| Cooperative Extension | 455,990 | 433,603 | | 429,723 | | FS 1004.37 |
| Alternative Stabilization | | | | | | |
| Mosquito Control | 846,566 | 847,506 | | 851,209 | | FS 388.161-162 |
| Library | 7,007,788 | 7,200,086 | | 7,215,120 | | |
| Housing Services | 578,087 | 559,103 | | 585,596 | | FS 420.9075, FS 420.9079, FS 125.0103(7) |
| Health Department | 237,345 | 237,345 | | 237,345 | | FS 154.01 |
| Animal Control | 1,497,552 | 1,478,951 | | 1,600,104 | | FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 - Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D-3.040 |
| Probation | 1,163,145 | 1,237,417 | | 1,243,195 | | Provides an alternative to the County Jail |
| Rural Waste Service Centers | 676,213 | 659,917 | | 680,923 | | |
| Yard Waste | 608,894 | 417,092 | | 388,181 | | |
| Primary Health Care | 2,021,508 | 1,831,620 | | 1,828,022 | | FS 154.011, LCL: Ch 11-Article XVII Sec. 11 |
| Human Svs - Sr. Outreach Progs. | | | | | | |
| Office of Sustainability | 307,686 | 312,706 | | 322,550 | | |
| Strategic Initiatives | 788,568 | 746,007 | | 831,822 | | |
| Real Estate | 302,064 | 299,410 | | 355,111 | | |
| Subtotal | 22,202,345 | 22,233,519 | 0.14% | 22,723,491 | 2.20% | |
| Agreements/Payments | | | | | | |
| Fire Department - City Payment | 7,423,538 | 7,554,132 | | 7,852,738 | | FS 125.01(1)d and Interlocal Agreement |
| City Payment - Parks Rec/Animal Shelter | 1,327,749 | 1,384,178 | | 1,443,005 | | Interlocal Agreement with City of Tallahassee |
| Subtotal | 8,751,287 | 8,938,310 | 2.14% | 9,295,743 | 4.00% | |
| Outside Agency Funding | | | | | | |
| Council on Culture & Arts (COCA) | 1,468,956 | 1,572,625 | | 1,318,462 | | Ordinance 2006-34 |
| Tallahassee Trust for Historic Pres. | | | | | 63,175 | Ordinance 2006-34 |
| DISC Village/Juvenile Assessment Center | 222,759 | 222,759 | | 222,759 | | Ordinance 2006-34 |
| Mission San Luis | | | | | | Ordinance 2006-34 |
| Big Brothers/Big Sisters | | | | | | Ordinance 2006-34 |
| United Partners for Human Services | | | | | 23,750 | Ordinance 2006-34 |
| Whole Child Leon | | | | | 38,000 | Ordinance 2006-34 |
| Dick Howser Center | | | | | | Ordinance 2006-34 |
| Trauma Center | | | | | 200,000 | Ordinance 2006-34 |
| Oasis Center | | | | | | Ordinance 2006-34 |
| Keep Tallahassee Beautiful | | | | | 21,375 | Ordinance 2006-34 |
| St. Francis Wildlife | | | | | | Ordinance 2006-34 |
| Economic Development Council | | | | | 207,000 | Ordinance 2006-34 |
| Hope Community | | | | | | Ordinance 2006-34 |
| Mothers in Crisis | | | | | | Ordinance 2006-34 |
| Miracle League | | | | | | Ordinance 2006-35 |
| Corey Simon Success Center | | | | | | Ordinance 2006-34 |
| Team Child/Legal Aid | | | | | | Ordinance 2006-34 |
| Domestic Violence Coord. Council | | | | | | Ordinance 2006-35 |
| Kids Voting | | | | | | Ordinance 2006-36 |
| Domestic Violence Coordinating Council | 25,000 | 25,000 | | 25,000 | | |
| Homeless Shelter Relocation | 100,000 | 100,000 | | 100,000 | | |
| Subtotal | 1,816,715 | 1,920,384 | 5.71% | 1,666,221 | -13.24% | |
| Miscellaneous | | | | | | |
| Late Night Media | | | | | | |
| Youth Sports Teams | - | - | | - | | |
| Human Services CHSP | 1,365,720 | 1,370,293 | | 1,480,524 | | County Policy No. 01-04 |
| Military Grant | 100,000 | 100,000 | | 100,000 | | County Policy No. 03-18 |
| Summer Youth Employment | 40,000 | 40,606 | | 40,666 | | |
| Volunteer Fire Department | 482,479 | 482,479 | | 482,479 | | |
| Diversionsary Funding | 100,000 | 100,000 | | 100,000 | | |
| Southwood Prop. Share Pay. (Woodville Highway) | | | | | | |
| Goodwood Conference Center | | | | | | |
| Blueprint 2000 | 377,817 | 636,693 | | 436,719 | | |
| CRTPA | 122,669 | - | | - | | |
| Subtotal | 2,588,685 | 2,730,071 | 5.46% | 2,640,388 | -3.29% | |
| Event Sponsorships | | | | | | |
| Celebrate America | 2,500 | 2,500 | | - | 2,500 | Ordinance 2006-34 |
| Dr. Martin Luther King Celebration | 4,500 | 4,500 | | - | 4,500 | Ordinance 2006-34 |
| Capital City Classic | 5,000 | 5,000 | | - | 5,000 | Ordinance 2006-34 |
| Community Events | 15,000 | 15,000 | | 15,000 | | |
| North Florida Homeless Veterans Stand Down | 10,000 | 10,000 | | 10,000 | | |
| NAACP Freedom Awards Banquet | - | - | | - | | Ordinance 2006-34 |
| After School Jazz Jams | - | - | | - | | Ordinance 2006-34 |
| Honor Flight | 20,000 | 20,000 | | 20,000 | | Ordinance 2006-34 |
| Operation Thank You! | 15,900 | 15,900 | | 15,900 | | Ordinance 2006-34 |
| New Years Eve Celebration | - | - | | - | | Ordinance 2006-34 |
| Soul Santa | - | - | | - | | Ordinance 2006-34 |
| Veterans Day Parade | 5,000 | 5,000 | | 5,000 | | Ordinance 2006-34 |
| Subtotal | 65,900 | 65,900 | 0.00% | 65,900 | 0.00% | |
| TOTAL NON-MANDATORY | 35,424,932 | 35,888,184 | 1.31% | 36,391,743 | 1.40% | |

Leon County Fiscal Year 2020 **Adopted** Budget

Expenditures by Mandatory, Non-Mandatory, Support and Self-Supporting

| Expenditure Summary by Category ¹ | FY18 Adopted | FY19 Adopted | % Change | FY20 Budget | % Change | Reference ² |
|--|--------------------|--------------------|----------------|--------------------|----------------|--|
| SUPPORT FUNCTIONS | | | | | | |
| Office of Management & Budget/Risk Management | 978,606 | 997,014 | | 1,025,650 | | FS 129 |
| Facilities Management | 8,886,031 | 9,216,905 | | 9,575,012 | | FS 29.008 Maintains County Facilities |
| Human Resources | 1,418,564 | 1,405,087 | | 1,509,093 | | Implement Federal and State legislation regarding employment practices |
| Management Information Services | 6,641,127 | 6,962,794 | | 7,191,373 | | FS 29.008 Maintains all County information systems - emails, hardware, software, etc |
| Purchasing | 631,950 | 617,901 | | 603,731 | | FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401 |
| Geographic Information Systems | 1,983,854 | 2,041,572 | | 2,103,224 | | Interlocal Agreement with the City of Tallahassee |
| Non-Operating (Audit, Bank Charges, etc.) | 897,604 | 862,159 | | 986,387 | | |
| TOTAL SUPPORT FUNCTIONS | 21,437,736 | 22,103,432 | 3.11% | 22,994,470 | 4.03% | |
| BUDGETED RESERVES | | | | | | |
| Salary Contingency | - | - | | - | | |
| Budgeted Contingency, all funds | 566,437 | 2,411,003 | | 324,003 | | |
| TOTAL BUDGETED RESERVES | 566,437 | 2,411,003 | 325.64% | 324,003 | -86.56% | |
| TOTAL GENERAL REVENUE SUPPORTED | 195,920,248 | 202,952,582 | 3.59% | 211,288,004 | 4.11% | |
| SELF SUPPORTING AND INTERNAL SERVICES | | | | | | |
| Building Inspection | 1,902,799 | 1,889,750 | | 1,969,134 | | Numerous FS cites - see division page |
| Fleet Management | 2,932,906 | 2,718,129 | | 2,891,643 | | |
| Risk Management - Workers Comp | 3,094,658 | 3,126,368 | | 3,538,278 | | Workers Compensation, Property, Liability Insurance |
| Communications Trust Fund | 1,464,634 | 1,697,092 | | 1,477,683 | | |
| Teen Court | 75,554 | 70,815 | | 71,099 | | FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28 |
| Drug Abuse Trust Fund | 96,038 | 87,068 | | 80,750 | | |
| Judicial Programs | 216,601 | 266,138 | | 303,402 | | FS 939.185, LCL: Ch 7-Article II Section 7-24 |
| SHIP | | | | | | FS 420.9073 |
| Other Grant Related Activity | 997,458 | 785,113 | | 728,543 | | |
| Emergency Management Grant Match | 121,155 | 121,155 | | 121,221 | | |
| Emergency Management Grants | 207,307 | - | | 224,993 | | |
| 9-1-1 Funding | 1,181,550 | 1,240,790 | | 1,215,400 | | FS 365.171 |
| Consolidated Dispatch Agency (CDA) ³ | 2,482,569 | 2,774,529 | | 2,896,461 | | FS 365.171 |
| Emergency Medical Services (EMS) | 17,465,446 | 17,604,362 | | 18,049,763 | | FS 125.01(1)e, LCL: Ch 8-Article III Section 8 |
| Tourism Development Funding | 3,983,153 | 4,394,308 | | 4,997,821 | | |
| Primary Healthcare MSTU | | | | | | FS 154.011, LCL: Ch 11-Article XVII Section 11 |
| Killlearn Lakes Special Assessment | 232,500 | 232,500 | | 232,500 | | Interlocal Agreement with the City of Tallahassee |
| 800 Mhz Radio Support | 1,685,926 | 1,509,893 | | 1,641,820 | | |
| Huntington Oaks Plaza | 86,545 | 94,901 | | 86,535 | | |
| Drug & Alcohol Testing | 154,222 | 154,163 | | 170,349 | | |
| TOTAL SELF SUPPORTING AND INTERNAL SERVICES | 38,381,021 | 38,767,074 | 1.01% | 40,697,395 | 4.98% | |
| TOTAL OPERATING BUDGET | 234,301,269 | 241,719,656 | 3.17% | 251,985,399 | 4.25% | |
| TOTAL CAPITAL BUDGET | 19,360,201 | 21,799,886 | 12.60% | 22,119,698 | 1.47% | |
| TOTAL CAPITAL RESERVES | 62,130 | 80,655 | 29.82% | 97,375 | 20.73% | |
| GRAND TOTAL | 253,723,600 | 263,600,197 | 3.89% | 274,202,473 | 4.02% | |

Notes:

1. Definitions of categories:

- Mandatory: Required expenditures per the Florida Constitution, Florida Statutes or the County Charter. For purposes of this exercise, there may be certain functions that have components that are non-mandatory, but the amounts are not significant enough to break-out. Although an expenditure is included in the Mandatory category, the County does not necessarily need to continue to provide the service at its current level.

- Non-Mandatory: Expenditures that are not required.

- Support Functions: Includes departments and programs that provide services that benefit all of County government. As with the mandatory category, portions of these functions can be performed at a lower level of service.

- Budgeted Reserves: Includes budgeted reserves for raises and contingencies.

- Self Supporting - Programs that have a dedicated revenue stream and therefore do not receive general revenue for support.

2. References - Citations in Florida Statutes or local ordinance that govern the service. References in categories other than mandatory govern the administration of the activity and do not specify that the service is required.

3. Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the history was also realigned for the CDA.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

(FY 2020 Revenue Estimates projected in Millions at 95%)

AD VALOREM PROPERTY TAXES (\$138.81)

Ad Valorem property taxes are derived from all nonexempt real and personal property located within the County. (MSTU Ad Valorem not included)

LOCAL OPTION GAS TAX (\$6.90)

This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel originally levied in 2009. In September 2013, the County and City amended the Inter-local Agreement, which authorizes the extension of 6 cents gas tax, with an allocation of 50/50 between the County and the City, being in effect from October 1, 2015. At the September 10th, 2013 meeting, the Board approved levying an additional 5 cents to be shared 50/50 between the County and City.

9TH CENT GAS TAX (\$1.49)

This tax was a State imposed 1 cent tax on gasoline and diesel fuel. Beginning in FY02, the County began to levy the amount locally on all fuel consumption.

STATE SHARED GAS TAX (\$4.38)

Tax derived from the County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures.

ENVIRONMENTAL PERMITS (\$1.71)

Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations.

BUILDING PERMITS (\$1.98)

Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of plan review and inspections to ensure that development activity meets local, state and federal building code requirements.

LOCAL OPTION SALES TAX (\$4.54)

The Local Government Infrastructure Sales Tax (Local Option) is a 1 cent sales tax on all transactions up to \$5,000. Effective December 2004, the sales taxes are disbursed at 80% for Blueprint 2000, 10% County and 10% City. In a November 2014 referendum, the sales tax was extended for another 20 years beginning on January 1, 2020.

LOCAL GOVERNMENT 1/2 CENT SALES TAX (\$13.20)

The Local Government 1/2 Cent Sales Tax is the largest amount of revenue among state-shared revenue sources for local government. The funding source is based on the transfer of 9.744 percent of net sales tax proceeds remitted by all sales tax dealers located within the County. Revenue is shared between County (56.6%) and City (43.4%) based on a statutory defined distribution formula.

LOCAL COMMUNICATIONS SERVICES TAX (\$3.33)

This Communications Services Tax (CST) tax applies to telecommunications, video, direct-to-home satellite and

related services. The CST is comprised of the State of Florida CST and the Local CST. The County levies the Local Communications Services Tax at a rate of 5.22%.

PUBLIC SERVICE TAX (\$9.16)

The Public Service Tax is based upon a 10% levy on gas, water, electric services and \$.04 per gallon on fuel oil.

STATE REVENUE SHARING TAX (\$5.82)

The Florida Legislature repealed the intangible tax revenues which comprised the majority of the County's revenue sharing in 2002. The Legislature replaced the lost revenue with a 2.0810% of sales tax collections (currently 98.56% of revenue sharing comes from this source and 2.9% comes from cigarette tax collections).

LOCAL OPTION TOURIST TAX (\$5.92)

This is a locally imposed 5% tax levied on rentals and leases of less than six months duration. On December 9, 2014, the Board amended TDC ordinances and restated the Grant Funding Agreement with Council on Culture & Arts (COCA), reallocating a total 1¼-cent TDT to COCA; FY19 is the last year of the 5-year agreement for the additional ¼-cent. The ¼-cent will be reallocated to support other TDC programs beginning in the FY20 budget.

EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$18.77)

Funding for emergency medical services is provided by a .50 mill municipal service taxing unit (MSTU) property tax and ambulance transport fees.

PROBATION FEES (\$0.65)

The Probation fees are a combination of County court probation fees, alternative community service fees, no-show fees, and pretrial release fees. These fees are collected from individuals committing infractions that fall within the jurisdiction of Leon County Courts.

SOLID WASTE FEES (\$8.86)

These revenues include tipping fees and assessments collected by the County for sorting, reclaiming and disposing of solid waste at the County landfill and transfer station.

FIRE SERVICES FEE (\$7.98)

This fee adopted on June 9, 2009, is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area to pay for fire services. On June 23, 2015, the Board approved a new fee schedule.

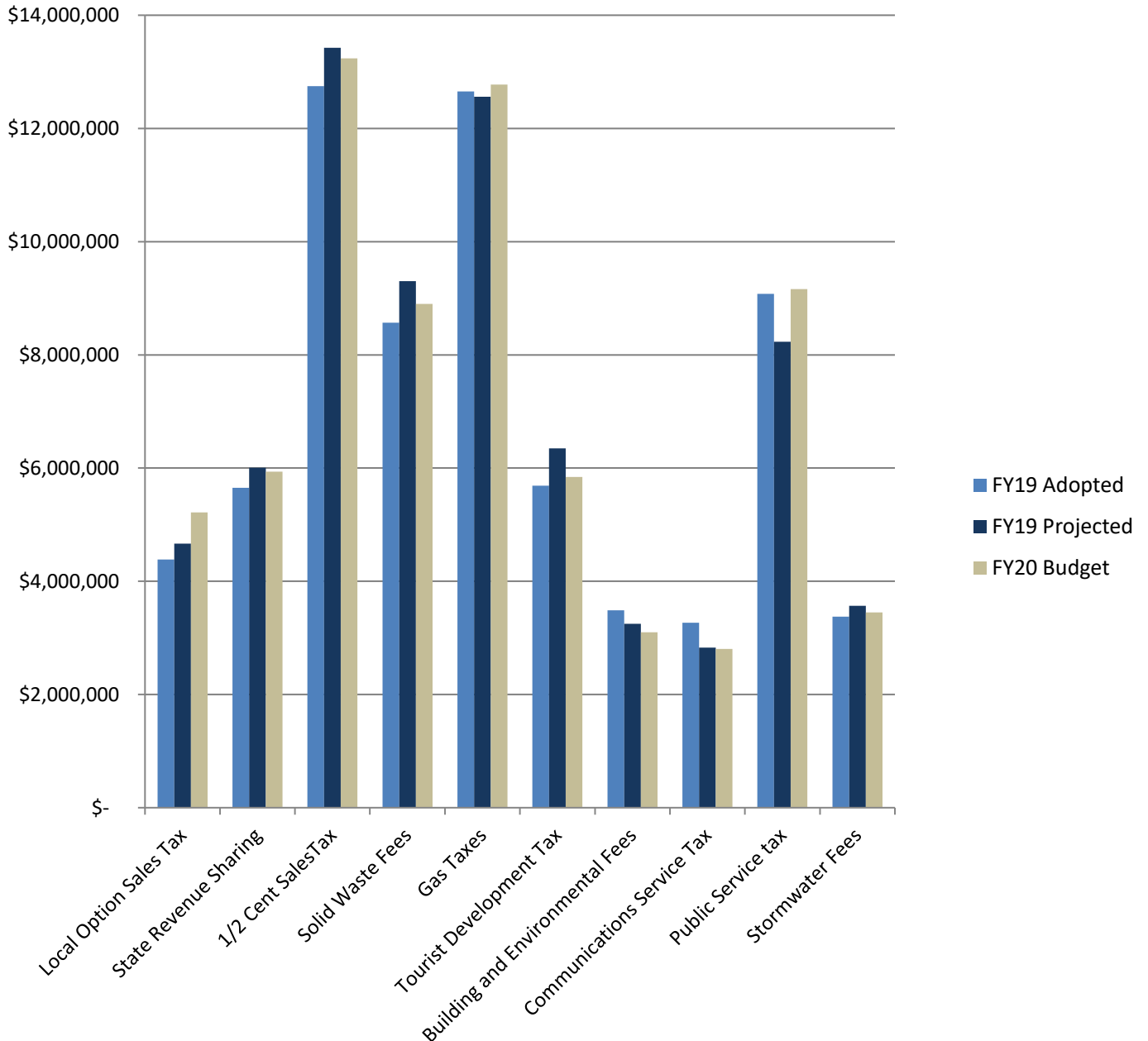
COURT FACILITIES FEE (\$0.60)

Court Facilities Fees are established to fund "state court facilities" as defined in Chapter 29, Florida Statutes (2009) and are collected through a surcharge placed on non-criminal traffic infractions.

Leon County Fiscal Year 2020 **Adopted** Budget

Major Revenues

FY 2019 AND FY 2020 REVENUE PROJECTIONS

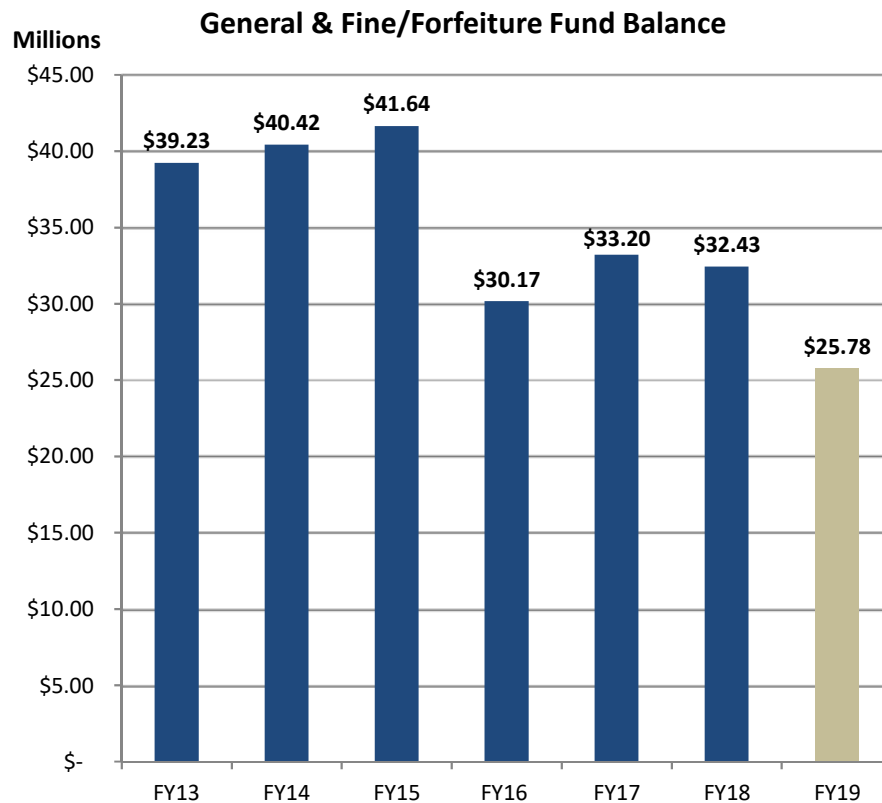


Adopted Budget FY 2019, Projected Actual Collections FY 2019, and Budget FY 2020:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2019, and the FY 2020 budget estimates. The chart depicts FY 2020 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

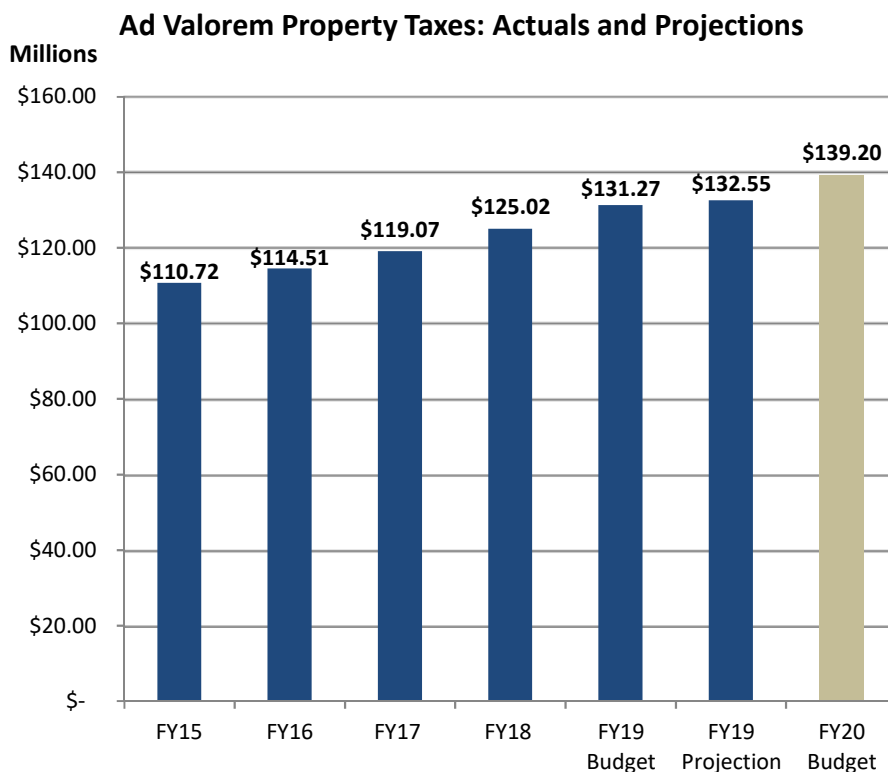


General Fund – Fund Balance

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The decrease between FY15 and FY16 is due to the mid-year appropriation of \$9.6 million to fund one-time capital projects. The audited year ending fund balance for FY 2017 was \$33.20 million and the unaudited balance for FY 2018 is \$32.43 million.

The FY 2019 estimated fund balance includes a forecasted \$17 million in FEMA reimbursements from a grant application filed for storm damage related to Hurricane Michael anticipated to be obligated and received by year-end. An additional \$5 million in Hurricane Michael reimbursement is expected to be obligated by early FY 2020. This fund balance reflects 17% of FY 2019 operating expenditures.

The unaudited year ending fund balance estimate for FY 2019 is \$25.78 million. To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2019 General & Fine/Forfeiture Fund Balance would have to remain between \$22.5 million and \$45.0 million. As depicted, the fund balance is within this range.



Ad Valorem Property Taxes

Ad Valorem Taxes are derived from all non-exempt real and personal properties located within Leon County. The non-voted countywide millage rate is constitutionally capped at 10 mills (Article VII, Section 9(a) and (b)).

The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies.

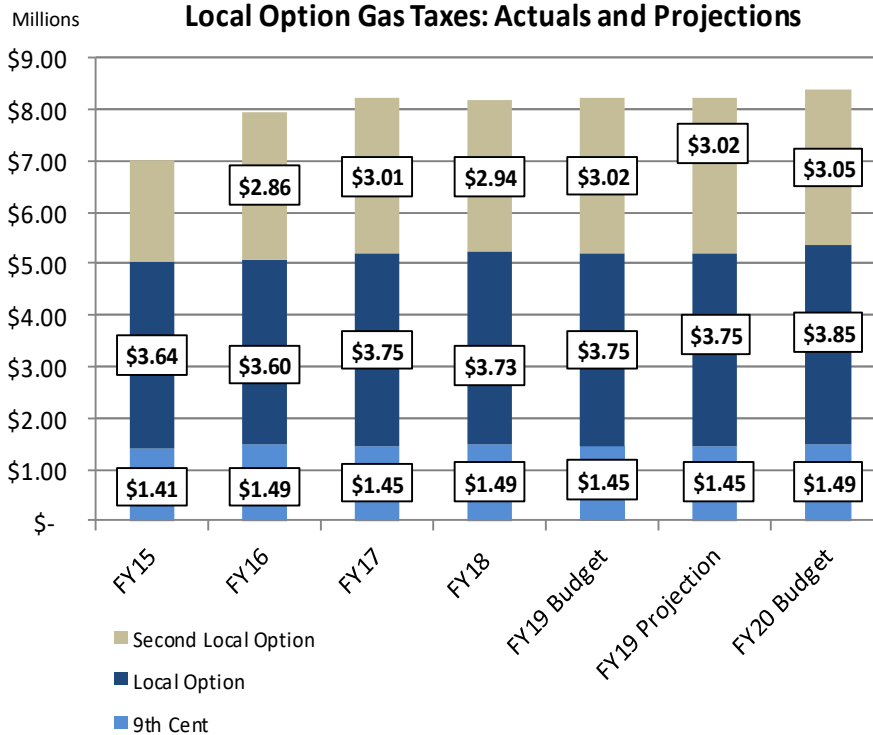
In January 2008, a constitutional amendment was passed that established restrictions on property valuations, such as an additional \$25,000 homestead exemption and Save Our Homes tax portability. These restrictions limit future growth in ad valorem taxes. Due to an increase in property values, with the millage rate remaining 8.3144, the FY 2019 projected actual Ad Valorem Taxes will increase from FY 2018.

Fiscal Year 2020 Ad Valorem Tax budget reflects a 6.05% increase in Ad Valorem revenue collections based on property valuations provided by the Property Appraiser's Office on July 1, 2019.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Local Option Gas Taxes: Actuals and Projections



Local Option Gas Taxes:

Background:

9th Cent Gas Tax: This tax was a State imposed 1 cent tax on special and diesel fuel. Beginning in FY02, the County began to levy the amount locally on all fuel consumption.

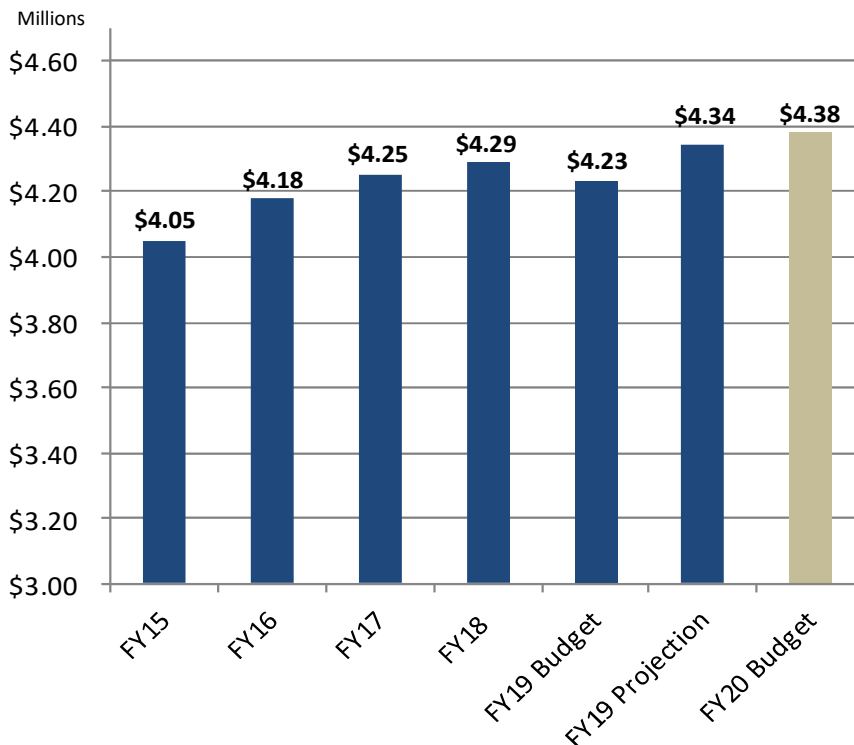
Local Option Gas Tax: This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel. Funds are restricted to transportation related expenditures. In September 2013, the County and City amended the Inter-local Agreement, which authorizes the extension of 6 cents gas tax, with an allocation of 50/50 between the County and the City, being effect from October 1, 2015. This tax will not sunset until FY 2045.

2nd Local Option: On September 10, 2013, the Board approved levying an additional five-cent gas tax, to be split with the City 50/50. Beginning in January 2014, the County began to levy this tax on all motor fuel consumption in Leon County.

The amounts shown are the County's share only.

This is a consumption-based tax on gallons purchased. In FY14, Leon County implemented a new 2nd local option 5-cent gas tax. Collections have been increasing since FY16 due to improved economic conditions and lower gas prices, which caused an increase in consumption from FY16 to FY17. With the increase in more fuel-efficient vehicle options, the revenue has remained level as indicated by a slight increase of 2.1% in the FY20 estimate over the FY19 budget.

State Shared Gas Tax: Actuals and Projections



State Shared Gas Taxes:

The State Shared Gas Tax consists of two discrete revenue streams: County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures (Florida Statutes 206). The revenues are disbursed from the State based on a distribution formula consisting of county area, population, and collection.

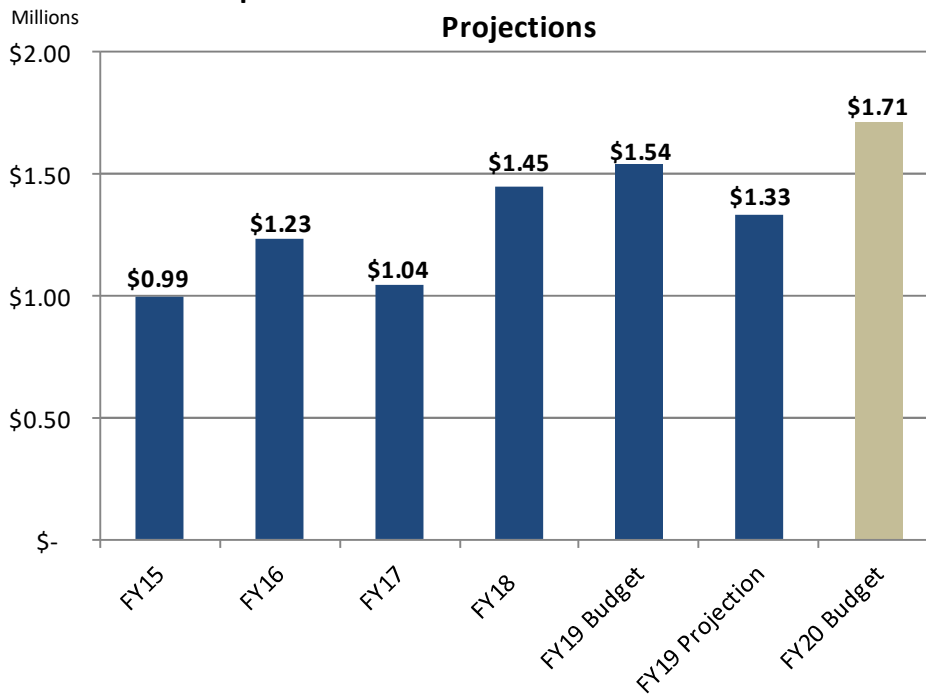
Since the recession, there has been a decline in fuel prices resulting in moderately increased consumption leading to moderate growth in the tax. Consumption of fuel has been dampened by more fuel-efficient cars and changes in driving habits remaining from the period when fuel prices were high.

The FY19 projection is slightly higher than the FY18. Leon County is anticipating collecting more gas tax revenue than budgeted based on year to date revenue collections and highway fuel sales estimates. The FY19 actuals projects a modest increase of 1.3% in this revenue over FY18 and 3.6% growth in FY20.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Development & Environmental Permit Fees: Actuals and Projections

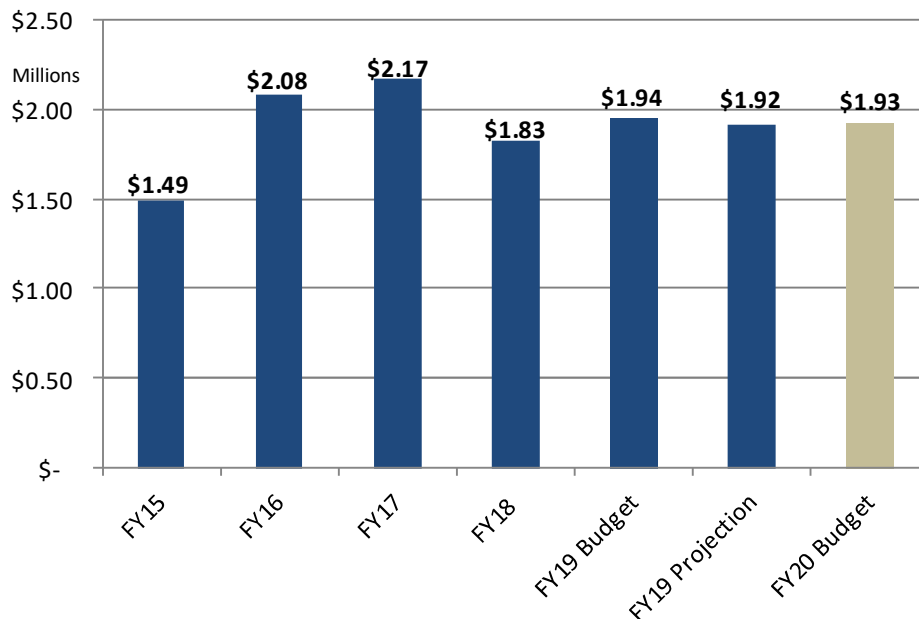


Environmental Permit Fees:

Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations. On March 11, 2008 the Board approved an overall fee increase of 20% in addition to adopting new fees for Growth Management. The new fees were implemented immediately, and the overall fee increase was effective as of October 1, 2008.

Post-recession, permitting revenues have fluctuated from FY16 to FY18. A slight upward trend is expected as new land developments are designed and permitted in FY19 and FY20.

Building Permit Fees: Actuals and Projections



Building Permit Fees:

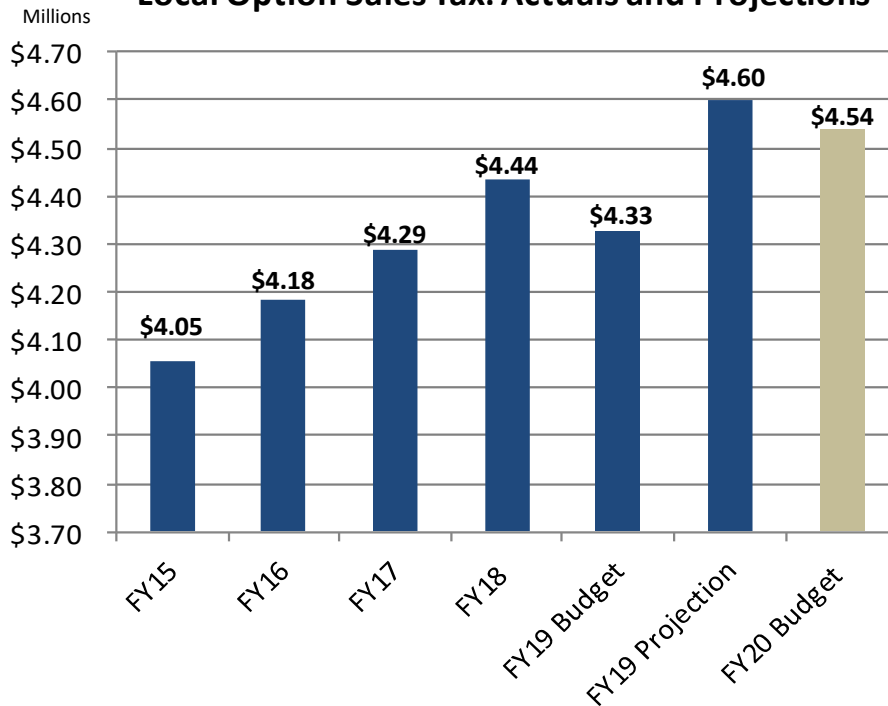
Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of plan review inspections to assure that development activity meets local, state, and federal building code requirements. The County only collects these revenues for development occurring in the unincorporated area. As a result of a fee study, the Board adopted the first revised fee study in more than ten years. The fee increase was implemented in three phases: 34% on March 1, 2007; 22% on October 1, 2007; and a final 7% on October 1, 2008.

FY16 – FY17 showed increased commercial and housing construction activity indicating a steady economy. With construction returning to normal levels, as reflected in the FY19 projection, the FY20 estimate indicates a level activity based on current permitting activity.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Local Option Sales Tax: Actuals and Projections



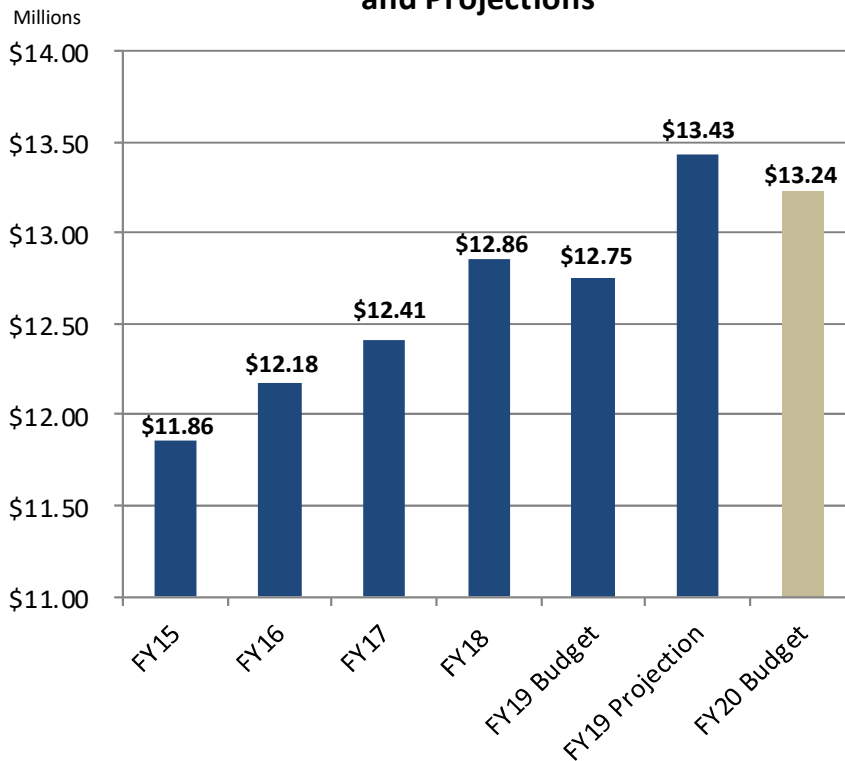
Local Option Sales Tax:

The Local Option Sales Tax is a 1 cent sales tax on all transactions up to \$5,000. In a November 2000 referendum, the sales tax was extended for an additional 15 years beginning in 2004. In a November 2014 referendum, the sales tax was extended for another 20 years beginning in 2019. The revenues are distributed at a rate of 10% to the County, 10% to the City, and 80% to Blueprint 2000.

The amounts shown are the County's share only.

Leon County continues to see an increase in sales tax collections indicating an expanding consumer economy. Year-to-date collections are up almost 4.6%. The FY19 projected forecast shows the County sales tax collections increasing by 4.5% over the FY18 Actuals. FY20 budget reflects a 4.9% growth indicating a continued upward trend in sales tax collections.

Local Government 1/2 Cent Sales Tax: Actuals and Projections



Local Government 1/2 Cent Sales Tax:

The Local Government 1/2 Cent Sales Tax is based on 8.9744% of net sales tax proceeds remitted by all sales tax dealers located within the State. On July 1, 2004, the distribution formula reduced the County's share to 8.814% or a net reduction of approximately 9.5%. The revenue is split 56.6% County and 43.4% City based on a statutory defined distribution formula (Florida Statutes Part VI, Chapter 218). On April 9, 2015, the House approved the House Tax Cut Package, HB 7141, which changed the formula, but there is no impact to the portion of Local Government 1/2 Cent Sales Tax.

The amounts shown are the County's share only.

Since the middle of the economic recovery, this revenue has continued to trend slightly upward. The FY20 preliminary budget shows a 3.8% increase over the FY19 budget indicating a continued upward trend in growth in the economy and consumer spending.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Local Communications Services Tax: Actuals and Projections

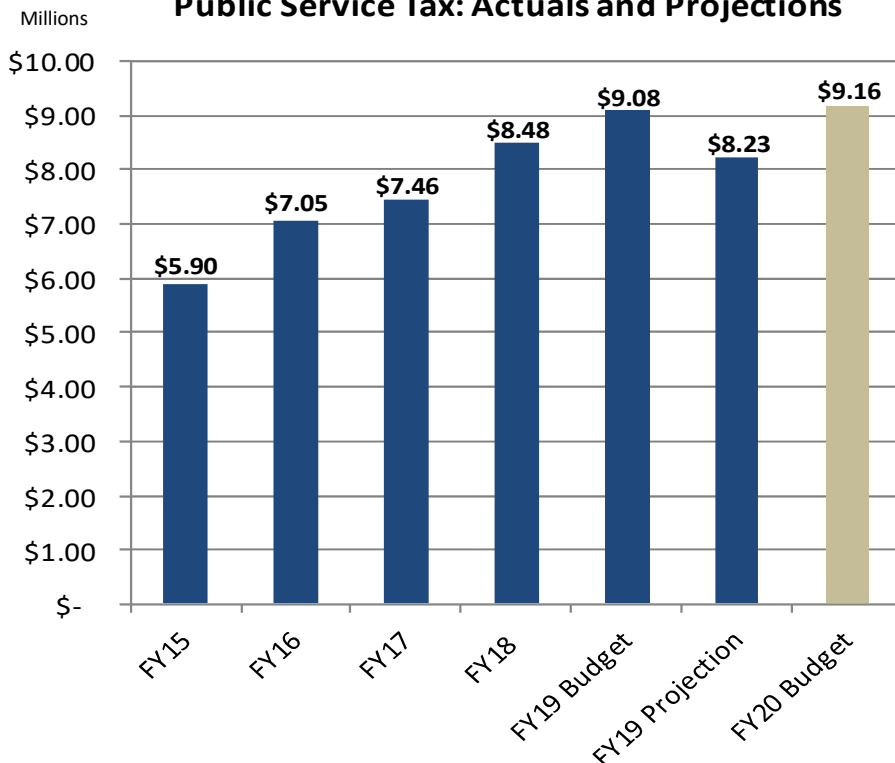


Communications Services Tax:

The Communication Services Tax (CST) combined seven different State and local taxes or fees by replacing them with a two-tiered tax, each with its own rate. These two taxes are (1) the State Communication Services Tax and (2) the Local Communication Services Tax. The County correspondingly eliminated its 5% Cable Franchise Fee and certain right-of-way permit fees. Becoming a Charter county allowed the County to levy at a rate of 5.22%. This rate became effective in February of 2004.

This chart reflects only the local CST. Statewide the CST has been in decline the past four years. Initially, Leon County was not following the trend; however, in FY15, proceeds began declining. Part of this decline is due to the Florida Department of Revenue notifying the county's Office of Financial Stewardship of an adjustment in the amount of \$329,729 due to erroneous overpayment of local taxes. This adjustment will be deducted from future monthly distributions effective March 2018. This adjustment will be spread over 36 months and will average a monthly deduction of \$9,159.

Public Service Tax: Actuals and Projections



Public Service Tax:

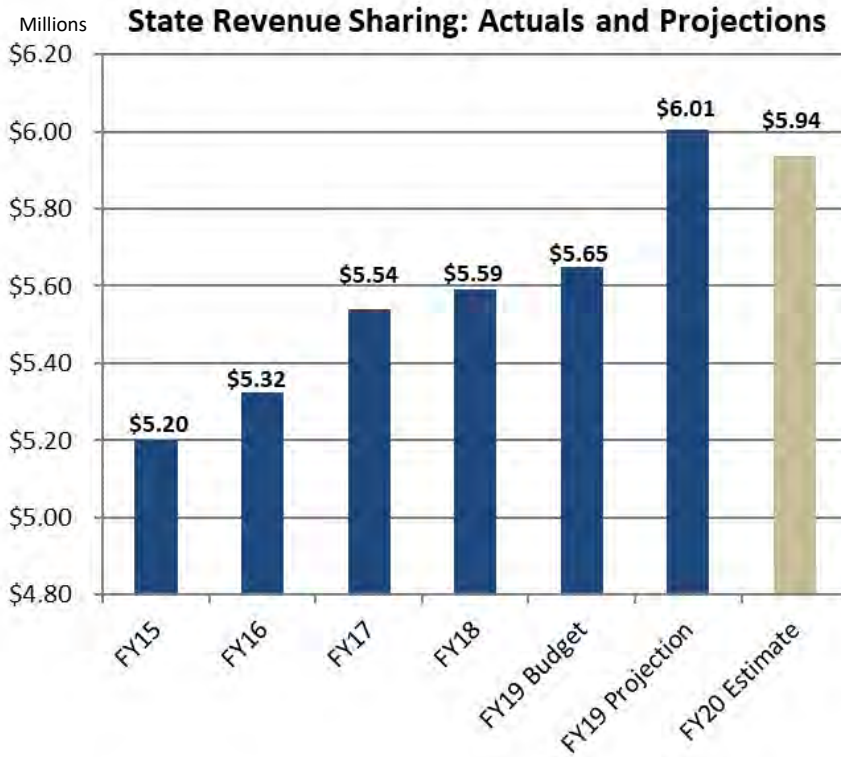
The Public Services Tax is a 10% tax levied upon each purchase of electricity, water, and metered or bottled gas within the unincorporated areas of the County. It is also levied at \$0.04 per gallon on the purchase of fuel oil within the unincorporated areas of the County. This tax became effective on October 1, 2003.

Due to its consumption basis, this tax is subject to many variables including rates and usage. Revenues have steadily trended upwards since FY09; however, in 2013 the City of Tallahassee determined it had incorrectly overpaid \$2.1 million on the electric portion of the tax for the past three years. The payback began in March 2013 and ended in March 2016 which accounts for the FY16 increase.

With the completion of the payback schedule to the City of Tallahassee as referenced above, revenues have steadily increased. Current projections indicate a slight growth associated with an improving economy. The FY20 estimate indicates a modest increase of 1% over the FY19 budget.

Leon County Fiscal Year 2020 Adopted Budget

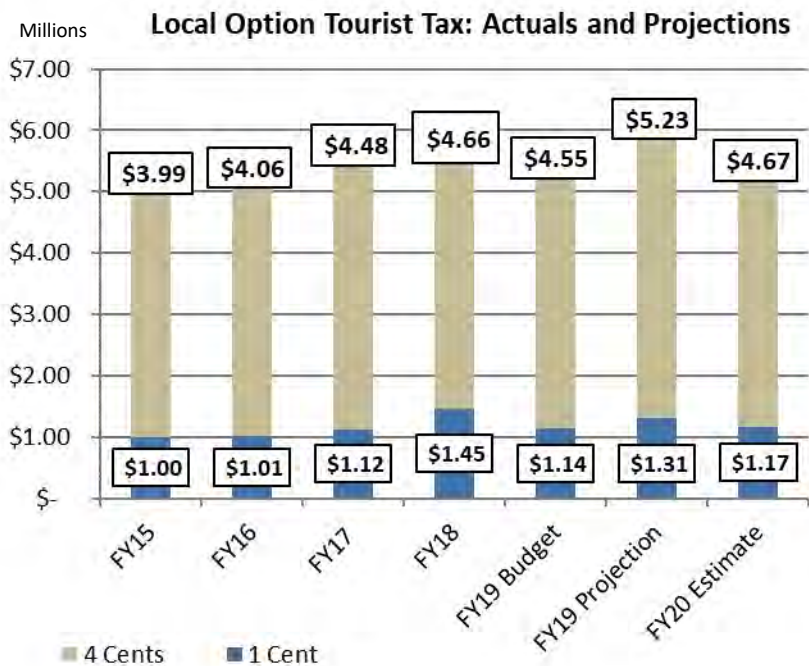
Major Revenues



State Revenue Sharing:

The Florida Revenue Sharing Act of 1972 was an attempt by the Legislature to ensure a minimum level of parity across units of local government when distributing statewide revenue. Currently, the Revenue Sharing Trust Fund for Counties receives 2.9% of the net cigarette tax collections and 2.25% of sales and use tax collections. On July 1, 2004, the distribution formula reduced the County's share to 2.044% or a net reduction of approximately 10%. The sales and use tax collections provide 96% of the total revenue shared with counties, with the cigarette tax collections making up the small remaining portion. These funds are collected and distributed on a monthly basis by the Florida Department of Revenue.

Leon County continues to collect increasing state revenue sharing taxes since the recession ended. This indicates a growing confidence in consumer spending, which has continued through FY19. The FY20 forecast is anticipated to continue to increase due to consistent consumer spending. Current year revenues are meeting the projected forecast.



Local Option Tourist Tax:

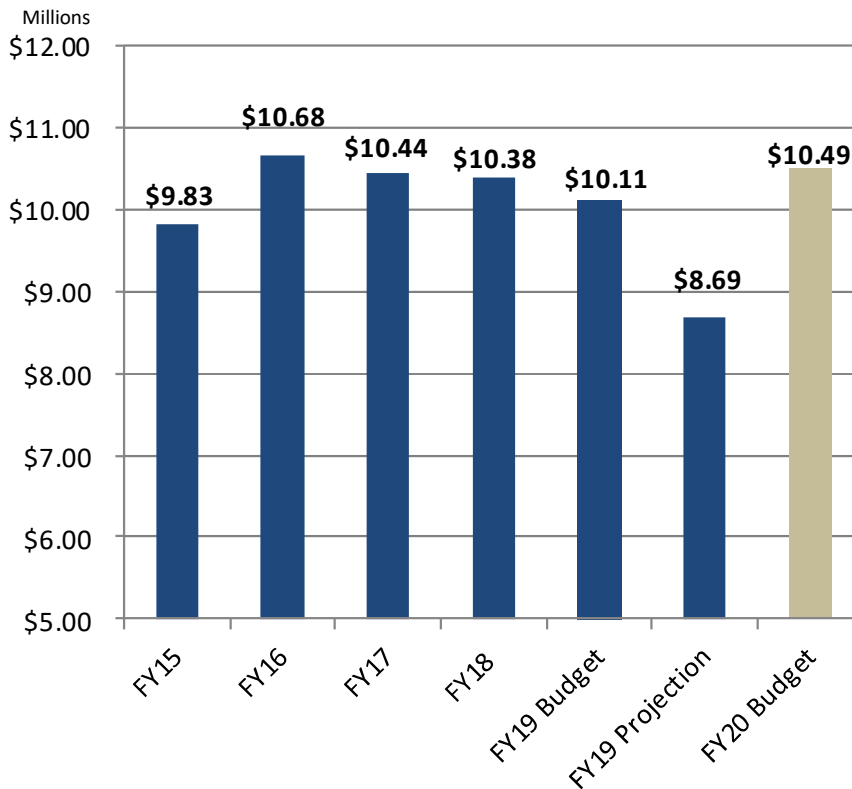
The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than 6-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida Statute 125.014). On March 19, 2009, the Board approved to increase total taxes levied on rentals and leases of less than 6-month duration by 1%. The total taxes levied are now 5%. The additional 1% became effective on May 1, 2009 and is used for marketing as specified in the TDC Strategic Plan.

Improved economic conditions allowed for an increase in tourist tax due to more visitors. Along with an increase in available rooms, increased room rates, and the occupancy of hotel rooms in Leon County by displaced homeowners and storm recovery crews, the Hurricane Michael recovery increased the FY19 projection significantly. This is a one-time event as and the FY20 estimated budget reflects a nominal increase over FY19.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Ambulance Fees: Actuals and Projections



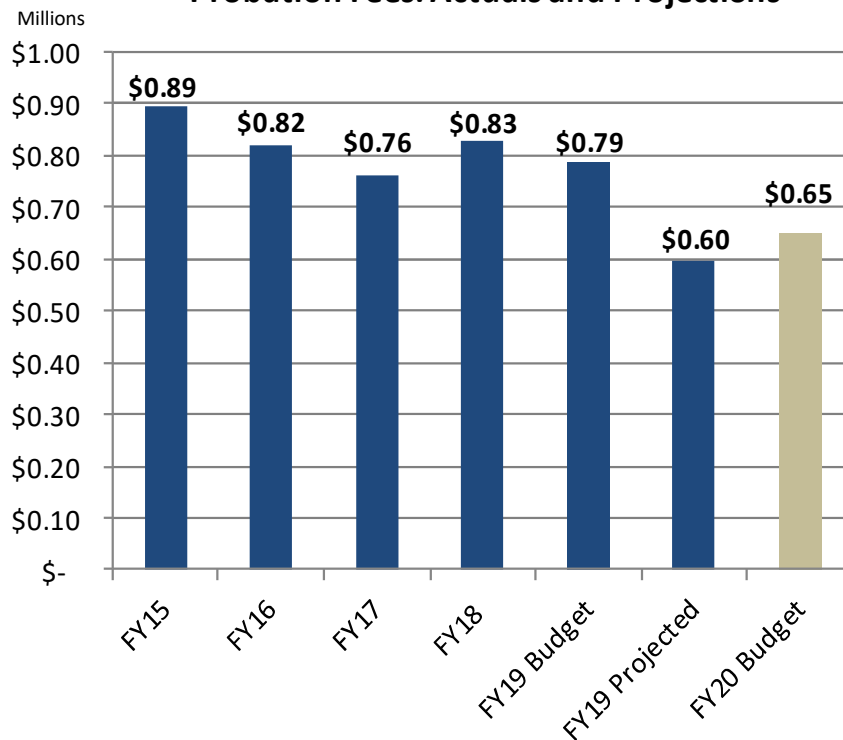
Ambulance Fees:

Leon County initiated its ambulance service on January 1st of 2004. Funding for the program comes from patient billings and a Countywide Municipal Services Tax. The amounts shown are the patient billings only.

The EMS system bills patients based on the use of an ambulance transport to the hospital. As with a business, the County has an ongoing list of patients/insurers that owe the County monies (outstanding receivables).

In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. In order to more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. Due to outstanding receivable billings, the fee reduction did not directly affect FY18 collections. Actual collections are projected to increase by 3.8% in FY19 due to the collection of outstanding billings from the previous rates. Revenue is anticipated to decline then moderate as new billings at lower rates are collected.

Probation Fees: Actuals and Projections



Probation Fees:

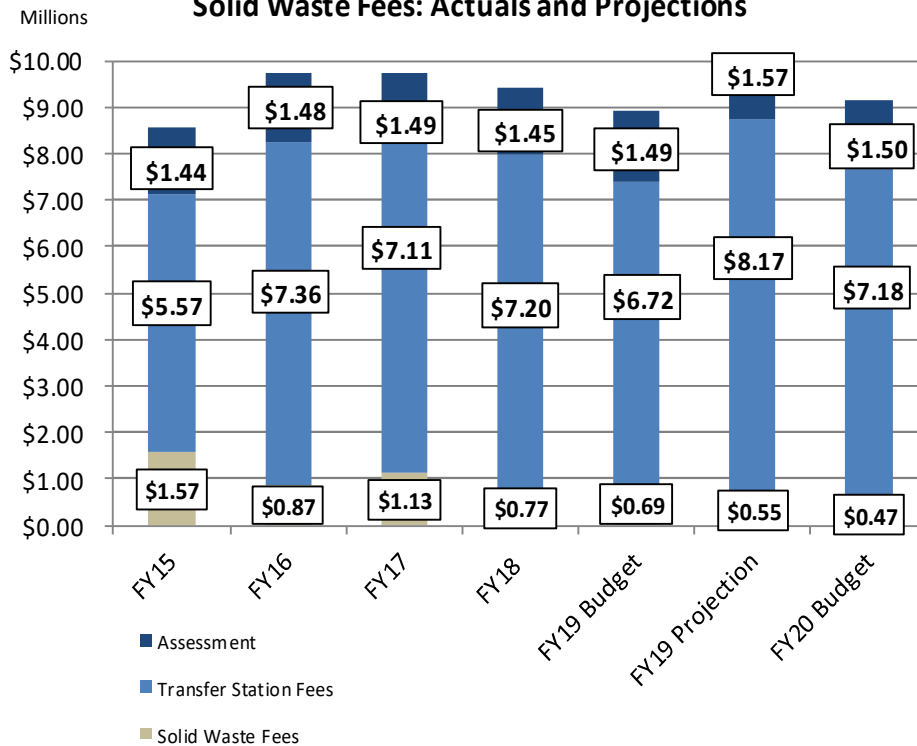
The Probation Fees are a combination of County court probation fees, alternative community service fees, no-show fees (all governed by Florida Statute 948) and pretrial release fees (governed by an Administrative Order). These fees are collected from individuals committing infractions that fall within the jurisdiction of Leon County Courts. The amount of each individual fee is expressly stated in either the Florida Statute or the Administrative Order.

Revenues collected through Probation and Pre-Trial fees have steadily declined since FY15. This can be attributed to a decline in Probation and Pre-Trial caseloads, associated with early termination of sentences and a decrease in court ordered GPS (Global Positioning Satellite) electronic monitoring/tracking and withheld adjudications for offenders unable to afford fees. FY19 projected revenue is expected to be lower than the budget as the amount of fees that go uncollected remains consistent. The FY20 estimated budget shows a continued decline in revenue.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues

Solid Waste Fees: Actuals and Projections



Solid Waste Fees:

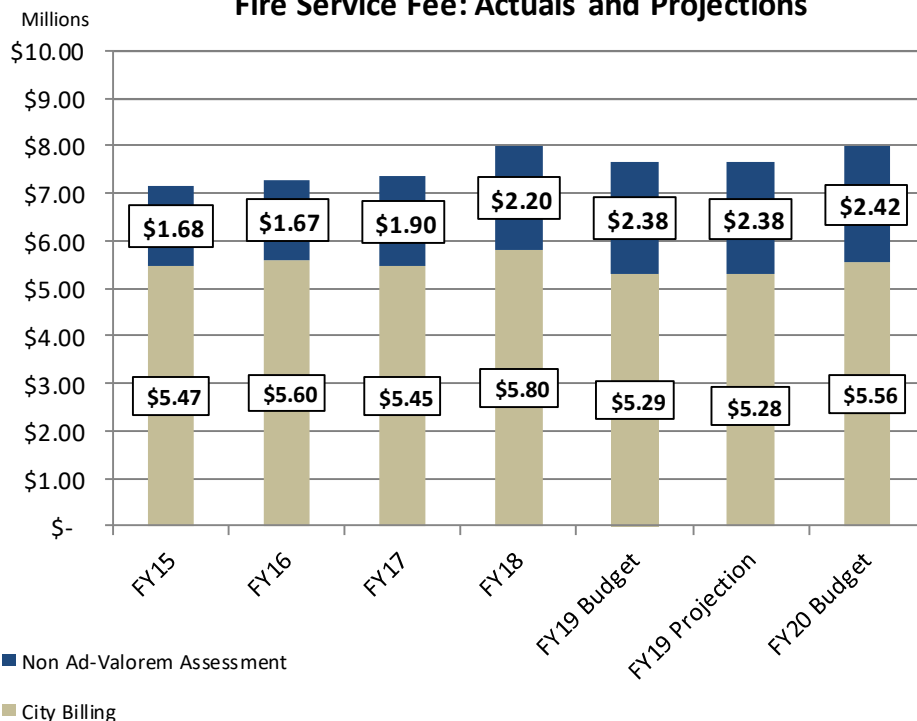
Solid Waste Fees are collected for sorting, reclaiming, disposing of solid waste at the County landfill and transfer station. Revenues collected will be used for the operation of all solid waste disposal sites.

In October 2008, the County entered into a contractual agreement with Marpan Recycling. The Solid Waste Management Facility is no longer accepting Class II waste as of January 1, 2009. This contract caused a decline in revenues at the Solid Waste Management Facility. However, expenditures were adjusted to reflect the change in operations at the facility.

Leon County has experienced three years of back-to-back hurricanes. During FY19, Hurricane Michael caused an increase in refuse to the transfer station. FY17 and FY18 actuals were also higher than budget due to hurricanes Hermine and Irma, respectively, causing an increase in refuse to the transfer station.

FY20 budget indicates an increase of 2.7% in revenue collections based on tonnage and an increase in the tipping fee from \$38.80 to \$42.15 per ton. An increase in the hauling and disposal contract was renegotiated with the contractor in FY19, effective October 1, 2019. Even with the increase the tip fee is the lowest in the region.

Fire Service Fee: Actuals and Projections



Fire Services Fee:

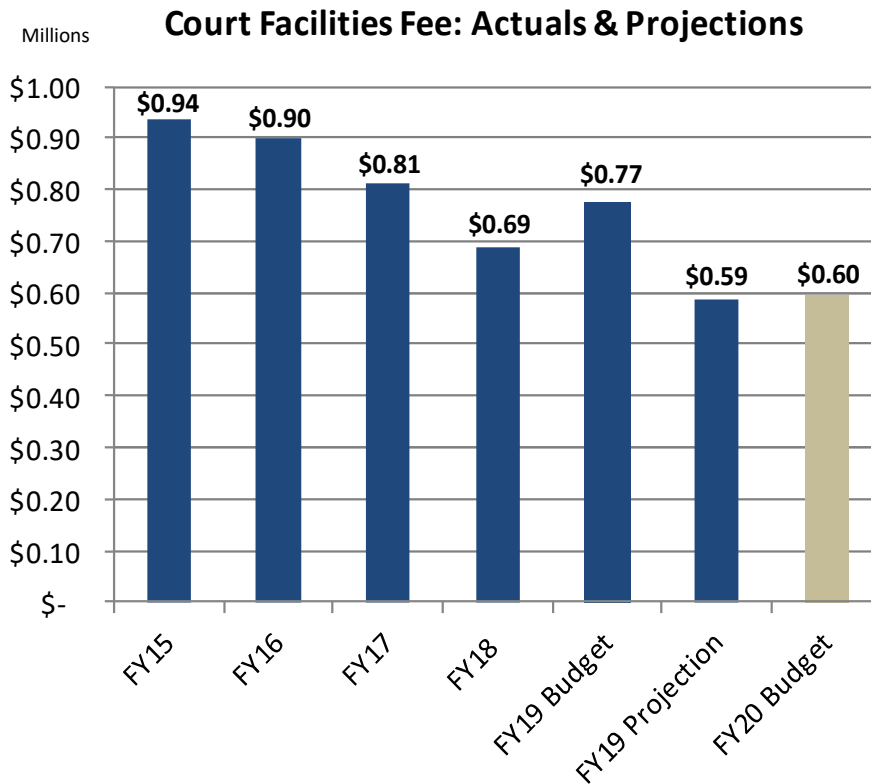
The fire service fee is collected for enhanced fire protection services in the unincorporated area of Leon County.

This fee was adopted June 9, 2009 and is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area of the County to pay for fire services. On June 23, 2015, the Board approved an increased new fee schedule beginning in FY16, with 15% reduction for the first two fiscal years, to delay the full fiscal impact on rate payers. The expiration of this discount in FY18 resulted in an increase in revenue collected.

Property owners in the unincorporated area, not on city utilities, are billed quarterly. Those who do not pay their bills are transferred to the property tax bill as a non-ad valorem assessment. This accounts for the increase in the non-ad valorem assessment collections. FY20 is anticipated to follow that same trend.

Leon County Fiscal Year 2020 Adopted Budget

Major Revenues



Court Facilities Fee:

Court Facilities Fees are established to fund "state court facilities" as defined in Chapter 29, Florida Statutes (2009). On June 19, 2009, legislation approved permitting counties to change the surcharge placed on non-criminal traffic infractions from \$15 to \$30. In FY18 the County collected \$0.69 million in these fees but expended more than \$8.65 million on behalf of the State Court system.

The Board approved the increase surcharges on August 25, 2009.

In FY10, an approved fee increase resulted in increased revenues. Due to a decline in the issuance of moving traffic violations tickets over the past few years, this revenue has continued to decline. A comparison of the FY15 actual and the FY19 projected actuals shows a 34% decline in revenue. For the FY20 budget, estimates show a decrease of 23% indicating a continued sharp decline in citations issued.

Leon County Fiscal Year 2020 Adopted Budget

Recommended Position Changes

Positions Additions and Deletions

| Leon County Government | FTE | Impact | Judicial and Constitutionals | FTE | Impact |
|--|--------------|--------------------|---|-------------|-------------------|
| Strategic Initiatives | | | Constitutionals | | |
| Community and Media Relations (CMR) | | | Sheriff - Law Enforcement | | |
| Graphic and Website Design Lead ¹ | 1.00 | \$ 74,851 | Uniform Patrol Deputy | 4.00 | \$ 256,544 |
| Total CMR | 1.00 | \$ 74,851 | Crime Analyst | 2.00 | \$ 113,130 |
| Office of Information and Technology | | | Information Technology Analyst | 1.00 | \$ 69,250 |
| Management Information Services (MIS) | | | Property and Evidences Supervisor | 1.00 | \$ 83,539 |
| Applications Systems Analyst I ¹ | -1.00 | \$ (59,230) | Total Sheriff | 8.00 | \$ 522,463 |
| Total MIS | -1.00 | \$ (59,230) | Supervisor of Elections | | |
| Total Leon County Government | | | Administrative Services Specialist | 1.00 | \$ 84,047 |
| | - | \$ 15,621 | Total Elections | 1.00 | \$ 84,047 |
| | | | Total Constitutionals | 9.00 | \$ 606,510 |
| | | | Total County, Judicial and Constitutionals | | |
| | | | | 9.00 | \$ 622,131 |

Positions Reclassifications

| Former Position Title | FTE | Impact | New Position Title | FTE | Impact |
|--|--------------|--------|---|--------------|------------------|
| Administration | | | Administration | | |
| Assistant County Administrator | 2.00 | | Assistant County Administrator | 2.00 | \$ - |
| <i>The two Assistant County Administrator positions were re-classed from a PG 62 to a PG 63 with no fiscal impact.</i> | | | | | |
| Office of Information Technology | | | Office of Information Technology | | |
| Network & Technical Services Manager | 1.00 | | Director of Information Technology Operations | 1.00 | \$ - |
| <i>The Network & Technical Services Manager position was re-classed from a PG 59 to a PG 59SR with no fiscal impact.</i> | | | | | |
| Application & Database Manager | 1.00 | | Director of Applications & Development | 1.00 | \$ - |
| <i>The Application & Database Manager position was re-classed from a PG 59 to a PG 59SR with no fiscal impact.</i> | | | | | |
| Department of Development Support & Environmental Management | | | Department of Development Support & Environmental Management | | |
| Planner I ² | 1.00 | | Planner II | 1.00 | \$ 10,292 |
| Administrative Associate IV ³ | 1.00 | | Operations Analyst | 1.00 | \$ 5,404 |
| Administrative Associate V ⁴ | 1.00 | | Customer Service Liaison | 1.00 | \$ - |
| Office of Public Safety | | | Office of Public Safety | | |
| Emergency Medical Services | | | Emergency Medical Services | | |
| 4 Part-time paramedics ⁵ | 2.40 | | 2 Fulltime Charge Paramedics | 2.00 | \$ (22,481) |
| Animal Control | | | Animal Control | | |
| Administrative Associate ⁶ | 1.00 | | Animal Control Officer | 1.00 | \$ 3,591 |
| Office of Resource Stewardship | | | Office of Resource Stewardship | | |
| Facilities Management | | | Facilities Management | | |
| Administrative Associate IV ⁷ | 1.00 | | Operations Specialist | 1.00 | \$ 16,369 |
| Parks & Recreation | | | Parks & Recreation | | |
| Park Attendant ⁸ | 1.00 | | Heavy Equipment Operator | 1.00 | \$ 1,570 |
| Total Leon County Government | 12.40 | | | 12.00 | \$ 14,745 |

Notes:

- Community and Media Relations adds one Website Design Coordinator realigned from Management Information Services' Application Systems Analyst I position.
- Planner I reclassified to a Planner II with a fiscal impact of \$10,292.
- Administrative Associate IV reclassified to an Operations Analyst to maintain managerial oversight and the level of services anticipated by customers for a fiscal impact of \$5,404.
- Administrative Associate V reclassified to a Customer Service Liaison with no fiscal impact.
- EMS personnel changes reflect the conversion of 4 part-time paramedics to 2 fulltime Charge Paramedics for a cost savings of \$22,481. This will reduce EMS FTEs by .40.
- Administrative Associate V reclassified to an Animal Control Officer with a fiscal impact of \$3,591.
- Administrative Associate IV reclassified to a Management Analyst with a fiscal impact of \$16,369.
- Park Attendant reclassified to a Heavy Equipment Operator with a fiscal impact of \$1,570.

Leon County Fiscal Year 2020 **Adopted** Budget

Authorized Position Summary

Board of County Commissioners

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| County Commission | 14.00 | 14.00 | 14.00 | 0.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |
| | 14.00 | 14.00 | 14.00 | 0.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |

Administration

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| County Administration | 5.00 | 5.00 | 5.00 | 0.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Strategic Initiatives | 12.50 | 12.50 | 12.50 | 1.00 | 13.50 | 13.50 | 13.50 | 13.50 | 13.50 |
| Human Resources | 12.00 | 12.00 | 12.00 | 0.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |
| Emergency Management | 7.00 | 7.00 | 7.00 | 0.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |
| | 36.50 | 36.50 | 36.50 | 1.00 | 37.50 | 37.50 | 37.50 | 37.50 | 37.50 |

Office of Information and Technology

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Management Information Services | 44.34 | 44.34 | 44.34 | (1.00) | 43.34 | 43.34 | 43.34 | 43.34 | 43.34 |
| Geographic Information Systems | 14.66 | 14.66 | 14.66 | 0.00 | 14.66 | 14.66 | 14.66 | 14.66 | 14.66 |
| | 59.00 | 59.00 | 59.00 | (1.00) | 58.00 | 58.00 | 58.00 | 58.00 | 58.00 |

County Attorney's Office

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| County Attorney | 12.00 | 12.00 | 12.00 | 0.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |
| | 12.00 | 12.00 | 12.00 | 0.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |

Department of Public Works

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| PW Support Services | 4.00 | 4.00 | 4.00 | 0.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Operations | 138.00 | 138.00 | 138.00 | 0.00 | 138.00 | 138.00 | 138.00 | 138.00 | 138.00 |
| Engineering Services | 35.00 | 36.00 | 36.00 | 0.00 | 36.00 | 36.00 | 36.00 | 36.00 | 36.00 |
| Fleet Management | 9.00 | 9.00 | 9.00 | 0.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| | 186.00 | 187.00 | 187.00 | 0.00 | 187.00 | 187.00 | 187.00 | 187.00 | 187.00 |

Department of Development Support & Environmental Management

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|------------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Customer Engagement Services | 3.75 | 2.25 | 2.25 | 0.00 | 2.25 | 2.25 | 2.25 | 2.25 | 2.25 |
| DS Support Services | 2.50 | 3.40 | 3.40 | 0.00 | 3.40 | 3.40 | 3.40 | 3.40 | 3.40 |
| Code Compliance Services | 5.00 | 6.25 | 6.25 | 0.00 | 6.25 | 6.25 | 6.25 | 6.25 | 6.25 |
| Building Plans Review & Inspection | 24.75 | 24.20 | 24.20 | 0.00 | 24.20 | 24.20 | 24.20 | 24.20 | 24.20 |
| Environmental Services | 17.00 | 16.90 | 16.90 | 0.00 | 16.90 | 16.90 | 16.90 | 16.90 | 16.90 |
| Development Services | 9.00 | 9.00 | 9.00 | 0.00 | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| | 62.00 | 62.00 | 62.00 | 0.00 | 62.00 | 62.00 | 62.00 | 62.00 | 62.00 |

Department of PLACE

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Planning Department ¹ | 23.50 | 23.50 | 23.50 | 0.00 | 23.50 | 23.50 | 23.50 | 23.50 | 23.50 |
| | 23.50 | 23.50 | 23.50 | 0.00 | 23.50 | 23.50 | 23.50 | 23.50 | 23.50 |

1. The joint Planning Department position costs are split based on the percentage of population in the unincorporated and incorporated area of the County at 34.2% and 65.8% between the County and the City.

Leon County Fiscal Year 2020 **Adopted** Budget

Authorized Position Summary

Office of Financial Stewardship

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Office of Management and Budget | 7.00 | 7.00 | 7.00 | 0.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |
| Risk Management | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Purchasing | 8.00 | 8.00 | 8.00 | 0.00 | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Real Estate Management | 3.00 | 3.00 | 3.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| | 19.00 | 19.00 | 19.00 | 0.00 | 19.00 | 19.00 | 19.00 | 19.00 | 19.00 |

Division of Tourism

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Tourism Development | 12.00 | 12.00 | 12.00 | 0.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |
| | 12.00 | 12.00 | 12.00 | 0.00 | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 |

Office of Public Safety

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Emergency Medical Services | 128.20 | 128.20 | 128.20 | (0.40) | 127.80 | 127.80 | 127.80 | 127.80 | 127.80 |
| Animal Control | 7.00 | 7.00 | 7.00 | 0.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |
| | 135.20 | 135.20 | 135.20 | (0.40) | 134.80 | 134.80 | 134.80 | 134.80 | 134.80 |

Office of Library Services

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Library Services | 101.70 | 101.70 | 101.70 | 0.00 | 101.70 | 101.70 | 101.70 | 101.70 | 101.70 |
| | 101.70 | 101.70 | 101.70 | 0.00 | 101.70 | 101.70 | 101.70 | 101.70 | 101.70 |

Office of Intervention & Detention Alternatives

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-----------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| County Probation | 16.00 | 16.00 | 16.00 | 0.00 | 16.00 | 16.00 | 16.00 | 16.00 | 16.00 |
| Supervised Pretrial Release | 14.00 | 14.00 | 14.00 | 0.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |
| Drug & Alcohol Testing | 2.00 | 2.00 | 2.00 | 0.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| | 32.00 | 32.00 | 32.00 | 0.00 | 32.00 | 32.00 | 32.00 | 32.00 | 32.00 |

Office of Human Services & Community Partnerships

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Human Services | 2.00 | 2.00 | 2.00 | 0.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Veteran Services | 3.00 | 3.00 | 3.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Housing Services | 6.00 | 6.00 | 6.00 | 0.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Volunteer Services | 2.00 | 2.00 | 2.00 | 0.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| | 13.00 | 13.00 | 13.00 | 0.00 | 13.00 | 13.00 | 13.00 | 13.00 | 13.00 |

Office of Resource Stewardship

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Office of Sustainability | 2.50 | 2.50 | 2.50 | 0.00 | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 |
| Parks and Recreation | 30.00 | 30.00 | 30.00 | 0.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 |
| Facilities Management | 38.00 | 40.00 | 40.00 | 0.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 |
| Solid Waste | 28.15 | 27.15 | 27.15 | 0.00 | 27.15 | 27.15 | 27.15 | 27.15 | 27.15 |
| | 98.65 | 99.65 | 99.65 | 0.00 | 99.65 | 99.65 | 99.65 | 99.65 | 99.65 |

Leon County Fiscal Year 2020 **Adopted** Budget

Authorized Position Summary

Constitutional

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Clerk of the Circuit Court | 168.00 | 168.00 | 168.00 | 0.00 | 168.00 | 168.00 | 168.00 | 168.00 | 168.00 |
| Property Appraiser | 52.00 | 52.00 | 52.00 | 0.00 | 52.00 | 52.00 | 52.00 | 52.00 | 52.00 |
| Sheriff | 628.00 | 642.00 | 641.00 | 8.00 | 649.00 | 649.00 | 649.00 | 649.00 | 649.00 |
| Supervisor of Elections | 19.00 | 19.00 | 19.00 | 1.00 | 20.00 | 20.00 | 20.00 | 20.00 | 20.00 |
| Tax Collector | 86.00 | 86.00 | 86.00 | 0.00 | 86.00 | 86.00 | 86.00 | 86.00 | 86.00 |
| | 953.00 | 967.00 | 966.00 | 9.00 | 975.00 | 975.00 | 975.00 | 975.00 | 975.00 |

Judicial

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Court Administration | 2.72 | 2.72 | 3.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Other Court-Related Programs | 5.78 | 5.78 | 5.50 | 0.00 | 5.50 | 5.50 | 5.50 | 5.50 | 5.50 |
| | 8.50 | 8.50 | 8.50 | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 8.50 |

Non-Operating

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Other Non-Operating ² | 4.50 | 4.50 | 3.50 | 0.00 | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 |

Grants Administration

| Authorized Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Grants Court Admin | 2.00 | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Summary

| | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Total Full-Time Equivalents (FTE) | 1,772.55 | 1,788.55 | 1,784.55 | 8.60 | 1,793.15 | 1,793.15 | 1,793.15 | 1,793.15 | 1,793.15 |

2. Non-Operating includes the following Office of Economic Vitality (OEV) County supported positions: Director of Economic Vitality, MWBE Coordinator, Legal Assistant; and 50% of the Director of Planning, Land Management & Community Enhancement (PLACE).

Leon County Fiscal Year 2020 **Adopted** Budget

Authorized OPS Position Summary

Department of Public Works

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Operations | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

Department of Development Support & Environmental Management

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Development Services | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

Division of Tourism

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|---------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Tourism Development | 0.00 | 0.50 | 0.50 | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| | 0.50 | 0.50 | 0.50 | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |

Office of Public Safety

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|----------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Emergency Medical Services | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

Office of Library Services

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Library Services | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

Office of Resource Stewardship

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|--------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Office of Sustainability | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Solid Waste | 2.00 | 2.00 | 2.00 | 0.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| | 3.00 | 3.00 | 3.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |

Constitutional

| OPS Positions | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Adopted | FY 2021 Projected | FY 2022 Projected | FY 2023 Projected | FY 2024 Projected |
|-------------------------|-------------------|--------------------|-------------------------|-------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Supervisor of Elections | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Total OPS FTE | 8.50 | 8.50 | 8.50 | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 8.50 |

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

| Org | Fund Title | FY17 | FY18 | FY19 Estimate | | % Change(+/-) | |
|--|--|-------------------|-------------------|--------------------|--------------------|-------------------|----------------|
| | | Actual | Actual | Rev | Exp. | | Year End |
| General & Fine and Forfeiture Funds * (A) | | | | | | | |
| 001 | General Fund | 28,921,968 | 31,521,817 | 117,870,673 | 92,659,033 | 25,211,640 | -20.02% |
| 110 | Fine and Forfeiture Fund | 1,997,109 | 911,120 | 81,886,253 | 81,318,675 | 567,578 | -37.71% |
| | Subtotal: | 30,919,077 | 32,432,937 | 199,756,926 | 173,977,708 | 25,779,218 | -20.52% |
| * The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve. | | | | | | | |
| Special Revenue Funds | | | | | | | |
| 106 | County Transportation Trust Fund | 4,585,307 | 3,436,069 | 22,402,663 | 18,087,638 | 4,315,025 | 25.58% |
| 111 | Probation Services Fund (B) | 1,195,952 | 874,277 | 3,715,707 | 3,174,643 | 541,064 | -38.11% |
| 114 | Teen Court Fund | 0 | 18 | 67,363 | 132,972 | 0 | -100.00% |
| 116 | Drug Abuse Trust Fund | 3,159 | 7,702 | 92,622 | 67,278 | 25,344 | 229.05% |
| 117 | Judicial Programs Fund | 379,251 | 407,010 | 643,114 | 169,866 | 473,247 | 16.27% |
| 120 | Building Inspection Fund (C) | 2,631,622 | 2,160,638 | 4,016,241 | 2,156,824 | 1,859,417 | -13.94% |
| 121 | Development Support Fund (D) | 192,632 | 423,280 | 4,462,726 | 3,917,524 | 545,202 | 28.80% |
| 123 | Stormwater Utility Fund | 1,445,058 | 744,307 | 6,138,690 | 5,104,064 | 1,034,625 | 39.01% |
| 124 | Ship Trust Fund | 4,102 | 55,894 | 1,250,088 | 1,170,113 | 79,975 | 43.08% |
| 125 | Grants | 814,256 | 342,607 | 19,214,687 | 18,941,501 | 273,186 | -20.26% |
| 126 | Non-Countywide General Revenue Fund (E) | 3,466,872 | 716,771 | 23,333,862 | 22,064,587 | 1,269,275 | 77.08% |
| 127 | Grants (F) | 182,302 | 168,682 | 1,063,946 | 911,708 | 152,238 | -9.75% |
| 130 | 911 Emergency Communications Fund | 293,183 | 321,061 | 1,598,707 | 1,413,174 | 185,533 | -42.21% |
| 131 | Radio Communications Systems Fund (G) | 70,882 | 61,679 | 1,390,747 | 1,507,492 | 0 | -100.00% |
| 135 | Emergency Medical Services Fund | 7,666,722 | 5,736,672 | 25,285,932 | 19,723,875 | 5,562,057 | -3.04% |
| 140 | Municipal Service Fund (H) | 33,267 | 188,891 | 9,039,092 | 8,777,315 | 261,777 | 38.59% |
| 145 | Fire Services Fund | 1,494,605 | 1,752,346 | 9,502,231 | 8,086,808 | 1,415,423 | -19.23% |
| 160 | Tourist Development Fund (1st-5th Cents) (I) | 5,042,522 | 1,689,363 | 10,029,511 | 8,558,487 | 1,471,024 | -12.92% |
| 160 | Tourist Develop. Cultural, Visual Arts, Heritage (I) | 2,368,661 | 5,163,084 | 5,184,770 | 189,000 | 4,995,770 | -3.24% |
| 162 | Special Assessment Paving Fund | 564,494 | 19,680 | 163,516 | 126,540 | 36,976 | 87.88% |
| 164 | Killearn Lakes Units I and II Sewer | 7,598 | 10,891 | 239,218 | 237,500 | 1,718 | -84.23% |
| 165 | Bank of America Building Operating Fund | 1,024,366 | 1,072,732 | 2,318,501 | 1,716,921 | 419,346 | -60.91% |
| 166 | Huntington Oaks Plaza Fund | 305,482 | 239,641 | 2,789,736 | 2,370,390 | 210,462 | -12.18% |
| | Subtotal: | 33,772,294 | 25,593,295 | 153,943,670 | 128,606,220 | 25,128,685 | -1.82% |
| Debt Service Funds | | | | | | | |
| 211 | Debt Service - Series 2003 A&B | 3,369 | 4,968 | 7,080,616 | 7,076,549 | 0 | -100.00% |
| 222 | Debt Service - Series 2014 | 44,422 | 47,751 | 540,822 | 496,301 | 44,520 | -6.76% |
| | Subtotal: | 48,139 | 53,068 | 7,621,787 | 7,572,850 | 44,520 | -16.11% |

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

| Org | Fund Title | FY17 | FY18 | FY19 Estimate | | % Change(+/-) | |
|-------------------------------|--|--------------------|--------------------|--------------------|--------------------|-------------------|----------------|
| | | Actual | Actual | Rev | Exp. | | Year End |
| Capital Projects Funds | | | | | | | |
| 305 | Capital Improvements Fund (J) | 24,279,050 | 27,784,961 | 35,168,467 | 34,157,382 | 11,085 | -99.96% |
| 306 | Gas Tax Transportation Fund (J) | 7,463,236 | 9,525,315 | 13,026,106 | 10,845,206 | 2,180,900 | -77.10% |
| 308 | Local Option Sales Tax Fund (K) | 4,710,795 | 4,649,190 | 4,729,864 | 4,428,907 | 300,957 | -93.53% |
| 309 | Local Option Sales Tax Extension Fund | 5,232,867 | 3,870,183 | 20,912,010 | 19,497,801 | 1,414,209 | -63.46% |
| 311 | Construction Series 2003 A&B Fund | 7,081 | 43 | 43 | 0 | 0 | -100.00% |
| 318 | 1999 Bond Construction Fund | 50,612 | 304 | 304 | 0 | 0 | -100.00% |
| 321 | Energy Savings Contract ESCO Capital Fund | 20,989 | 779 | 793 | 0 | 0 | -100.00% |
| 330 | 911 Capital Projects Fund | 3,849,619 | 4,057,216 | 4,127,644 | 80,655 | 4,046,989 | -0.25% |
| 341 | Countywide Road District Fund - Impact Fee | 191,918 | 156,213 | 158,885 | 0 | 158,885 | 1.71% |
| 343 | NW Urban Collector Fund - Impact Fee | 71,387 | 72,438 | 73,678 | 0 | 73,678 | 1.71% |
| 344 | SE Urban Collector Fund - Impact Fee | 100,306 | 101,782 | 103,524 | 0 | 103,524 | 1.71% |
| | Subtotal: | 45,977,861 | 50,218,423 | 78,301,317 | 69,009,951 | 8,290,227 | -83.49% |
| Enterprise Funds | | | | | | | |
| 401 | Solid Waste Fund (L) | 14,225,458 | 13,547,600 | 25,457,539 | 24,878,288 | 579,251 | -95.72% |
| | Subtotal: | 14,225,458 | 13,547,600 | 25,457,539 | 24,878,288 | 579,251 | -95.72% |
| Internal Service Funds | | | | | | | |
| 501 | Insurance Service Fund | 2,193,270 | 1,317,179 | 4,801,832 | 3,711,470 | 1,090,362 | -17.22% |
| 502 | Communications Trust Fund | 256,006 | 489,620 | 1,746,042 | 1,253,622 | 492,420 | 0.57% |
| 505 | Motor Pool Fund | 18,168 | 139,534 | 2,239,065 | 2,775,764 | 0 | -100.00% |
| | Subtotal: | 2,467,444 | 1,946,333 | 8,786,939 | 7,740,856 | 1,582,782 | -18.68% |
| | TOTAL: | 127,410,273 | 123,791,656 | 473,868,177 | 411,785,874 | 61,404,684 | -50.40% |

Notes:

Balances are estimated as year ending for FY 2019 and may be changed pending final audit adjustments.

- A. The estimated FY19 Fund Balance contemplates \$18.8 million in reimbursement from FEMA and the State of Florida associated with debris cleanup costs from Hurricane Michael (2018) and Hurricane Irma (2017). The remaining \$5.0 million in reimbursement costs associated with Michael is expected during FY 2020.
- B. The decrease in the Pre-Trial & Probation Fund is due to planned use of accumulated fund balance to support program services due to a decline in fee revenue.
- C. The decrease in the Building Inspection fund due to enhanced staffing for the volume of permitting activity and the appropriation of fund balance to cover the expenses of these personnel costs. Fund balances peaked as permitting activity accelerated coming out of the recession.
- D. The increase in the Development Support fund is related to the increase in general revenue support provided to the fund for FY 2019 and an increase in revenues over the preceding year.
- E. Non countywide general revenue includes State Shared and 1/2 cent sales tax. This fund is used to account for non-countywide general revenue sources. Funds are not expended directly from the fund, but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute. The 1/2 cent sales tax is trending upward of 3.5% to 4 % due to growth in the economy and consumer spending.
- F. This fund is used to separate grants that are interest bearing grants.
- G. The Radio Communications Systems Fund is used to account for the digital radio system.
- H. The fund balance was drawn down to support the 15% discounted fire service fee in the unincorporated area for FY16 and FY17. The fund is beginning to accumulate fund balance again from collections of the Public Service Tax.
- I. The Tourist Development Tax is reflected in two separate fund balances. Currently five cents support the Tourist Development Division marketing promotion, and Cultural regrating activities. The fund balance previously established by the one cent for the performing arts center is now dedicated for expenditures on cultural, visual arts and heritage funding programs pursuant to the interlocal agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting. The reduction in the one-cent fund balance is due to the first issuance of one of the three approved grants for the program. The decline in the five-cent fund balance is due to the transfer of \$350,000 to assist in funding the pavilion, restrooms and other amenities associated with the cross-country venue in anticipation of the 2021 NCAA Cross Country Nationals off-set by an increase in revenue to increased visitors.
- J. Fund balance decrease reflects use of fund for ongoing projects from the FY2018 fund balance sweep in addition to the advanced funding (\$6.5 million) of match for water quality sewer projects.
- K. Reflects the remaining fund balance from the original sales tax
- L. The decrease in fund balance is due the budgeting of the reserves set aside as required by state law for the closure of the landfill.

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance and County Reserves Policy

| Fund | Fund Title | FY19 Yr Ending Est. Bal. (B) | FY20 Adopted Budget | Policy (A) Minimum 15% Budget | Policy (A) Maximum 30% Budget | FY20: Fund Balance Allocation (B) | | |
|--|--|------------------------------------|---------------------------|-------------------------------------|-------------------------------------|-----------------------------------|---|---------------------------------------|
| | | | | | | Budgeted For Spending | Emergency Contingency & Cash Flow | Available for Future Allocation |
| General & Fine and Forfeiture Funds | | | | | | | | |
| 001 | General Fund | 25,211,640 | 73,390,946 | 11,008,642 | 22,017,284 | 1,557,500 | 23,654,140 | |
| 110 | Fine and Forfeiture Fund | 567,578 | 85,577,353 | 12,836,603 | 25,673,206 | 0 | 567,578 | |
| | Subtotal: | 25,779,218 | 158,968,299 | 23,845,245 | 47,690,490 | 1,557,500 | 24,221,718 | 0 |
| Special Revenue Funds (C) | | | | | | | | |
| 106 | County Transportation Trust Fund | 4,315,025 | 16,817,928 | 2,522,689 | 5,045,378 | 0 | 4,315,025 | 0 |
| 111 | Probation Services Fund | 541,064 | 3,464,492 | 519,674 | 1,039,348 | 300,000 | 241,064 | 0 |
| 114 | Teen Court Fund | 0 | 80,749 | 12,112 | 24,225 | 0 | 0 | 0 |
| 116 | Drug Abuse Trust Fund | 25,344 | 89,040 | 13,356 | 26,712 | 0 | 25,344 | 0 |
| 117 | Judicial Programs Fund | 473,247 | 357,134 | 53,570 | 107,140 | 151,174 | 107,140 | 214,933 |
| 120 | Building Inspection Fund | 1,859,417 | 2,753,841 | 413,076 | 826,152 | 718,181 | 826,152 | 315,084 |
| 121 | Development Support & Environ. Mgmt. Fund | 545,202 | 4,234,991 | 635,249 | 1,270,497 | 0 | 545,202 | 0 |
| 123 | Stormwater Utility Fund | 1,034,625 | 5,434,302 | 815,145 | 1,630,291 | 0 | 1,034,625 | 0 |
| 124 | Ship Trust Fund | 79,975 | 175,000 | 26,250 | 52,500 | 0 | 52,500 | 27,475 |
| 125 | Grants | 273,186 | 841,544 | 126,232 | 252,463 | 213,767 | 59,419 | n/a |
| 126 | Non-Countywide General Revenue Fund | 1,269,275 | 22,386,805 | 3,358,021 | 6,716,042 | 0 | 1,269,275 | 0 |
| 127 | Grants | 152,238 | 60,000 | 9,000 | 18,000 | 0 | 18,000 | 134,238 |
| 130 | 911 Emergency Communications Fund | 185,533 | 1,265,400 | 189,810 | 379,620 | 0 | 185,533 | 0 |
| 131 | Radio Communications Systems Fund | 0 | 1,646,820 | 247,023 | 494,046 | 0 | 0 | 0 |
| 135 | Emergency Medical Services Fund | 5,562,057 | 21,008,388 | 3,151,258 | 6,302,516 | 1,315,221 | 4,246,836 | 0 |
| 140 | Municipal Service Fund | 261,777 | 9,650,910 | 1,447,637 | 2,895,273 | 0 | 261,777 | 0 |
| 145 | Fire Services Fund | 1,415,423 | 8,458,652 | 1,268,798 | 2,537,596 | 0 | 1,415,423 | 0 |
| 160 | Tourist Development Fund (1st-5th Cents) | 1,471,024 | 6,450,469 | 967,570 | 1,935,141 | 414,525 | 1,056,499 | 0 |
| 160 | Tourist Development: Cultural, Visual Arts, Heritage | 4,995,770 | 5,163,084 | 774,463 | 1,548,925 | 0 | 1,548,925 | 3,446,845 |
| 162 | Special Assessment Paving Fund | 36,976 | 128,440 | 19,266 | 38,532 | 0 | 36,976 | n/a |
| 164 | Killearn Lakes Units I & II Sewer | 1,718 | 237,500 | 35,625 | 71,250 | 0 | 1,718 | 0 |
| 165 | Bank of America Building Operating Fund | 419,346 | 2,049,430 | 307,415 | 614,829 | 150,000 | 269,346 | 0 |
| 166 | Huntington Oaks Plaza Fund | 210,462 | 106,991 | 16,049 | 32,097 | 0 | 32,097 | 178,365 |
| | Subtotal: | 25,128,685 | 112,861,910 | 16,929,286 | 33,858,573 | 3,262,868 | 17,548,877 | 4,316,940 |
| Debt Service Funds | | | | | | | | |
| 211 | Debt Service - Series 2003 A&B | 0 | | | | 0 | 0 | n/a |
| 220 | Debt Service - Series 2005 | 0 | | | | 0 | 0 | n/a |
| 222 | Debt Service - Series 2014 | 44,520 | | | | 0 | 0 | 44,520 |
| | Subtotal: | 44,520 | | | | 0 | 0 | 44,520 |
| Capital Projects Funds (D) | | | | | | | | |
| 305 | Capital Improvements Fund | 11,085 | | | | 0 | n/a | 11,085 |
| 306 | Gas Tax Transportation Fund | 2,180,900 | | | | 2,100,000 | n/a | 80,900 |
| 308 | Local Option Sales Tax Fund | 300,957 | | | | 300,000 | n/a | 957 |
| 309 | Local Option Sales Tax Ext. Fund | 1,414,209 | | | | 0 | n/a | 1,414,209 |
| 330 | 911 Capital Projects Fund | 4,046,989 | | | | 0 | n/a | 4,046,989 |
| 341 | Countywide Road District Fund | 158,885 | | | | 0 | n/a | 158,885 |
| 343 | NW Urban Collector Fund - Impact Fee | 73,678 | | | | 0 | n/a | 73,678 |
| 344 | SE Urban Collector Fund - Impact Fee | 103,524 | | | | 0 | n/a | 103,524 |
| | Subtotal: | 8,290,227 | | | | 2,400,000 | 0 | 5,890,227 |
| Enterprise Funds (D) | | | | | | | | |
| 401 | Solid Waste Fund (E) | 579,251 | 11,599,286 | 1,739,893 | 3,479,786 | 0 | 579,251 | 0 |
| | Subtotal: | 579,251 | 11,599,286 | 1,739,893 | 3,479,786 | 0 | 579,251 | 0 |
| Internal Service Funds (D) | | | | | | | | |
| 501 | Insurance Service Fund | 1,090,362 | 3,803,684 | 570,553 | 1,141,105 | 0 | 1,090,362 | 0 |
| 502 | Communications Trust Fund | 492,420 | 1,357,168 | 203,575 | 407,150 | 396,427 | 95,993 | 0 |
| 505 | Motor Pool Fund | 0 | 2,903,256 | 435,488 | 870,977 | 0 | 0 | 0 |
| | Subtotal: | 1,582,782 | 8,064,108 | 1,209,616 | 2,419,232 | 396,427 | 1,186,355 | 0 |
| TOTAL: | | 61,404,684 | 291,493,603 | 43,724,040 | 87,448,081 | 7,616,795 | 43,536,201 | 10,251,687 |

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance and County Reserves Policy

The following is the relevant sections of Leon County Policy No. 07-02 "Reserves", the entire policy is contained in the Appendix Section of the budget document:

1. Emergency Reserves

- a. The general revenue emergency reserves will be maintained at an amount not to be less than five (5%) and to not exceed ten (10%) of projected general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year.
- b. The reserve for contingency is separate from the reserve for cash balances.
- c. Annually the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

2. Reserve for Cash Balances

- a. The County will maintain an annual unappropriated reserve for cash balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing.
- b. The unappropriated fund balance shall be no less than ten (10%) and no greater than twenty (20%) of projected general fund and fine and forfeiture fund operating expenditures.
- c. The reserve for cash balance shall be separate from the emergency reserves.
- d. All major funds will retain sufficient cash balances to eliminate the need for short-term borrowing.

3. Utilization of Fund Balance

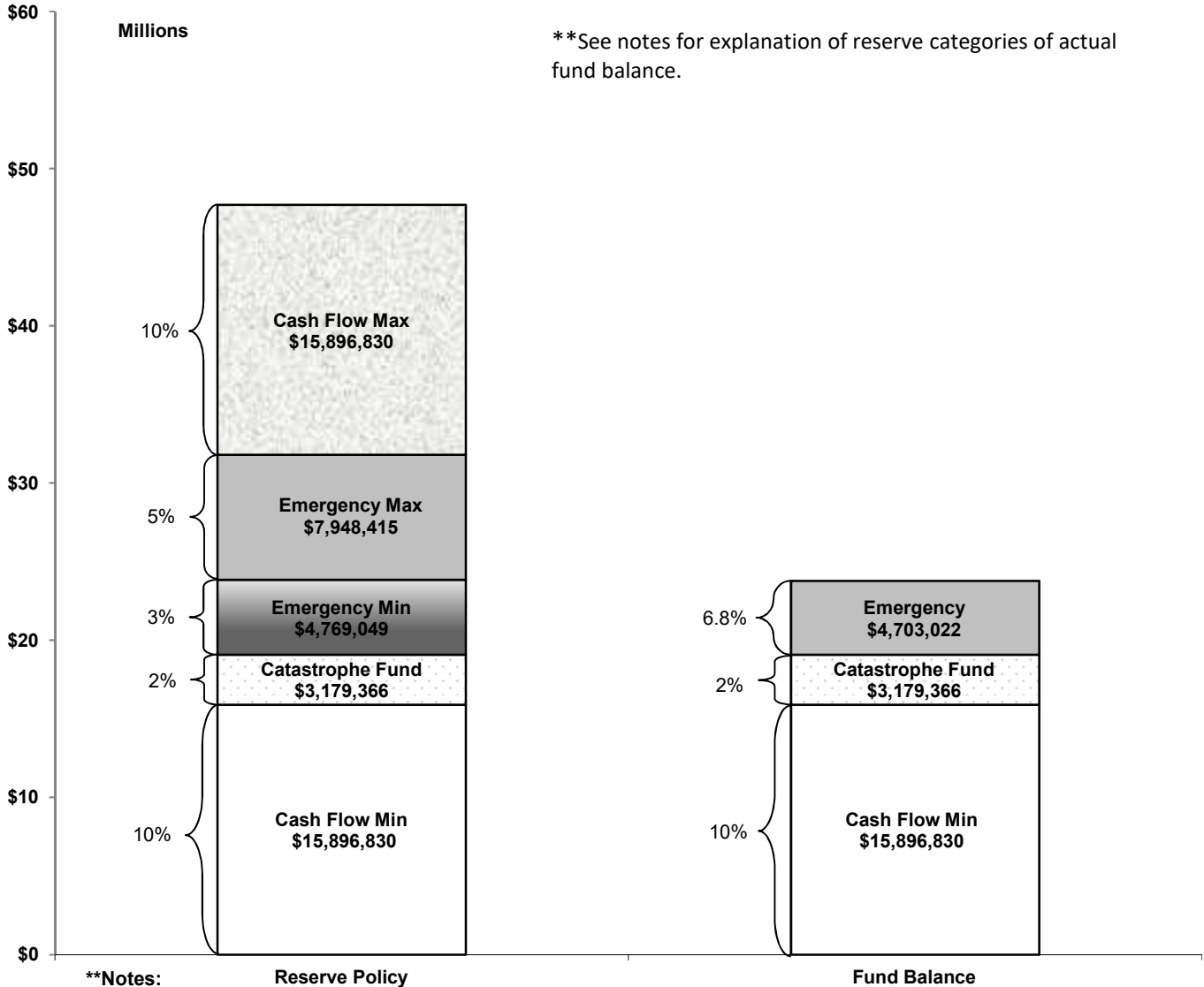
- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in 1 and 2 above.
- b. Funds in excess of the minimums established can be utilized to support one-time capital expenses.

Notes:

- A. The policy minimums and maximums are based on the total amount of reserves for emergency contingency and cash flow as a percent of the FY 2020 Budget.
- B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2020 budget to support operating and capital projects. Except for the General/Fine and Forfeiture fund balance which includes the budgeted Catastrophe Reserved, the "Emergency Contingency & Cash Flow" is the unbudgeted portion of the reserve and the amount dedicated to support these categories. Due to space limitations these categories are shown together. The "Available for Future Allocation" are funds in excess of the policy's recommended maximums; however, they are typically dedicated for specific purposes (i.e. 9-1-1, Transportation, Growth Management). The total of all three categories equals the total of the estimated year ending FY 2019 balance.
- C. The Special Revenue Funds are presented based on the County's reserve policies. However, each of the funds has been established for a discrete purpose and often has dedicated revenues that can only be utilized for a specific purpose. The balances may be accruing for a specific purpose (i.e. the Tourist Development Additional One Cent for the Performing Arts Center).
- D. Capital Projects, Enterprise and Internal Service Funds maintain differing levels of balances depending upon on-going capital project requirements and other audit requirements. The percentages for the other funds are intended to show compliance with the County's policy for maintaining sufficient balances. The budgeted appropriated fund balance in funds 305 and 308 are capital reserves budgeted by the Board for mandatory and necessary capital projects for the next five to six years. These reserves are reviewed as part of the annual budget process and allocated to the appropriate projects accordingly.
- E. Amount reflected is unrestricted retained earnings. FY 2019 estimated balance is based on current Solid Waste proforma projections.

Leon County Fiscal Year 2020 Adopted Budget
General Fund/Fine and Forfeiture Reserve Illustration

General Fund / Fine and Forfeiture Reserve Illustration Using Reserve Policy *



****Notes:**

- 1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
- 2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is \$47 million.
- 3) The Policy column shows the catastrophe reserve and the emergency reserve minimums and maximums of 2% and 8%, respectively.
- 4) The ending FY 2019 fund balance is estimated at \$25.8 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2020 fund balance of \$24.2 million. The beginning fund balance contemplates the budgeting of \$1.5 million in fund balance as approved by the Board.
- 5) Proposed fund balance reflects the distribution of reserve categories under the policy which includes catastrophe reserves.

* Based on estimated beginning FY 2020 Fund Balance

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service Schedule

General Obligation Bonds

No outstanding issues.

Non Self-Supporting Revenue Debt

| Description | Purpose | Pledge/ Security | Original Principal Amount | Outstanding Principal Amount | Outstanding Interest Amount | FY19/20 Principal Payment | FY19/20 Interest Payment | Remaining Principal | Final Maturity Date |
|---|---|--|---------------------------------|------------------------------------|-----------------------------------|---------------------------------|--------------------------------|---------------------|---------------------------|
| Series 2012A: Tax Exempt & Series 2012B: Taxable | These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility. | The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources. | \$21,061,000 | \$6,962,000 | \$114,873 | \$6,962,000 | \$114,873 | \$0 | 2020 |
| Series 2017 | In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced. | | \$15,851,000 | \$15,529,000 | \$1,313,834 | \$165,000 | \$327,662 | \$15,364,000 | 2025 |
| TOTAL | | | \$36,912,000 | \$22,491,000 | \$1,428,707 | \$7,127,000 | \$442,535 | \$15,364,000 | |

Note: Payments reflect only Principal and Interest and do not include bank fees

Leon County Fiscal Year 2020 **Adopted** Budget

Summary of Transfers

Governmental accounting requires certain funds (self-balancing sets of accounts) to be created. Each fund has a discrete purpose. However, often, there is a need for one fund to support a portion of another fund's activities. To accomplish this, monies are moved between funds through a process called "interfund transfers". The following provides a brief description of each transfer occurring in the budget.

General Fund

General Fund (001) **from** Transportation Trust Fund (106) **\$106,340**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Non-Countywide General Revenue (126) **\$9,154,601**: Funds accumulated in the Non-Countywide General Revenue fund are partially available to support unincorporated area only programs, as well as countywide activities. The funds transferred support a portion of the countywide activities in the General Fund and supplement property tax collections.

General Fund (001) **from** Municipal Services (140) **\$116,025**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Fire Rescue Services (145) **\$1,645**; As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** County Accepted Roadways and Drainage Systems Program (162) **\$122,940**: payments for County funded road improvements to private roads.

General Fund (001) **from** County Government Annex (165) **\$283,340**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Solid Waste (401) **\$85,210**: This transfer provides funds for the utility consolidation effort as well as the Waste Pro Recycling Education Fund.

Supervisor of Elections (060) **from** General Fund (001) **\$5,530,069**: Funds are transferred from the General Fund to the Supervisor of Elections in order to establish the budget for the fiscal year. This transfer is done on an annual basis. Any remaining budget is returned to the general fund at the end of the fiscal year.

Special Revenue Funds

Transportation Trust Fund (106) **from** Stormwater Utility Fund (123) **\$1,557,055**: The County maintains one engineering division. Within this division are transportation and stormwater engineers. To avoid having gas taxes (which are the main source of revenue contained in the Transportation Fund) support unrelated activities, a transfer from the Stormwater Utility offsets the engineering cost provided to the stormwater utility.

Transportation Trust Fund (106) **from** Non-Countywide General Revenue (126) **\$1,902,703**: Gas tax revenues are insufficient to support transportation related activities. This transfer provides additional general revenues to offset the shortfall.

Probation Services (111) **from** General Fund (001) **\$2,396,642**: The transfer provides the necessary revenue to offset the gap between the fees generated in pre-trial/probation and the cost of the programs.

Development Services & Environmental Management (121) **from** Non-Countywide General Revenue (126) **\$2,511,881**: The County's growth management fees do not provide 100% support for services provided by the Department. The transfer is necessary to fund non-fee related activity and any additional difference.

Stormwater Utility (123) **from** Transportation Trust (106) **\$800,000**: The stormwater operations function provides roadside swale maintenance on behalf of the transportation network.

Leon County Fiscal Year 2020 **Adopted** Budget

Summary of Transfers

Special Revenue Funds Continued

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **\$1,097,323**: This transfer provides the additional revenue to support the county's stormwater utility program not funded through the stormwater non ad valorem assessment. This transfer will offset the discount provided to veterans and low-income seniors and properties receiving stormwater credit discounts.

Grants (125) **from** Non-Countywide General Revenue (126) **\$90,131** This transfer provides matching funds for state and federal grants, including emergency management.

Radio Communication Systems (131) **from** General Fund (001) **\$1,485,035**: This transfer provides funds acquired for the capital costs for the 800 Mhz radio system to support the operating requirements of the system subsequent to the completion of the capital project.

Emergency Medical Services MSTU (135) **from** Municipal Services Fund (140) **\$200,000**: This transfer provides for support for operating costs to maintain current levels of service. This transfer will partially offset the 24% reduction in the Emergency Medical Services transportation fees that occurred during FY18.

2020 Sales Tax Extension JPA (352) **from** Municipal Services (140) **\$375,000**: This transfer provides L.I.F.E funding to support maintenance at park facilities constructed from past and future local sales tax proceeds.

Debt Service Funds

In accordance with all enabling bond ordinances and resolutions, the County is required to establish separate funds for the purposes of making debt service payments. To avoid "splitting revenues" across multiple funds, the County accrues all the revenues to individual accounts in a particular fund. The County then makes transfers from the applicable funds to the appropriate debt (or other) funds.

Capital Projects Funds

Capital Improvements (305) **from** General Fund (001) **\$5,107,194**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Municipal Services (140) **\$2,285,764**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Capital Improvements (305) **from** Tourist Development (160) **\$350,000**: This transfer will assist in funding the Apalachee Regional Park Cross Country Track, pavilion, restrooms, stage and finish line.

Capital Improvements (305) **from** 2020 Sales Tax Extension (352) **\$1,593,750**: This transfer begins the repayment of advance funds used to support sewer related water quality projects.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$1,758,708**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

Enterprise Funds

Solid Waste (401) **from** Non-Countywide General Revenue (126) **\$1,017,985**: The transfer is necessary to support the operation of the rural waste collection centers land increase in recycling costs.

Internal Services Funds

Insurance Services (501) **from** Fire Services (145) **\$40,200**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

Leon County Fiscal Year 2020 **Adopted** Budget

Schedule of Transfers

| <u>Fund #</u> | <u>Transfer To</u> | <u>Fund #</u> | <u>Transfer From</u> | <u>Transfer Amount</u> |
|-------------------------------|---------------------------------|---------------|---|------------------------|
| General Funds | | | | |
| 001 | General Fund | 106 | Transportation Trust Fund | 106,340 |
| 001 | General Fund | 126 | Non-Countywide General Revenue | 9,154,601 |
| 001 | General Fund | 140 | Municipal Services | 116,025 |
| 001 | General Fund | 145 | Fire Rescue Services | 1,645 |
| 001 | General Fund | 162 | Co. Accepted Roadways & Drainage System | 122,940 |
| 001 | General Fund | 165 | County Government Annex | 283,340 |
| 001 | General Fund | 401 | Solid Waste | 85,210 |
| 060 | Supervisor Of Elections | 001 | General Fund | 5,530,069 |
| Subtotal | | | | 15,400,170 |
| Special Revenue Funds | | | | |
| 106 | Transportation Trust | 123 | Stormwater Utility | 1,557,055 |
| 106 | Transportation Trust | 126 | Non-Countywide General Revenue | 1,902,703 |
| 111 | Probation Services | 001 | General Fund | 2,396,642 |
| 121 | Dvpmt. Svcs. & Environ. Mgmt. | 126 | Non-Countywide General Revenue | 2,511,881 |
| 123 | Stormwater Utility | 106 | Transportation Trust | 800,000 |
| 123 | Stormwater Utility | 126 | Non-Countywide General Revenue | 1,097,323 |
| 125 | Grants | 126 | Non-Countywide General Revenue | 90,131 |
| 131 | Radio Communications Systems | 001 | General Fund | 1,485,035 |
| 135 | Emergency Medical Services MSTU | 140 | Municipal Services | 200,000 |
| 140 | Municipal Services | 352 | 2020 Sales Tax Extension | 375,000 |
| Subtotal | | | | 12,415,770 |
| Debt Service Funds | | | | |
| 211 | Bond Series 2012A & 2012B | 126 | Non-Countywide General Revenue | 6,119,519 |
| 211 | Bond Series 2012A & 2012B | 165 | Bank of America Building Operations | 957,354 |
| 222 | Debt Series 2017 | 126 | Non-Countywide General Revenue | 492,662 |
| Subtotal | | | | 7,569,535 |
| Capital Projects Funds | | | | |
| 305 | Capital Improvements | 001 | General Fund | 5,107,194 |
| 305 | Capital Improvements | 140 | Municipal Services | 2,285,764 |
| 305 | Capital Improvements | 160 | Tourist Development | 350,000 |
| 305 | Capital Improvements | 352 | 2020 Sales Tax Extension | 1,593,750 |
| 306 | Gas Tax Transportation | 106 | Transportation Trust | 1,758,708 |
| Subtotal | | | | 11,095,416 |
| Enterprise Funds | | | | |
| 401 | Solid Waste | 126 | Non-Countywide General Revenue | 1,017,985 |
| Subtotal | | | | 1,017,985 |
| Insurance Service | | | | |
| 501 | Insurance Service | 145 | Fire Rescue Services | 40,200 |
| Subtotal | | | | 40,200 |
| TOTAL | | | | \$47,539,076 |

Leon County Fiscal Year 2020 **Adopted** Budget

Budget by Fund

| | |
|------------------------|--------|
| Fund Types | 6 – 2 |
| Revenue by Source | 6 – 3 |
| Summary of All Funds | 6 – 4 |
| General Funds | 6 – 5 |
| Special Revenue Funds | 6 – 8 |
| Debt Service Funds | 6 – 34 |
| Capital Funds | 6 – 37 |
| Enterprise Funds | 6 – 52 |
| Internal Service Funds | 6 – 54 |

Leon County Fiscal Year 2020 **Adopted** Budget

Organization of Funds

Basis of Budget

Leon County's Governmental and Fiduciary Funds are prepared on a modified accrual basis.

Revenues are recognized when measurable and available under budgetary basis. The following revenues are considered to be susceptible to accrual: taxes, charges for services, interest, state revenue sharing, federal forestry revenue, insurance agent revenues, 5th & 6th cent gas tax, federal and state grants, planning and zoning revenue, communication services tax, and special assessments.

Obligations are budgeted as expenses and generally recorded when the related fund liability is incurred. An exception is principal and interest on general long-term debt which is recorded when due.

The budgets of the proprietary funds (enterprise and internal service) are prepared on an accrual basis. The revenues are recognized when earned and their expenses are recognized when incurred.

Florida state law requires that receipts from all sources be budgeted at 95% of anticipated receipts.

Funds

The financial activities of the County are recorded in separate funds. Each fund is considered a separate accounting entity. The operations of each fund are accounted for within a set of self-balancing accounts that include assets, liabilities, fund equity, revenues, and expenditures, or expenses, as necessary. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

The various funds are as follows:

Governmental Fund Types

General Fund – The general operating fund of the Board. This fund is used to account for all financial transactions not required to be accounted for in another fund.

Special Revenue Funds – Funds used to account for special assessments and specific governmental revenue sources. Major capital projects that are restricted by law, or administrative action, for expenditures for specific purposes are not considered Special Revenue Funds. Examples of Special Revenue Funds are Building Inspection, Transportation Trust, Emergency Medical Services, Fire Rescue Services, Tourist Development, and Probation Services.

Debt Service Funds – Funds used to record the funding and payment of principal and interest on debt reported in the General Long-Term Debt Account Group.

Capital Projects Funds – These funds are used to account for the acquisition or construction of major capital facilities other than those financed by the Proprietary Funds. Examples of Capital Projects Funds are the Local Option Sales Tax and Governmental Capital.

Proprietary Fund Types

Enterprise Fund – A fund used to report operations that provide services financed primarily by user charges. An example of an enterprise fund is the Solid Waste Operations Fund.

Internal Service Funds – A fund used to to account for goods or services provided by various departments to other departments of the Board on a cost-reimbursement basis. These funds consist of the Motor Pool Fund, the Communication Trust Fund, and the Insurance Service Fund.

Leon County Fiscal Year 2020 **Adopted** Budget
Fund Revenue By Source

| Fund | Property Tax MSTU or Assmt (1) | State Gas Tax | Local Gas Tax | State Revenue Sharing | 1/2 Cent Sales Tax | Local Sales Tax | PST and CST (2) | Fund Balance (3) | Fines | Fees & Licenses (4) | Transfers | Other Revenue (5) | Total Budgeted Revenue |
|--------------------------------|--------------------------------------|------------------|------------------|-----------------------------|-----------------------|--------------------|--------------------|---------------------|----------------|------------------------|-------------------|----------------------|---------------------------|
| 001 General Fund | 55,433,408 | - | - | 143,222 | - | - | - | 1,557,500 | - | 1,017,009 | 9,870,101 | 5,369,706 | 73,390,946 |
| 060 Supervisor of Elections | - | - | - | - | - | - | - | - | - | - | 5,530,069 | - | 5,530,069 |
| 106 Transportation Trust | - | 4,470,230 | 8,392,680 | - | - | - | - | - | - | 137,197 | 3,459,758 | 358,063 | 16,817,928 |
| 110 Fine and Forfeiture | 84,065,518 | - | - | 25,270 | - | - | - | - | 107,350 | 881,985 | - | 497,230 | 85,577,353 |
| 111 Probation Services | - | - | - | - | - | - | - | 300,000 | - | 648,470 | 2,396,642 | 119,380 | 3,464,492 |
| 114 Teen Court | - | - | - | - | - | - | - | - | - | 80,749 | - | - | 80,749 |
| 116 Drug Abuse Trust | - | - | - | - | - | - | - | - | - | 88,850 | - | 190 | 89,040 |
| 117 Judicial Programs | - | - | - | - | - | - | - | 151,174 | - | 205,960 | - | - | 357,134 |
| 120 Building Inspection | - | - | - | 6,650 | - | - | - | 718,181 | - | 1,988,730 | - | 40,280 | 2,753,841 |
| 121 Dvlpmnt Svcs & Envrmt Mgmt | - | - | - | - | - | - | - | - | 18,620 | 1,690,335 | 2,511,881 | 14,155 | 4,234,991 |
| 122 Mosquito Control | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 123 Stormwater Utility | 3,486,154 | - | - | - | - | - | - | - | - | - | 1,897,323 | 50,825 | 5,434,302 |
| 124 SHIP Trust | - | - | - | - | - | - | - | - | - | - | - | 175,000 | 175,000 |
| 125 Grants | - | - | - | 383,617 | - | - | - | 213,767 | - | - | 90,131 | 154,029 | 841,544 |
| 126 Non-Countywide Gen Rev | - | - | - | 5,938,450 | 13,235,400 | - | 2,806,300 | - | - | 194,567 | - | 212,088 | 22,386,805 |
| 127 Grants - Interest Bearing | - | - | - | 60,000 | - | - | - | - | - | - | - | - | 60,000 |
| 130 9-1-1 Emergency Comm | - | - | - | 1,265,400 | - | - | - | - | - | - | - | - | 1,265,400 |
| 131 Radio Comm Systems | - | - | - | - | - | - | - | - | 161,785 | - | 1,485,035 | - | 1,646,820 |
| 135 Emergency Medical Svcs | 8,372,157 | - | - | - | - | - | - | 1,315,221 | - | 10,714,980 | 200,000 | 406,030 | 21,008,388 |
| 140 Municipal Services | - | - | - | - | - | - | 9,157,439 | - | - | - | 375,000 | 118,471 | 9,650,910 |
| 145 Fire Rescue Service | - | - | - | - | - | - | - | - | - | 8,458,652 | - | - | 8,458,652 |
| 160 Tourist Development | - | - | - | - | - | 5,842,310 | - | 414,525 | - | - | - | 193,634 | 6,450,469 |
| 161 Housing Fin. Authority | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 162 Special Assess. 2/3 Paving | 108,205 | - | - | - | - | - | - | - | - | - | - | 20,235 | 128,440 |
| 164 Special Assess. Killlearn | 237,500 | - | - | - | - | - | - | - | - | - | - | - | 237,500 |
| 165 Bank of America Building | - | - | - | - | - | - | - | 150,000 | - | 180,284 | - | 1,719,146 | 2,049,430 |
| 166 Huntington Oaks Plaza | - | - | - | - | - | - | - | - | - | - | - | 106,991 | 106,991 |
| 211 Bond Series 2012A & 2012B | - | - | - | - | - | - | - | - | - | - | 7,076,873 | - | 7,076,873 |
| 220 Bond Series 2005 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 221 ESCO Lease | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 222 Bond Series 2014 | - | - | - | - | - | - | - | - | - | - | 492,662 | - | 492,662 |
| 305 Capital Improvements | - | - | - | - | - | - | - | - | - | - | 9,336,708 | 522,310 | 9,859,018 |
| 306 Transportation Capital | - | - | - | - | - | - | - | 2,100,000 | - | - | 1,758,708 | - | 3,858,708 |
| 308 Sales Tax | - | - | - | - | - | - | - | 300,000 | - | - | - | - | 300,000 |
| 309 Sales Tax - Extension | - | - | - | - | - | 1,134,300 | - | - | - | - | - | 72,295 | 1,206,595 |
| 311 Bond Series 2003A & 2003B | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 321 ESCO Capital Projects | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 330 9-1-1 Capital Projects | - | - | - | - | - | - | - | - | - | - | - | 97,375 | 97,375 |
| 351 Sales Tax Extension 2020 | - | - | - | - | - | 3,402,900 | - | - | - | - | - | - | 3,402,900 |
| 352 Sales Tax Ext 2020 - JPA | - | - | - | - | - | 3,586,830 | - | - | - | - | - | - | 3,586,830 |
| 401 Solid Waste | 1,497,162 | - | - | - | - | - | - | - | - | 8,860,188 | 1,017,985 | 223,951 | 11,599,286 |
| 501 Insurance Service | - | - | - | - | - | - | - | - | - | - | 40,200 | 3,763,484 | 3,803,684 |
| 502 Communications Trust | - | - | - | - | - | - | - | 396,427 | - | - | - | 960,741 | 1,357,168 |
| 505 Motor Pool | - | - | - | - | - | - | - | - | - | - | - | 2,903,256 | 2,903,256 |
| TOTAL | 153,200,104 | 4,470,230 | 8,392,680 | 7,822,609 | 13,235,400 | 13,966,340 | 11,963,739 | 7,616,795 | 287,755 | 35,147,956 | 47,539,076 | 18,098,865 | 274,202,473 |

Notes:
The \$274,202,473 total budgeted revenue is net of interfund transfers.

- Property tax from ad-valorem is allocated in Fund 001-General Fund and Fund 110-Fine and Forfeiture, while the EMS MSTU is allocated in Fund 135-Emergency Medical Services and the other non-advalorem assessments are allocated in Fund 123-Stormwater, Fund 162-Paving Assessment, Fund 164-Special Assessment-Killlearn Lakes Sewer and Fund 401-Solid Waste.
- Public Services Tax (PST) on utilities is estimated to provide \$9.2 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide \$2.8 million in funding for Fund 126 Non-Countywide General Revenue.
- Appropriated Fund Balance is in the amount of \$7.6 million for FY 2020.
- Fees and Assessments account for \$35.5 million of the \$37.2 million in revenue, licenses account for \$1.8 million (\$2.0 million to Fund 120 Building Inspection, \$1.7 million to Fund 121 Development Services & Environ. Mgmt., and \$0.19 million to Fund 126 Non-Countywide General Revenue). \$8.4 million is for Fire Services.
- Other Revenue include funding from interest, rents and royalties, grants, intergovernmental reimbursements, departmental billings, and other miscellaneous revenue.

Leon County Fiscal Year 2020 Adopted Budget

Summary of All Funds

| | | FY 2018 Actual | FY 2019 Adopted | FY 2020 Requested | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned |
|--|-----|--------------------|--------------------|----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Millage Rates | | | | | | | | | |
| General Countywide | | 8.3144 | 8.3144 | 8.3144 | 8.3144 | 8.3144 | 8.3144 | 8.3144 | 8.3144 |
| EMS MSTU | | 0.500 | 0.500 | 0.500 | 0.500 | 0.500 | 0.500 | 0.500 | 0.500 |
| General Fund | 001 | 67,097,038 | 69,568,924 | 73,529,702 | 73,390,946 | 75,104,238 | 79,197,000 | 80,888,385 | 83,899,105 |
| Special Revenue Funds | | | | | | | | | |
| Supervisor of Elections | 060 | 4,308,045 | 4,150,267 | 5,537,297 | 5,530,069 | 4,432,201 | 4,621,291 | 4,551,708 | 5,829,156 |
| Transportation Trust | 106 | 17,950,113 | 18,279,190 | 16,865,223 | 16,817,928 | 22,004,093 | 19,614,633 | 19,703,994 | 20,170,787 |
| Fine and Forfeiture | 110 | 78,933,356 | 80,512,014 | 85,382,483 | 85,577,353 | 89,163,429 | 93,391,285 | 97,835,499 | 102,643,818 |
| Probation Services | 111 | 3,023,544 | 3,279,196 | 3,477,013 | 3,464,492 | 3,576,226 | 3,679,670 | 3,787,796 | 3,901,080 |
| Teen Court | 114 | 113,511 | 80,465 | 81,085 | 80,749 | 83,508 | 86,049 | 90,176 | 92,639 |
| Drug Abuse Trust | 116 | 82,505 | 95,195 | 89,040 | 89,040 | 93,227 | 97,609 | 102,276 | 107,033 |
| Judicial Programs | 117 | 144,277 | 321,486 | 358,085 | 357,134 | 343,707 | 352,413 | 352,583 | 361,980 |
| Building Inspection | 120 | 2,304,475 | 2,283,372 | 2,763,612 | 2,753,841 | 2,579,677 | 2,655,539 | 2,734,184 | 2,816,843 |
| Dvlprnt Svcs & Environ. Mgmt. | 121 | 3,599,835 | 4,104,779 | 4,248,649 | 4,234,991 | 4,385,141 | 4,522,236 | 4,664,047 | 4,812,000 |
| Stormwater Utility | 123 | 5,892,408 | 5,428,870 | 5,450,439 | 5,434,302 | 5,562,520 | 5,739,345 | 5,865,843 | 6,028,320 |
| SHIP Trust | 124 | 1,139,313 | 167,323 | 175,000 | 175,000 | - | - | - | - |
| Grants | 125 | 5,295,592 | 680,732 | 842,942 | 841,544 | 856,554 | 872,127 | 888,283 | 905,057 |
| Non-Countywide Gen. Rev. | 126 | 24,878,925 | 22,064,587 | 22,386,805 | 22,386,805 | 22,859,850 | 23,281,223 | 23,666,223 | 24,050,487 |
| Grants | 127 | 120,100 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 9-1-1 Emergency Communications | 130 | 1,186,875 | 1,280,790 | 1,265,400 | 1,265,400 | 1,303,400 | 1,342,350 | 1,383,200 | 1,424,050 |
| Radio Communication Systems | 131 | 1,654,860 | 1,513,893 | 1,646,820 | 1,646,820 | 1,691,950 | 1,738,433 | 1,648,802 | 1,698,116 |
| EMS MSTU | 135 | 20,163,880 | 20,503,794 | 21,044,940 | 21,008,388 | 22,414,491 | 23,060,662 | 23,696,592 | 24,433,120 |
| Municipal Services | 140 | 8,397,522 | 9,207,993 | 9,650,910 | 9,650,910 | 10,061,354 | 10,298,603 | 10,659,071 | 10,971,809 |
| Fire Rescue Services | 145 | 2,725,550 | 8,154,090 | 8,458,652 | 8,458,652 | 10,138,272 | 10,218,690 | 10,299,912 | 10,381,945 |
| Tourist Development | 160 | 5,331,350 | 6,582,991 | 6,353,195 | 6,450,469 | 6,572,951 | 6,701,530 | 7,007,371 | 7,091,568 |
| Special Assessment. Paving | 162 | 743,114 | 126,540 | 128,440 | 128,440 | 109,081 | 98,747 | 98,768 | 91,760 |
| Killearn Lakes Units I and II Sewer | 164 | 224,992 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 |
| Bank of America Building | 165 | 1,685,244 | 1,808,542 | 2,049,430 | 2,049,430 | 1,868,329 | 1,508,757 | 1,495,459 | 1,223,849 |
| Huntington Oaks Plaza | 166 | 195,328 | 113,357 | 106,991 | 106,991 | 107,350 | 107,507 | 108,669 | 108,836 |
| Subtotal | | 190,300,744 | 191,036,966 | 198,659,951 | 198,806,248 | 210,504,811 | 214,286,199 | 220,937,956 | 229,441,753 |
| Debt Service Funds | | | | | | | | | |
| Series 2003A & 2003B | 211 | 7,074,446 | 7,079,017 | 7,076,873 | 7,076,873 | - | - | - | - |
| ESCO Lease | 221 | 484,514 | - | - | - | - | - | - | - |
| Series 2014 | 222 | 493,139 | 496,301 | 492,662 | 492,662 | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| Subtotal | | 8,052,099 | 7,575,318 | 7,569,535 | 7,569,535 | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| Capital Project Funds | | | | | | | | | |
| Capital Improvements | 305 | 10,028,350 | 11,458,901 | 9,859,018 | 9,859,018 | 9,621,661 | 11,698,824 | 10,096,314 | 10,273,191 |
| Transportation Improvements | 306 | 2,163,064 | 3,344,845 | 3,858,708 | 3,858,708 | 6,545,273 | 3,744,935 | 3,451,595 | 3,493,255 |
| Sales Tax | 308 | 74,828 | - | 300,000 | 300,000 | - | - | - | - |
| Sales Tax - Extension | 309 | 6,635,097 | 4,695,350 | 1,206,595 | 1,206,595 | 1,600,000 | - | - | - |
| Series 1999 Construction | 318 | 50,308 | - | - | - | - | - | - | - |
| 9-1-1 Capital Projects | 330 | - | 80,655 | 97,375 | 97,375 | 98,349 | 99,332 | 100,326 | 101,329 |
| Impact Fee - Countywide Rd. | 341 | 37,972 | - | - | - | - | - | - | - |
| Sales Tax - Extension 2020 | 351 | - | - | 3,402,900 | 3,402,900 | 4,674,000 | 4,767,100 | 4,862,100 | 4,959,950 |
| Sales Tax - Extension 2020 JPA Agreement | 352 | - | - | 3,586,830 | 3,586,830 | 4,809,800 | 4,837,730 | 4,866,610 | 4,896,440 |
| Subtotal | | 19,017,042 | 19,579,751 | 22,311,426 | 22,311,426 | 27,349,083 | 25,147,921 | 23,376,945 | 23,724,165 |
| Enterprise Funds | | | | | | | | | |
| Solid Waste | 401 | 12,344,658 | 10,716,603 | 11,607,934 | 11,599,286 | 12,498,197 | 12,701,653 | 13,159,412 | 13,385,878 |
| Subtotal | | 12,344,658 | 10,716,603 | 11,607,934 | 11,599,286 | 12,498,197 | 12,701,653 | 13,159,412 | 13,385,878 |
| Internal Service Funds | | | | | | | | | |
| Insurance Service | 501 | 4,762,465 | 3,373,865 | 3,803,684 | 3,803,684 | 3,841,535 | 3,879,950 | 3,918,749 | 3,957,935 |
| Communications Trust | 502 | 752,172 | 1,253,622 | 1,357,168 | 1,357,168 | 1,370,737 | 1,384,447 | 1,398,292 | 1,412,271 |
| Motor Pool | 505 | 2,824,580 | 2,729,428 | 2,906,725 | 2,903,256 | 2,932,081 | 2,961,181 | 2,990,550 | 3,020,199 |
| Subtotal | | 8,339,217 | 7,356,915 | 8,067,577 | 8,064,108 | 8,144,353 | 8,225,578 | 8,307,591 | 8,390,405 |
| TOTAL | | 305,150,798 | 305,834,477 | 321,746,125 | 321,741,549 | 336,868,862 | 342,828,413 | 349,941,882 | 362,111,059 |
| Less Interfund Transfers | | 51,283,200 | 42,234,280 | 47,558,825 | 47,539,076 | 52,924,485 | 53,374,766 | 51,962,056 | 54,139,164 |
| NET TOTAL | | 253,867,598 | 263,600,197 | 274,187,300 | 274,202,473 | 283,944,377 | 289,453,647 | 297,979,826 | 307,971,895 |

Leon County Fiscal Year 2020 Adopted Budget

General Fund (001)

Fund Type: General Fund

The General Fund is the general operating fund of the County established by F.S. 129.02(1). Major revenue sources for the County's General Fund include proceeds from ad valorem and other taxes, charges for services, fees, and other miscellaneous revenues. The General Fund is used to account for financial resources and expenditures of general government (except those required to be accounted for in another fund) such as libraries, management information systems, facilities management, etc.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Ad Valorem - General Fund | 311110 | 49,005,574 | 52,212,746 | 58,056,219 | 55,153,408 | 60,222,906 | 61,640,680 | 63,357,348 | 66,154,125 |
| Delinquent Taxes | 311200 | - | 280,000 | 294,737 | 280,000 | 280,000 | 280,000 | 280,000 | 280,000 |
| Delinquent Taxes 2004 | 311204 | 1 | - | - | - | - | - | - | - |
| Delinquent Taxes 2006 | 311206 | 147 | - | - | - | - | - | - | - |
| Delinquent Taxes 2007 | 311207 | - | - | - | - | - | - | - | - |
| Delinquent Taxes 2008 | 311208 | 1,135 | - | - | - | - | - | - | - |
| Delinquent Taxes 2009 | 311209 | 502 | - | - | - | - | - | - | - |
| Delinquent Taxes - 2010 | 311210 | 10,110 | - | - | - | - | - | - | - |
| Delinquent Taxes 2011 | 311211 | 6,939 | - | - | - | - | - | - | - |
| Delinquent Taxes 2012 | 311212 | 7,758 | - | - | - | - | - | - | - |
| Delinquent Taxes 2013 | 311213 | 12,655 | - | - | - | - | - | - | - |
| Delinquent Taxes - 2014 | 311214 | 30,238 | - | - | - | - | - | - | - |
| Delinquent Taxes-2015 | 311215 | 77,625 | - | - | - | - | - | - | - |
| Delinquent Taxes-2016 | 311216 | 87,550 | - | - | - | - | - | - | - |
| Tourist Development (4 Cents) | 312100 | 43,565 | 43,794 | 47,722 | 45,336 | 46,696 | 48,098 | 49,541 | 51,026 |
| Tourist Development (1 Cent) | 312110 | 10,887 | 14,598 | 11,931 | 11,334 | 11,672 | 12,016 | 12,375 | 12,748 |
| Process Server Fees | 329300 | 9,000 | 8,550 | 10,000 | 9,500 | 9,500 | 9,500 | 9,500 | 9,500 |
| Irma FEMA Reimbursement | 331321 | 4,029 | - | - | - | - | - | - | - |
| Federal Payments in Lieu of Taxes | 333000 | 267,278 | 209,950 | 280,000 | 266,000 | 273,980 | 282,199 | 290,666 | 299,386 |
| State Library Aid | 334710 | 175,330 | 165,990 | 150,760 | 143,222 | 143,222 | 143,222 | 143,222 | 143,222 |
| COT Reimbursement for PSC | 337220 | 1,863,076 | 912,754 | 940,137 | 940,137 | 968,341 | 997,391 | 1,027,313 | 1,058,133 |
| GIS | 337300 | 1,285,687 | 1,326,761 | 1,513,419 | 1,513,419 | 1,543,687 | 1,574,561 | 1,606,052 | 1,638,173 |
| CRTPA Reimbursement | 337401 | 731,208 | - | - | - | - | - | - | - |
| Blueprint 2000 Reimbursement | 337402 | 628,480 | 424,505 | 201,804 | 201,804 | 208,706 | 215,889 | 223,367 | 231,154 |
| HFA Emergency Repairs | 337502 | 12,649 | - | - | - | - | - | - | - |
| Payments In Lieu Of Taxes | 339100 | 45,365 | - | - | - | - | - | - | - |
| \$2.00 IT Added Court Cost FS 28.24 (12) | 341160 | 351,186 | 326,895 | 337,300 | 320,435 | 314,070 | 307,800 | 301,625 | 295,545 |
| Zoning Fees | 341200 | 14,550 | 12,350 | 13,000 | 12,350 | 12,350 | 12,350 | 12,350 | 12,350 |
| Hand Fogging Fees | 342950 | 1,025 | 1,130 | 1,300 | 1,235 | 1,247 | 1,260 | 1,272 | 1,284 |
| Medical Examiner Facility Use Fee | 343800 | - | 47,500 | 263,158 | 250,000 | 252,501 | 255,026 | 257,575 | 260,151 |
| Boaa Variance Requests | 343950 | 50 | - | - | - | - | - | - | - |
| Parking Facilities | 344500 | 142,232 | 138,700 | 147,000 | 139,650 | 141,340 | 143,036 | 143,879 | 145,577 |
| Library Parking | 344510 | 43,348 | 35,753 | 43,100 | 40,945 | 41,325 | 4,180 | 43,035 | 44,270 |
| Library Fees | 347100 | 113,725 | 114,000 | 98,000 | 93,100 | 88,350 | 84,550 | 79,800 | 76,000 |
| Library Printing | 347101 | 7,762 | 8,550 | 7,200 | 6,840 | 6,935 | 7,030 | 7,125 | 7,220 |
| FS 29.0085 Court Facilities | 348930 | 687,922 | 773,300 | 627,000 | 595,650 | 605,150 | 613,700 | 536,750 | 632,700 |
| Civil Fee - Circuit Court | 349200 | 154 | - | - | - | - | - | - | - |
| GAL / Circuit-wide Reimbursement Fees | 349501 349600 | 25,628 41 | 27,537 - | 38,836 - | 36,894 - | 37,447 - | 38,009 - | 38,579 - | 39,157 - |
| Interest Income - Investment | 361110 | 211,111 | 98,065 | 98,065 | 98,065 | 98,065 | 98,065 | 98,065 | 98,065 |
| Pool Interest Allocation | 361111 | 621,387 | 945,000 | 999,000 | 949,050 | 958,541 | 968,126 | 977,807 | 987,586 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (143,854) | - | - | - | - | - | - | - |
| Rents And Royalties | 362000 | 2 | 4,086 | 5,000 | 4,750 | 4,750 | 4,750 | 4,750 | 4,750 |
| Gain (loss) On Sale Land | 364300 | 5,000 | - | - | - | - | - | - | - |
| Other Scrap Or Surplus | 365900 | 185,729 | 415,150 | 200,000 | 190,000 | 195,700 | 201,571 | 207,618 | 213,846 |
| Refund Of Prior Year Expenses | 369300 | 21,455 | - | - | - | - | - | - | - |
| Lawsuit Settlements | 369350 | 6,496 | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 187,302 | 104,500 | 223,397 | 212,227 | 212,227 | 212,227 | 212,227 | 212,227 |
| Volunteer Certificate Training Fees | 369930 | 1,800 | 950 | 1,451 | 1,378 | 1,378 | 1,378 | 1,378 | 1,378 |
| Transfer From Fund 106 | 381106 | 72,096 | 97,135 | 106,340 | 106,340 | 108,500 | 111,755 | 115,108 | 118,561 |
| Transfer From Fund 124 | 381124 | 42,000 | - | - | - | - | - | - | - |
| Transfer From Fund 126 | 381126 | 8,687,767 | 7,795,529 | 9,154,601 | 9,154,601 | 5,771,366 | 8,886,630 | 9,299,803 | 9,319,301 |
| Transfer From Fund 140 | 381140 | 103,122 | 103,125 | 116,025 | 116,025 | 119,506 | 123,091 | 126,784 | 130,588 |
| Transfer From Fund 145 | 381145 | - | 1,965 | 1,645 | 1,645 | 1,694 | 1,745 | 1,797 | 1,851 |
| Transfer From Fund 160 | 381160 | 14,500 | 12,270 | - | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

General Fund (001)

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Transfer From Fund 162 | 381162 | 145,031 | 121,040 | 122,940 | 122,940 | 103,581 | 93,247 | 93,268 | 86,260 |
| Transfer From Fund 165 | 381165 | 113,829 | 255,695 | 283,340 | 283,340 | 286,173 | 289,035 | 291,925 | 294,844 |
| Transfer From Fund 401 | 381401 | 51,918 | 82,435 | 85,210 | 85,210 | 86,716 | 88,267 | 89,865 | 91,511 |
| Transfer From Fund 505 | 381505 | 25,000 | - | - | - | - | - | - | - |
| Pensacola Care Lease | 383001 | 146,616 | 146,616 | 146,616 | 146,616 | 146,616 | 146,616 | 146,616 | 146,616 |
| Clerk Excess Fees | 386100 | 135,383 | - | - | - | - | - | - | - |
| Property Appraiser | 386600 | 128,637 | - | - | - | - | - | - | - |
| Tax Collector | 386700 | 663,904 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Supervisor Of Elections | 386800 | 332,114 | - | - | - | - | - | - | - |
| Workers Compensation Insurance | 396600 | (1,785) | - | - | - | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | 2,000,000 | 1,557,500 | 1,557,500 | 1,500,000 | 1,000,000 | 500,000 | 500,000 |
| Total Revenues | | 67,460,971 | 69,568,924 | 76,483,751 | 73,390,946 | 75,104,238 | 79,197,000 | 80,888,385 | 83,899,105 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| County Commission | 100-511 | 1,701,293 | 1,726,166 | 1,774,073 | 1,767,755 | 1,805,031 | 1,844,004 | 1,884,778 | 1,927,442 |
| Commission District 1 | 101-511 | 7,774 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission District 2 | 102-511 | 3,377 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission District 3 | 103-511 | 3,529 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission District 4 | 104-511 | 4,572 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission District 5 | 105-511 | 9,781 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission At-Large (Group 1) | 106-511 | 5,098 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commission At-Large (Group 2) | 107-511 | 10,440 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Commissioners' Account | 108-511 | 22,574 | 25,075 | 25,175 | 25,175 | 25,185 | 25,195 | 25,205 | 25,215 |
| County Administration | 110-512 | 1,101,889 | 1,133,103 | 1,201,209 | 1,199,472 | 1,233,554 | 1,268,817 | 1,305,309 | 1,343,079 |
| Volunteer Services | 113-513 | 192,480 | 207,259 | 217,158 | 216,339 | 222,837 | 229,609 | 236,663 | 244,016 |
| PLACE - Economic Development | 114-512 | 306,574 | 304,755 | 77,000 | 77,000 | - | - | - | - |
| Strategic Initiatives | 115-513 | 720,798 | 746,007 | 833,987 | 831,822 | 815,546 | 836,065 | 857,419 | 879,639 |
| Community and Media Relations | 116-513 | 621,207 | 672,832 | 781,633 | 779,612 | 785,001 | 801,042 | 817,765 | 835,206 |
| County Attorney | 120-514 | 2,088,724 | 2,061,872 | 2,124,648 | 2,121,437 | 2,168,889 | 2,217,825 | 2,268,535 | 2,321,109 |
| Office of Sustainability | 127-513 | 314,316 | 312,706 | 323,271 | 322,550 | 348,448 | 334,590 | 360,987 | 347,654 |
| Office of Management & Budget | 130-513 | 744,904 | 800,406 | 821,019 | 818,657 | 839,620 | 861,436 | 884,138 | 907,768 |
| Clerk - Finance Administration | 132-586 | 1,670,645 | 1,764,742 | 1,852,423 | 1,845,539 | 1,907,996 | 1,965,236 | 2,024,193 | 2,084,919 |
| Procurement | 140-513 | 565,295 | 503,059 | 487,778 | 486,240 | 501,352 | 517,060 | 533,394 | 550,377 |
| Warehouse | 141-513 | 113,172 | 114,842 | 117,973 | 117,491 | 121,356 | 125,385 | 129,580 | 133,951 |
| Facilities Management | 150-519 | 7,153,986 | 7,622,728 | 7,983,387 | 7,968,521 | 8,117,764 | 8,273,302 | 8,431,097 | 8,576,591 |
| Real Estate Management | 156-519 | 269,469 | 299,410 | 355,833 | 355,111 | 344,841 | 349,779 | 354,938 | 360,327 |
| Human Resources | 160-513 | 1,204,447 | 1,405,087 | 1,513,960 | 1,509,093 | 1,549,332 | 1,592,172 | 1,636,839 | 1,683,299 |
| Management Information Services | 171-513 | 6,346,059 | 6,713,267 | 6,936,256 | 6,922,449 | 7,103,234 | 7,287,685 | 7,479,136 | 7,674,253 |
| Article V MIS | 171-713 | 40,521 | - | - | - | - | - | - | - |
| Health Department | 190-562 | 237,345 | 237,345 | 237,345 | 237,345 | 237,345 | 237,345 | 237,345 | 237,345 |
| Mosquito Control | 216-562 | 629,184 | 847,506 | 853,087 | 851,209 | 864,217 | 877,787 | 891,951 | 906,737 |
| Lib - Policy, Planning, & Operations | 240-571 | 844,052 | 891,914 | 912,338 | 909,660 | 927,097 | 945,307 | 964,320 | 984,183 |
| Library Public Services | 241-571 | 4,361,315 | 4,707,401 | 4,682,737 | 4,661,631 | 4,816,017 | 4,977,053 | 5,144,950 | 5,319,629 |
| Library Collection Services | 242-571 | 1,577,549 | 1,600,771 | 1,649,076 | 1,643,829 | 1,677,821 | 1,713,311 | 1,747,771 | 1,783,822 |
| Summer Youth Employment | 278-551 | 36,800 | 40,606 | 40,666 | 40,666 | 40,727 | 40,727 | 40,727 | 40,727 |
| Cooperative Extension | 361-537 | 383,593 | 433,603 | 429,723 | 429,723 | 442,506 | 455,672 | 469,232 | 471,146 |
| Medical Examiner | 370-527 | 480,998 | 460,225 | 540,441 | 540,441 | 549,121 | 557,974 | 567,004 | 567,004 |
| Tubercular Care & Child Protection Exams | 370-562 | 53,250 | 61,000 | 61,000 | 61,000 | 61,000 | 61,000 | 61,000 | 61,000 |
| Baker Act & Marchman Act | 370-563 | 584,976 | 638,156 | 638,156 | 638,156 | 638,156 | 638,156 | 638,156 | 638,156 |
| Medicaid & Indigent Burials | 370-564 | 2,946,599 | 3,101,226 | 3,335,672 | 3,335,672 | 3,433,810 | 3,534,892 | 3,639,007 | 3,746,246 |
| CHSP & Emergency Assistance | 370-569 | 1,256,181 | 1,370,293 | 1,481,006 | 1,480,524 | 1,483,122 | 1,485,844 | 1,488,696 | 1,491,682 |
| Housing Services | 371-569 | 553,403 | 559,103 | 582,477 | 585,596 | 603,047 | 621,195 | 640,076 | 659,718 |
| Veteran Services | 390-553 | 329,351 | 358,013 | 372,659 | 371,598 | 377,273 | 383,217 | 389,446 | 395,973 |
| Capital Regional Transportation Planning Agency | 402-515 | 23,093 | - | - | - | - | - | - | - |
| Blueprint 2000 | 403-515 | 600,882 | 636,693 | 438,309 | 436,719 | 451,425 | 466,726 | 482,639 | 499,201 |
| Public Safety Complex Facilities | 410-529 | 1,494,012 | 1,594,177 | 1,607,538 | 1,606,491 | 1,619,287 | 1,632,558 | 1,661,833 | 1,676,137 |
| Public Safety Complex Technology | 411-529 | 222,187 | 249,527 | 269,503 | 268,924 | 274,321 | 279,669 | 285,230 | 291,009 |
| Geographic Info. Systems | 421-539 | 1,921,469 | 2,041,572 | 2,108,005 | 2,103,224 | 2,154,528 | 2,207,812 | 2,263,163 | 2,320,696 |
| MIS Automation - General Fund | 470-519 | 264,295 | 251,492 | - | - | 300,682 | 302,756 | 304,845 | 306,951 |
| General Fund - Risk | 495-519 | 536,622 | 531,640 | 531,640 | 531,640 | 531,640 | 531,640 | 531,640 | 531,640 |

Leon County Fiscal Year 2020 Adopted Budget

General Fund (001)

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Indirect Costs - General Fund | 499-519 | (6,195,501) | (6,732,000) | (7,144,000) | (7,144,000) | (7,362,000) | (7,587,000) | (7,821,000) | (8,060,000) |
| Property Appraiser | 512-586 | 5,091,369 | 5,088,414 | 5,078,829 | 5,059,837 | 5,180,406 | 5,284,014 | 5,389,694 | 5,497,488 |
| Tax Collector | 513-586 | 4,689,603 | 4,932,000 | 5,077,511 | 5,077,511 | 5,179,061 | 5,282,642 | 5,389,351 | 5,518,156 |
| Court Administration | 540-601 | 205,945 | 204,425 | 207,568 | 206,609 | 213,456 | 220,598 | 228,049 | 235,825 |
| Court Information Systems | 540-713 | 13,078 | 10,705 | 11,815 | 11,815 | 11,933 | 12,052 | 12,172 | 12,294 |
| Guardian Ad Litem | 547-685 | 18,918 | 19,942 | 20,710 | 20,710 | 20,710 | 20,710 | 20,710 | 20,710 |
| GAL Information Systems | 547-713 | 2,572 | 2,770 | 2,715 | 2,715 | 2,742 | 2,770 | 2,798 | 2,826 |
| Planning Department | 817-515 | 728,884 | 973,467 | 1,145,578 | 1,145,289 | 1,016,567 | 1,038,336 | 1,060,606 | 1,064,898 |
| Non-Operating General Fund | 820-519 | 849,812 | 877,159 | 1,006,387 | 1,001,387 | 952,536 | 951,539 | 950,985 | 951,115 |
| Tax Deed Applications | 831-513 | (5,359) | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| Line Item - Detention/Correction | 888-523 | 247,759 | 247,759 | 247,759 | 247,759 | 247,759 | 247,759 | 247,759 | 247,759 |
| Line Item - Human Service Agencies | 888-569 | 102,482 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| COCA Contract | 888-573 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| Transfers | 950-581 | 11,576,037 | 10,133,715 | 14,538,689 | 14,518,940 | 14,991,109 | 17,734,615 | 17,968,364 | 19,553,573 |
| Primary Health Care | 971-562 | 1,693,836 | 1,831,620 | 1,828,601 | 1,828,022 | 1,831,108 | 1,834,341 | 1,837,727 | 1,841,278 |
| CRA-Payment | 972-559 | 2,782,393 | 2,277,443 | 2,726,878 | 2,733,540 | 2,863,222 | 3,092,280 | 3,339,662 | 3,606,835 |
| Budgeted Reserves - General Fund | 990-599 | 585,130 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Budgeted Reserves-Homestead Exemption | 992-599 | - | 2,093,426 | - | - | - | - | - | - |
| Total Appropriations | | 67,097,038 | 69,568,924 | 73,529,702 | 73,390,946 | 75,104,238 | 79,197,000 | 80,888,385 | 83,899,105 |
| Revenues Less Appropriations | | 363,933 | - | 2,954,050 | - | - | - | - | - |

Notes:

Leon County's budget is balanced without increasing the current 8.3144 millage rate. For FY 2020 due to an improved housing and commercial property market, property values increased by 6.05%, providing an additional \$7.9 million in property tax revenue. The property tax increase allowed for an increase in the General Fund (Fund 001) transfer to the capital projects (Fund 305) by \$2.393 million over FY 2019 to \$5.1 million from the General Fund. The remaining \$2.3 million in general revenue transfer to capital is from the Municipal Services Fund (Fund 140), making the total general revenue transfer to capital \$7.4 million. In addition, the Board appropriated \$1.557 million in fund balance, a decrease of \$442,500 from FY 2019. The use of this fund balance still leaves the general fund reserves within policy limits. Out years from FY 2021 to FY 2024 show level use of fund balance in FY 2021, with a declining use of fund balance in later out years.

The MIS allocation costs for FY 2020 to the general fund are reduced for one year due to the appropriation of accumulated fund balance in Communications Trust (Fund 502).

Additionally, FY 2020, implements the first year of the multi-fiscal year plan by reallocating \$2,093,426 in homestead exemption reserves available due to the failure of Amendment #1 in November 2018. The Multi-year fiscal plan that will cumulatively provide tax and fee avoidances of \$4.6 million dollars beginning in FY 2021.

Leon County Fiscal Year 2020 Adopted Budget

Supervisor of Elections (060)

Fund Type: General Fund

The Supervisor of Elections Fund is a general fund established as part of the FY 2002 budget process. The Supervisor of Elections has requested their appropriation be established in a separate fund to provide discrete accounting of their budget. The revenue is transferred from the General Fund. At the conclusion of the fiscal year, any funds available in the Supervisor of Elections fund will be returned to the General Fund as excess fees.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Supervisor Of Elections | 341550 | 26,767 | - | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 1,972 | - | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | 4,291,300 | 4,150,267 | 5,530,069 | 5,530,069 | 4,432,201 | 4,621,291 | 4,551,708 | 5,829,156 |
| Total Revenues | | 4,320,039 | 4,150,267 | 5,530,069 | 5,530,069 | 4,432,201 | 4,621,291 | 4,551,708 | 5,829,156 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| MIS Automation-SOE | 470-513 | 15,440 | 15,381 | 28,094 | 28,094 | 28,375 | 28,659 | 28,946 | 29,235 |
| Supervisor of Elections - Risk | 495-513 | 16,105 | 16,687 | 16,687 | 16,687 | 16,687 | 16,687 | 16,687 | 16,687 |
| Voter Registration | 520-513 | 2,558,305 | 2,696,737 | 2,865,305 | 2,858,320 | 2,978,493 | 3,028,956 | 3,120,433 | 3,177,489 |
| Elections | 520-586 | 215,407 | - | - | - | - | - | - | - |
| Elections | 521-513 | 1,386,081 | 1,421,462 | 2,627,211 | 2,626,968 | 1,408,646 | 1,546,989 | 1,385,642 | 2,605,745 |
| Elections | 521-586 | 116,707 | - | - | - | - | - | - | - |
| Total Appropriations | | 4,308,045 | 4,150,267 | 5,537,297 | 5,530,069 | 4,432,201 | 4,621,291 | 4,551,708 | 5,829,156 |
| Revenues Less Appropriations | | 11,993 | - | (7,228) | - | - | - | - | - |

Notes:

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary and general elections cycles and decreases in off year election cycles. The upcoming FY 2020 cycle is Presidential Preference Primary election. The FY 2020 Supervisor of Elections budget reflects a total increase of \$1.38 million over FY 2019, which was funded as part of the Multi-year fiscal plan related to the reallocation of the homestead reserves.

Leon County Fiscal Year 2020 Adopted Budget

Transportation Trust (106)

Fund Type: Special Revenue

The Transportation Trust Fund is a special revenue fund established by F.S. 129.02(2). Major revenue sources for the Transportation Trust Fund include proceeds from local and state gas taxes. Leon County imposes a total of twelve cents in gas taxes. The County Ninth-Cent, Local Option and Second Local Option are local county taxes. Of those, the Local Option and Second Local Option revenues are split 50/50 with the City of Tallahassee. The 20% Surplus, 5th & 6th Cent and Gas Tax Pour-Over Trust are State gas tax revenues. The fund is used to account for resources dedicated and expenditures restricted to the maintenance/construction of roads and bridges.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| County Ninth-Cent Voted Fuel Tax | 312300 | 1,459,550 | 1,452,455 | 1,573,200 | 1,494,540 | 1,524,431 | 1,554,919 | 1,586,017 | 1,617,738 |
| Local Option Gas Tax | 312410 | 3,784,996 | 3,745,185 | 4,054,700 | 3,851,965 | 3,929,004 | 4,007,585 | 4,087,736 | 4,169,491 |
| 2nd Local Option Gas Tax | 312420 | 3,005,517 | 3,019,290 | 3,206,500 | 3,046,175 | 3,107,165 | 3,169,295 | 3,232,660 | 3,297,260 |
| Federal Payments in Lieu of Taxes | 333000 | 54,013 | 32,582 | 36,300 | 34,485 | 34,485 | 34,485 | 34,485 | 34,485 |
| 20% Surplus Gas Tax | 335420 | 595,897 | 587,955 | 642,400 | 610,280 | 622,440 | 634,885 | 647,615 | 660,535 |
| 5th & 6th Cent Gas Tax | 335430 | 2,383,590 | 2,352,200 | 2,568,000 | 2,439,600 | 2,488,050 | 2,537,450 | 2,588,750 | 2,640,050 |
| Gas Tax Pour-Over Trust | 335440 | 1,309,474 | 1,290,100 | 1,402,205 | 1,332,095 | 1,358,425 | 1,385,594 | 1,413,306 | 1,441,572 |
| Other Transportation | 335490 | 207,632 | 84,170 | 92,900 | 88,255 | 89,138 | 90,029 | 90,929 | 91,838 |
| Service Area App Fees | 343651 | 1,648 | 2,845 | 2,360 | 2,242 | 2,265 | 2,288 | 2,310 | 2,333 |
| FDOT NPDES Reimbursement | 343901 | - | 36,000 | 36,000 | 36,000 | 36,720 | 37,454 | 38,203 | 38,967 |
| DOT Reimbursement-Landscape | 343917 | 38,174 | 38,183 | 34,863 | 34,863 | 35,560 | 36,271 | 36,996 | 37,736 |
| Grading Fee Public Works | 343920 | 42,891 | 27,930 | 43,800 | 41,610 | 42,026 | 42,446 | 42,871 | 43,299 |
| Traffic Signs | 344910 | 311 | 523 | 360 | 342 | 342 | 342 | 342 | 342 |
| Subdivision Fees | 344911 | 5,330 | 1,615 | 3,400 | 3,230 | 3,230 | 3,230 | 3,230 | 3,230 |
| R-O-W Placement Fees | 344913 | 62,936 | 52,250 | 57,800 | 54,910 | 54,910 | 54,910 | 54,910 | 54,910 |
| Signal Maintenance - State Reimb | 344914 | 174,685 | 208,709 | 206,514 | 196,188 | 202,074 | 208,136 | 214,380 | 220,811 |
| Pool Interest Allocation | 361111 | 48,609 | 100,890 | 96,200 | 91,390 | 92,304 | 93,227 | 94,159 | 95,101 |
| Interest Income - Other | 361120 | 2,216 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (30,499) | - | - | - | - | - | - | - |
| Equipment Buyback | 364100 | - | 360,000 | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 319 | 18,050 | - | - | - | - | - | - |
| Transfer From Fund 123 | 381123 | 1,409,832 | 1,554,375 | 1,557,055 | 1,557,055 | 1,599,835 | 1,644,485 | 1,691,060 | 1,754,855 |
| Transfer From Fund 126 | 381126 | 2,243,841 | 3,313,883 | 1,902,703 | 1,902,703 | 6,781,689 | 4,077,602 | 3,844,035 | 3,966,234 |
| Total Revenues | | 16,800,962 | 18,279,190 | 17,517,260 | 16,817,928 | 22,004,093 | 19,614,633 | 19,703,994 | 20,170,787 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Support Services | 400-541 | 614,484 | 635,167 | 606,729 | 605,428 | 620,051 | 635,237 | 651,005 | 667,385 |
| Engineering Services | 414-541 | 3,432,312 | 3,970,872 | 3,989,067 | 3,976,392 | 4,089,137 | 4,206,443 | 4,328,507 | 4,455,585 |
| Transportation Maintenance | 431-541 | 4,428,711 | 4,581,710 | 4,693,172 | 4,674,502 | 4,780,480 | 4,917,472 | 5,014,937 | 5,143,953 |
| Right-Of-Way Management | 432-541 | 2,525,205 | 2,965,534 | 2,987,435 | 2,972,786 | 3,060,503 | 3,141,494 | 3,226,396 | 3,315,452 |
| MIS Automation - Transportation Trust | 470-541 | 19,740 | 20,155 | - | - | 21,377 | 21,525 | 21,674 | 21,824 |
| Transportation Trust - Risk | 495-541 | 67,279 | 71,772 | 71,772 | 71,772 | 71,772 | 71,772 | 71,772 | 71,772 |
| Indirect Costs - Transportation Trust | 499-541 | 1,730,000 | 1,782,000 | 1,842,000 | 1,842,000 | 1,897,000 | 1,954,000 | 2,013,000 | 2,073,000 |
| Transfers | 950-581 | 5,132,381 | 4,241,980 | 2,665,048 | 2,665,048 | 7,453,773 | 4,656,690 | 4,366,703 | 4,411,816 |
| Budgeted Reserves - Transport. Trust | 990-599 | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total Appropriations | | 17,950,113 | 18,279,190 | 16,865,223 | 16,817,928 | 22,004,093 | 19,614,633 | 19,703,994 | 20,170,787 |
| Revenues Less Appropriations | | (1,149,151) | - | 652,037 | - | - | - | - | - |

Notes:

As recommended in the Multi-year fiscal plan approved at the April 23, 2019 Budget Workshop, the gas tax funding traditionally split 50/50 for sidewalk projects and general transportation maintenance, will be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. The fiscal plan recommends \$1.0 million in FY 2020 and \$3.414 million in FY 2021 for transportation flood relief projects. The existing surplus in the sidewalk construction account and the additional Blueprint funding commencing next year, will support sidewalk construction during this reallocation.

FY 2020 also reflects a decrease in transfers to the Transportation Capital Fund related to the use of \$2.1 million from the FY 2018 fund balance sweep to support capital projects including Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision, and Maylor Road.

Leon County Fiscal Year 2020 Adopted Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

The Fine and Forfeiture Fund is a special revenue fund established by F.S. 129.02(3) and F.S. 142.01. Major revenue sources for the County Fine and Forfeiture Fund include proceeds from ad valorem taxes and other miscellaneous revenues. The fund is used to account for revenues collected in support of and expenditures dedicated to criminal prosecution, court operations, and operations of the Sheriff's Department.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Ad Valorem - Fine/Fore. Fund | 311120 | 76,009,969 | 79,060,174 | 88,490,019 | 84,065,518 | 87,627,593 | 91,834,264 | 96,256,594 | 101,041,47 |
| Child Support Enforcement | 331240 | 16,051 | 25,344 | 22,600 | 21,470 | 21,945 | 22,325 | 22,800 | 23,275 |
| Title IV - Child Support Enforcement | 331691 | 3,434 | 3,800 | 4,000 | 3,800 | 3,819 | 3,838 | 3,857 | 3,876 |
| Sheriff Fees-Warrants, Fingerprints, Records | 341520 | 279,655 | 381,996 | 319,000 | 303,050 | 300,010 | 297,065 | 294,120 | 291,175 |
| Sheriff Fee-Public Records | 341521 | - | 49,642 | 40,000 | 40,000 | 40,200 | 40,401 | 40,603 | 40,802 |
| Sheriff Wrecker Services | 341525 | 45,627 | 69,633 | 63,500 | 60,325 | 61,465 | 62,700 | 63,935 | 65,265 |
| Room And Board - Prisoners | 342300 | 399,274 | 504,905 | 503,800 | 478,610 | 492,955 | 507,775 | 522,975 | 538,745 |
| Court Fines | 351120 | 33,734 | 32,420 | 35,000 | 33,250 | 34,580 | 35,910 | 37,430 | 38,855 |
| Crime Prevention (fs 775.083(2)) | 351150 | 73,687 | 74,100 | 78,000 | 74,100 | 76,950 | 79,800 | 82,650 | 86,450 |
| Pool Interest Allocation | 361111 | 237,080 | 310,000 | 343,400 | 326,230 | 329,492 | 332,787 | 336,115 | 339,476 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (12,046) | - | - | - | - | - | - | - |
| Sheriff F.S. 125.315 | 361330 | 556 | - | 180,000 | 171,000 | 174,420 | 174,420 | 174,420 | 174,420 |
| Transfer From Fund 001 | 381001 | 76,947 | - | - | - | - | - | - | - |
| Sheriff Excess Fees | 386400 | 5,638 | - | - | - | - | - | - | - |
| Total Revenues | | <u>77,169,607</u> | <u>80,512,014</u> | <u>90,079,319</u> | <u>85,577,353</u> | <u>89,163,429</u> | <u>93,391,285</u> | <u>97,835,499</u> | <u>102,643,818</u> |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| MIS Automation - State Attorney | 470-602 | 24,180 | 24,905 | 30,542 | 30,542 | 30,755 | 30,970 | 31,187 | 31,405 |
| MIS Automation - Public Defender | 470-603 | 41,885 | 42,890 | 50,573 | 50,573 | 50,943 | 51,314 | 51,688 | 52,066 |
| Fine & Forfeiture - Risk | 495-689 | 231,502 | 232,957 | 232,957 | 232,957 | 232,957 | 232,957 | 232,957 | 232,957 |
| Consolidated Dispatch Agency (CDA) | 507-529 | 2,398,046 | 2,774,529 | 2,896,461 | 2,896,461 | 3,041,284 | 3,193,348 | 3,353,015 | 3,520,666 |
| Diversions Programs | 508-569 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Law Enforcement | 510-586 | 36,555,693 | 38,642,936 | 41,468,368 | 41,333,102 | 43,270,719 | 45,486,762 | 47,854,796 | 50,385,514 |
| Corrections | 511-586 | 35,663,114 | 36,833,566 | 38,530,703 | 38,408,071 | 39,980,374 | 41,782,204 | 43,708,455 | 45,767,922 |
| State Attorney | 532-602 | 99,247 | 118,600 | 118,600 | 118,600 | 118,600 | 118,600 | 118,600 | 118,600 |
| State Attorney | 532-713 | 13,134 | 14,700 | 13,520 | 13,520 | 13,655 | 13,792 | 13,930 | 14,069 |
| Public Defender | 533-603 | 107,397 | 118,525 | 118,525 | 118,525 | 118,525 | 118,525 | 118,525 | 118,525 |
| Public Defender | 533-713 | 17,483 | 17,865 | 16,455 | 16,455 | 16,620 | 16,786 | 16,954 | 17,124 |
| Clerk - Article V Expenses | 537-614 | 425,198 | 420,627 | 420,865 | 420,865 | 429,282 | 437,868 | 437,868 | 437,868 |
| Legal Aid | 555-715 | 257,500 | 259,914 | 259,914 | 259,914 | 134,914 | 134,914 | 134,914 | 134,914 |
| Juvenile Detention Payment - State | 620-689 | 1,079,656 | 900,000 | 1,115,000 | 1,567,768 | 1,614,801 | 1,663,245 | 1,652,610 | 1,702,188 |
| Transfers | 950-581 | 1,919,320 | - | - | - | - | - | - | - |
| Budgeted Reserves - Fine and Forfeiture | 990-599 | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total Appropriations | | <u>78,933,356</u> | <u>80,512,014</u> | <u>85,382,483</u> | <u>85,577,353</u> | <u>89,163,429</u> | <u>93,391,285</u> | <u>97,835,499</u> | <u>102,643,818</u> |
| Revenues Less Appropriations | | <u>(1,763,749)</u> | <u>-</u> | <u>4,696,836</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Notes:

The County implemented and maintained the countywide millage rate of 8.3144 for FY 2020. Additional information regarding this levy is located on the General Fund page. The overall increase to the Sheriff's budget is 5.65% or \$4.2 million. Additional increases include personnel costs for a total of 8 new positions: four new Road Patrol Deputy positions; one Property and Evidence Supervisor; one IT Analyst and two Crime Analysts for the Real Time Crime Center. In addition, \$1.5 million in continued funding is provided for scheduled vehicle replacements.

The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the budget history for this agency was realigned to the CDA.

Leon County Fiscal Year 2020 Adopted Budget

Probation Services (111)

Fund Type: Special Revenue

The Probation Services Fund is a special revenue fund established in support of the administration of County Probation programs. Major revenue sources for the Probation Services Fund include fees related to pre-trial costs, other probation related services, and a transfer from the General Fund. The fund is used to account for resources and expenditures related to the alternative Community Service Work Program, the Pre-trial Release Program, urinalysis testing fees and other County Probation programs and services.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Sheriff GPS Program | 337281 | 100,000 | 100,000 | 100,000 | 100,000 | - | - | - | - |
| Code or Lien Cost Recovery Fee | 341300 | 80 | - | - | - | - | - | - | - |
| Sheriff Fees-Warrants, Fingerprints, Records | 341520 | 373 | - | - | - | - | - | - | - |
| County Court Probation Fees | 349120 | 288,947 | 285,000 | 251,000 | 238,450 | 233,700 | 228,950 | 224,200 | 220,400 |
| Community Service Fees | 349122 | 85,796 | 92,150 | 93,000 | 88,350 | 89,300 | 90,250 | 90,250 | 91,200 |
| Probation-no Show Fees | 349125 | 15,175 | 17,100 | 12,300 | 11,685 | 11,400 | 11,495 | 11,400 | 11,305 |
| Pre-trial Fees | 349130 | 63,972 | 65,170 | 57,000 | 54,150 | 53,105 | 52,060 | 51,015 | 49,970 |
| SCRAM Unit User Fees | 349135 | 33,348 | 60,610 | 40,400 | 38,380 | 38,760 | 39,140 | 39,520 | 39,995 |
| Alternative Community Service Fees | 349140 | 34,175 | 37,050 | 28,900 | 27,455 | 26,885 | 26,315 | 25,840 | 25,365 |
| UA Testing Fees | 349147 | 153,050 | 161,500 | 143,000 | 135,850 | 138,700 | 141,550 | 144,400 | 147,250 |
| Alcohol Testing Fees | 349148 | 58,990 | 70,680 | 57,000 | 54,150 | 53,580 | 53,105 | 52,535 | 52,060 |
| Pool Interest Allocation | 361111 | 14,397 | 25,745 | 20,400 | 19,380 | 19,380 | 19,380 | 19,380 | 19,380 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (10,605) | - | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | 1,864,171 | 2,039,191 | 2,396,642 | 2,396,642 | 2,611,416 | 2,992,425 | 3,129,256 | 3,244,155 |
| Appropriated Fund Balance | 399900 | - | 325,000 | 300,000 | 300,000 | 300,000 | 25,000 | - | - |
| Total Revenues | | 2,701,869 | 3,279,196 | 3,499,642 | 3,464,492 | 3,576,226 | 3,679,670 | 3,787,796 | 3,901,080 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| MIS Automation - Probation Services | 470-523 | 11,915 | 12,236 | - | - | 14,963 | 15,070 | 15,179 | 15,288 |
| Probation Services - Risk | 495-523 | 27,310 | 20,829 | 20,829 | 20,829 | 20,829 | 20,829 | 20,829 | 20,829 |
| Indirect Costs - Probation Services | 499-523 | 638,000 | 625,000 | 630,000 | 630,000 | 649,000 | 668,000 | 688,000 | 709,000 |
| County Probation | 542-523 | 1,103,892 | 1,237,417 | 1,250,254 | 1,243,195 | 1,285,375 | 1,329,468 | 1,375,584 | 1,423,829 |
| Pretrial Release | 544-523 | 1,116,307 | 1,229,551 | 1,405,341 | 1,400,119 | 1,431,829 | 1,468,056 | 1,505,796 | 1,545,412 |
| Drug & Alcohol Testing | 599-523 | 126,120 | 154,163 | 170,589 | 170,349 | 174,230 | 178,247 | 182,408 | 186,722 |
| Total Appropriations | | 3,023,544 | 3,279,196 | 3,477,013 | 3,464,492 | 3,576,226 | 3,679,670 | 3,787,796 | 3,901,080 |
| Revenues Less Appropriations | | (321,675) | - | 22,629 | - | - | - | - | - |

Notes:

For FY 2020, the budget includes a \$2.39 million general revenue subsidy to the Probation Services fund. FY 2020 also includes the appropriation of \$300,000 in fund balance. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000 available from the Inmate Trust Fund. This funding will assist in offsetting the cost of the GPS Monitoring Program. Out years continue the use of fund balance until FY 2022 when the fund balance is depleted. After the available fund balance is exhausted in FY 2022, the general revenue subsidy is anticipated to increase to \$3.1 million in FY 2023 due a continuing decline in program revenues.

Leon County Fiscal Year 2020 Adopted Budget

Teen Court (114)

Fund Type: Special Revenue

Effective July 1, 2005, the Board of County Commissioners authorized a \$3 fee be imposed for certain Court proceedings; the revenue will be used to support the Teen Court program.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Mediation Fees | 349310 | 21 | - | - | - | - | - | - | - |
| Teen Court Fees | 351500 | 68,788 | 80,465 | 84,999 | 80,749 | 83,508 | 86,049 | 90,176 | 92,639 |
| Total Revenues | | 68,809 | 80,465 | 84,999 | 80,749 | 83,508 | 86,049 | 90,176 | 92,639 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Teen Court - Risk | 495-662 | 1,590 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 |
| Indirect Costs - Teen Court | 499-662 | 9,000 | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | 9,000 | 9,000 |
| Court Administration - Teen Court | 586-662 | 102,921 | 70,815 | 71,435 | 71,099 | 73,858 | 76,399 | 79,526 | 81,989 |
| Total Appropriations | | 113,511 | 80,465 | 81,085 | 80,749 | 83,508 | 86,049 | 90,176 | 92,639 |
| Revenues Less Appropriations | | (44,702) | - | 3,914 | - | - | - | - | - |

Notes:

The decrease in expenditures coincides with a decrease in the \$3.00 fee revenue collected from traffic citations. Out-year revenue projections show an anticipated increase in revenue to meet program expenditures. However, if revenues fail to meet projections, then the program will require additional costs reductions or shifting of costs to other sources of court funding.

Leon County Fiscal Year 2020 Adopted Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

The Drug Abuse Trust Fund is a special revenue fund established as the repository for the collection of court costs from felony fines. Funding is used to support drug intervention programs.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| County Alcohol Tf (fs 938.13) | 348125 | 7,879 | 7,700 | 8,100 | 8,100 | 8,200 | 8,400 | 8,600 | 8,700 |
| Felony Drug Intervention | 348241 | 79,079 | 87,495 | 85,000 | 80,750 | 84,835 | 89,015 | 93,480 | 98,135 |
| Pool Interest Allocation | 361111 | 91 | - | 200 | 190 | 192 | 194 | 196 | 198 |
| Total Revenues | | 87,049 | 95,195 | 93,300 | 89,040 | 93,227 | 97,609 | 102,276 | 107,033 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Drug Abuse | 800-562 | 82,505 | 87,068 | 80,750 | 80,750 | 84,835 | 89,015 | 93,480 | 98,135 |
| Budgeted Reserves - Drug Court | 990-599 | - | 8,127 | 8,290 | 8,290 | 8,392 | 8,594 | 8,796 | 8,898 |
| Total Appropriations | | 82,505 | 95,195 | 89,040 | 89,040 | 93,227 | 97,609 | 102,276 | 107,033 |
| Revenues Less Appropriations | | 4,543 | - | 4,260 | - | - | - | - | - |

Notes:

The FY 2020 Drug Court revenues are estimated to decrease from FY 2019 Adopted budget. The out years reflect a nominal increase in projected revenues for the program.

Leon County Fiscal Year 2020 Adopted Budget

Judicial Programs (117)

Fund Type: Special Revenue

On June 8th, 2004, the Board of County Commissioners authorized the imposition of a \$65.00 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either the State or local requirements.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Court Innovations Local Requirement | 348921 | 52,807 | 53,105 | 54,200 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Legal Aid Local Ordinance | 348922 | 52,807 | 53,105 | 54,200 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Law Library Local Ordinance | 348923 | 52,807 | 53,105 | 54,200 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Juvenile Alternative Local Ordinance | 348924 | 52,807 | 53,105 | 54,200 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Pool Interest Allocation | 361111 | 5,491 | - | - | - | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | 109,065 | 151,174 | 151,174 | 136,607 | 144,173 | - | - |
| Total Revenues | | 216,720 | 321,485 | 367,974 | 357,134 | 343,707 | 352,413 | 209,760 | 210,900 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Judicial Programs - Risk | 495-569 | 1,182 | 1,242 | 1,242 | 1,242 | 1,242 | 1,242 | 1,242 | 1,242 |
| Indirect Costs - Judicial Programs | 499-601 | 3,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Alternative Juvenile Programs | 509-569 | 55,513 | 60,305 | 64,592 | 64,352 | 66,501 | 68,739 | 67,763 | 70,186 |
| Law Library | 546-714 | - | 53,105 | 54,698 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Judicial Programs/Article V | 548-662 | 40,582 | 152,729 | 181,855 | 187,560 | 171,414 | 177,312 | 177,698 | 184,102 |
| Legal Aid - Court | 555-715 | 44,000 | 53,105 | 54,698 | 51,490 | 51,775 | 52,060 | 52,440 | 52,725 |
| Total Appropriations | | 144,277 | 321,486 | 358,085 | 357,134 | 343,707 | 352,413 | 352,583 | 361,980 |
| Revenues Less Appropriations | | 72,442 | (1) | 9,889 | - | - | - | (142,823) | (151,080) |

Notes:

Increased expenditures allocated to court required programs are necessitating the use of accumulated fund balance to support these programs. The current use of fund balance is within policy limits. However, the out years show a depleted fund balance beginning in FY 2023. A reduction in programs will need to be implemented if revenues do not increase to support these discrete programs.

Leon County Fiscal Year 2020 Adopted Budget

Building Inspection (120)

Fund Type: Special Revenue

The Building Inspection Fund is a special revenue fund established to account for fees collected on building permits issued within the unincorporated area of Leon County. The fees are used to fund the operation of the Building Plans Review and Inspection Division.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Building Permits | 322000 | 1,765,710 | 1,842,050 | 2,032,000 | 1,930,400 | 2,065,528 | 2,210,115 | 2,364,824 | 2,530,361 |
| Manufactured Homes | 322005 | 38,124 | 40,185 | 49,100 | 46,645 | 51,300 | 56,430 | 62,130 | 68,305 |
| Building/Environmental Inspections | 329114 | - | 54,340 | - | - | - | - | - | - |
| Contractor's Licenses | 329140 | 9,463 | 8,360 | 3,300 | 3,135 | 3,230 | 3,230 | 3,230 | 3,325 |
| Electronic Document Recording Fee | 329290 | 8,235 | - | 9,000 | 8,550 | 8,645 | 8,740 | 8,835 | 8,930 |
| State Surcharge Retention | 335291 | 5,563 | - | 7,000 | 6,650 | 6,916 | 7,192 | 7,480 | 7,780 |
| Pool Interest Allocation | 361111 | 32,942 | 56,430 | 42,400 | 40,280 | 40,683 | 41,089 | 41,501 | 41,916 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (26,565) | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 18 | - | - | - | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | 282,007 | 718,181 | 718,181 | 403,375 | 328,743 | 246,184 | 156,226 |
| Total Revenues | | 1,833,490 | 2,283,372 | 2,860,981 | 2,753,841 | 2,579,677 | 2,655,539 | 2,734,184 | 2,816,843 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Building Plans Review and Inspection | 220-524 | 1,902,799 | 1,889,750 | 1,978,905 | 1,969,134 | 2,029,258 | 2,092,096 | 2,157,717 | 2,226,352 |
| MIS Automation - Building Inspection | 470-524 | 2,770 | 2,858 | 943 | 943 | 3,655 | 3,679 | 3,703 | 3,727 |
| Building Inspection | 495-524 | 8,170 | 9,764 | 9,764 | 9,764 | 9,764 | 9,764 | 9,764 | 9,764 |
| Indirect Costs - Building Inspections | 499-524 | 305,000 | 381,000 | 424,000 | 424,000 | 437,000 | 450,000 | 463,000 | 477,000 |
| Transfers | 950-581 | 85,736 | - | 350,000 | 350,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Appropriations | | 2,304,475 | 2,283,372 | 2,763,612 | 2,753,841 | 2,579,677 | 2,655,539 | 2,734,184 | 2,816,843 |
| Revenues Less Appropriations | | (470,985) | - | 97,369 | - | - | - | - | - |

Notes:

Revenues reflect an increase in FY 2020 based on anticipated growth in the building sector for commercial and housing construction permitting. Permitting revenues have started to stabilize from the significant growth in the construction industry the last three years and have reached pre-recession levels. Fund balance is budgeted to support program expenditures including \$350,000 for additional software upgrades and modifications to further expedite the processing of permits for customers. Fund balance is programmed to decline in the out years as growth is anticipated to increase permitting revenue.

Leon County Fiscal Year 2020 Adopted Budget

Development Support & Environ. Mgmt. Fund (121)

The Development Support and Environmental Management Fund is a special revenue fund established to account for the activities related to Development Support and Environmental Management in accordance with the City of Tallahassee/Leon County Comprehensive Plan. The fund is supported by both permitting fees and general revenue. The functions supported by this Fund include Development Services, Environmental Services, Code Compliance Services, Support Services, and Customer Engagement Services.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Licenses And Permits | 322100 | - | 1,439,250 | 1,692,000 | 1,607,400 | 1,655,850 | 1,705,250 | 1,756,550 | 1,809,750 |
| Stormwater - Standard Form | 329100 | 322,549 | - | - | - | - | - | - | - |
| Stormwater - Short Form B-High | 329110 | 49,359 | - | - | - | - | - | - | - |
| Stormwater - Short Form B-Low | 329111 | 46,277 | - | - | - | - | - | - | - |
| Stormwater - Short Form A | 329112 | 211,532 | - | - | - | - | - | - | - |
| New Address Assignments | 329113 | 48,672 | - | - | - | - | - | - | - |
| Building/Environmental Inspections | 329114 | 120 | - | - | - | - | - | - | - |
| Tree Permits | 329120 | 5,923 | - | - | - | - | - | - | - |
| Vegetative Management Plans | 329121 | 720 | - | - | - | - | - | - | - |
| Landscape Permit Fees | 329130 | 25,672 | - | - | - | - | - | - | - |
| Amend/Resubmittal/Extensions | 329150 | 11,539 | - | - | - | - | - | - | - |
| General Utility Permit | 329160 | 28,032 | - | - | - | - | - | - | - |
| Operating Permit | 329170 | 67,902 | - | - | - | - | - | - | - |
| Communications Tower Bonds | 329171 | 11,706 | - | - | - | - | - | - | - |
| Subdivision Exemptions | 329200 | 33,144 | - | - | - | - | - | - | - |
| Certificate Of Concurrence | 329210 | 15,252 | - | - | - | - | - | - | - |
| Project Status | 329240 | 89,025 | - | - | - | - | - | - | - |
| PUV - Permitted Use Verification | 329250 | 28,455 | - | - | - | - | - | - | - |
| Site Plan Review | 329260 | 155,077 | - | - | - | - | - | - | - |
| Other Development Review Fees | 329270 | 54,374 | - | - | - | - | - | - | - |
| Electronic Document Recording Fee | 329290 | 1,410 | - | - | - | - | - | - | - |
| Code or Lien Cost Recovery Fee | 341300 | 24,210 | 19,760 | 23,900 | 22,705 | 23,845 | 24,985 | 26,315 | 27,550 |
| Driveway Permit Fees | 343930 | 36,629 | 38,855 | 41,100 | 39,045 | 40,945 | 43,035 | 45,125 | 47,405 |
| Environmental Analysis | 343941 | 120,069 | - | - | - | - | - | - | - |
| Boaa Variance Requests | 343950 | 900 | - | - | - | - | - | - | - |
| Reinspection Fees | 349100 | 9,181 | - | - | - | - | - | - | - |
| Code Enforcement Board Fines | 354100 | 16,795 | 13,870 | 19,600 | 18,620 | 18,810 | 19,000 | 19,190 | 19,380 |
| Pool Interest Allocation | 361111 | 5,610 | 9,975 | 14,900 | 14,155 | 14,297 | 14,439 | 14,583 | 14,730 |
| Other Miscellaneous Revenue | 369900 | 8,213 | - | - | - | - | - | - | - |
| Abandon Property Registration Fee | 369905 | 27,750 | 28,690 | 22,300 | 21,185 | 24,320 | 28,025 | 32,205 | 37,050 |
| Transfer From Fund 126 | 381126 | 2,375,000 | 2,554,379 | 2,511,881 | 2,511,881 | 2,607,074 | 2,687,502 | 2,770,079 | 2,856,135 |
| Total Revenues | | 3,831,096 | 4,104,779 | 4,325,681 | 4,234,991 | 4,385,141 | 4,522,236 | 4,664,047 | 4,812,000 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Environmental Services | 420-537 | 1,475,424 | 1,569,082 | 1,632,610 | 1,626,593 | 1,677,668 | 1,730,838 | 1,786,182 | 1,843,837 |
| Development Services | 422-537 | 686,254 | 840,265 | 870,510 | 866,527 | 894,997 | 924,687 | 955,665 | 987,997 |
| Code Compliance Services | 423-537 | 415,844 | 501,602 | 535,160 | 533,632 | 548,579 | 564,115 | 580,262 | 597,055 |
| DS Support Services | 424-537 | 247,962 | 354,454 | 377,686 | 376,579 | 387,869 | 399,605 | 411,805 | 424,483 |
| Customer Engagement Services | 426-537 | 141,822 | 204,700 | 213,098 | 212,075 | 219,596 | 227,421 | 235,425 | 243,781 |
| MIS Automation - Growth Management | 470-537 | 14,785 | 15,091 | - | - | 18,847 | 18,985 | 19,123 | 19,262 |
| Growth Management - Risk | 495-537 | 16,244 | 17,585 | 17,585 | 17,585 | 17,585 | 17,585 | 17,585 | 17,585 |
| Indirect Costs - Growth Management | 499-537 | 601,501 | 602,000 | 602,000 | 602,000 | 620,000 | 639,000 | 658,000 | 678,000 |
| Total Appropriations | | 3,599,835 | 4,104,779 | 4,248,649 | 4,234,991 | 4,385,141 | 4,522,236 | 4,664,047 | 4,812,000 |
| Revenues Less Appropriations | | 231,261 | - | 77,032 | - | - | - | - | - |

Notes:

In FY 2020, due to an increase in permitting activity, permit fee revenue is estimated to increase moderately over FY 2019. Due to this increase in fee revenue, the transfer from general revenue will decrease slightly in FY 2020. Fund balance is not used to support the fund. The out-years reflect an increase in general fund support to meet service demands and is anticipated to increase up to \$2.8 million in FY 2024.

Leon County Fiscal Year 2020 Adopted Budget

Stormwater Utility (123)

Fund Type: Special Revenue

The Stormwater Utility Fund is a special revenue fund established in support of the administration of the unincorporated areas Stormwater Maintenance, Engineering, Facility Improvements, and Water Quality Monitoring programs. Major revenue sources for the Stormwater Utility Fund include: the non ad valorem assessment for stormwater utility and non-restricted revenues (i.e. local half-cent sales, State revenue sharing, etc.).

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Delinquent Taxes | 311200 | - | 35,150 | 39,000 | 37,050 | 37,050 | 37,050 | 37,050 | 37,050 |
| Non Ad-valorem Assessment | 319100 | 3,357,445 | 3,374,728 | 3,630,636 | 3,449,104 | 3,483,595 | 3,518,430 | 3,553,615 | 3,589,150 |
| Delinquent Taxes 2008 | 319208 | 72 | - | - | - | - | - | - | - |
| Delinquent Assesment-2009 | 319209 | 65 | - | - | - | - | - | - | - |
| Delinquent Assessments-2010 | 319210 | 60 | - | - | - | - | - | - | - |
| Delinquent Assessments-2011 | 319211 | 86 | - | - | - | - | - | - | - |
| Delinquent Assessments 2012 | 319212 | 163 | - | - | - | - | - | - | - |
| Delinquent Assessments 2013 | 319213 | 1,561 | - | - | - | - | - | - | - |
| Delinquent Assessments-2014 | 319214 | 3,240 | - | - | - | - | - | - | - |
| Delinquent Assessments-2015 | 319215 | 6,639 | - | - | - | - | - | - | - |
| Delinquent Assessments-2016 | 319216 | 8,589 | - | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 32,668 | 63,365 | 53,500 | 50,825 | 51,333 | 51,846 | 52,365 | 52,888 |
| Net Incr(decr) In Fmv Of Investment | 361300 | 4,222 | - | - | - | - | - | - | - |
| Transfer From Fund 106 | 381106 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| Transfer From Fund 126 | 381126 | 976,846 | 1,155,627 | 1,097,323 | 1,097,323 | 1,190,542 | 1,332,019 | 1,422,813 | 1,549,232 |
| Total Revenues | | 5,191,657 | 5,428,870 | 5,620,459 | 5,434,302 | 5,562,520 | 5,739,345 | 5,865,843 | 6,028,320 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Stormwater Maintenance | 433-538 | 2,859,227 | 3,374,244 | 3,389,448 | 3,373,311 | 3,445,030 | 3,563,478 | 3,628,666 | 3,712,607 |
| MIS Automation - Stormwater | 470-538 | 75 | 100 | 86 | 86 | 87 | 88 | 89 | 90 |
| Stormwater Utility - Risk | 495-538 | 15,656 | - | - | - | - | - | - | - |
| Indirect Costs - Stormwater Utility | 499-538 | 390,000 | 428,000 | 432,000 | 432,000 | 445,000 | 458,000 | 472,000 | 486,000 |
| Tax Collector | 513-586 | 67,617 | 65,920 | 71,850 | 71,850 | 72,568 | 73,294 | 74,028 | 74,768 |
| Transfers | 950-581 | 2,559,832 | 1,554,375 | 1,557,055 | 1,557,055 | 1,599,835 | 1,644,485 | 1,691,060 | 1,754,855 |
| Budgeted Reserves - Stormwater Utility | 990-599 | - | 6,231 | - | - | - | - | - | - |
| Total Appropriations | | 5,892,408 | 5,428,870 | 5,450,439 | 5,434,302 | 5,562,520 | 5,739,345 | 5,865,843 | 6,028,320 |
| Revenues Less Appropriations | | (700,751) | - | 170,020 | - | - | - | - | - |

Notes:

In FY 2014, the County implemented the first increase in 23 years for the stormwater non ad valorem assessment from \$20 to \$85. This allowed for the general revenue subsidy to be decreased by \$2.5 million dollars. The current general revenue subsidy covers the cost of the modest fee discount for low income seniors, disabled veterans and properties that receive a stormwater credit discount, as specified in the related ordinance. The transfer of \$800,000 from the Transportation Trust fund covers the costs of stormwater maintenance activity related to roadways. For FY 2020, the decrease in general revenue support is primarily due an increase in anticipated assessment revenue and level program expenditures.

Leon County Fiscal Year 2020 Adopted Budget

SHIP Trust (124)

Fund Type: Special Revenue

The State Housing Initiatives Partnership (SHIP) Trust Fund is a special revenue fund established in accordance with F.S. 420.9075(5) to account for the distribution of State funds to local housing programs. Expenditures are limited to the administration and implementation of local housing programs.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| SHIP - Doc Stamp Revenue | 345100 | 907,695 | 167,323 | 175,000 | 175,000 | - | - | - | - |
| SHIP Recaptured Revenue | 345150 | 165,462 | - | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 24,157 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (13,142) | - | - | - | - | - | - | - |
| Total Revenues | | 1,084,172 | 167,323 | 175,000 | 175,000 | - | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| SHIP 2014-2017 | 932047-554 | 10,762 | - | - | - | - | - | - | - |
| SHIP 2015-2018 | 932048-554 | 486,730 | - | - | - | - | - | - | - |
| SHIP 2016-2019 | 932049-554 | 161,750 | - | - | - | - | - | - | - |
| SHIP Disaster Fund | 932050-554 | 287,821 | - | - | - | - | - | - | - |
| SHIP Housing Counseling Fund | 932051-554 | 7,000 | - | - | - | - | - | - | - |
| SHIP 2017-2020 | 932052-554 | 143,250 | - | - | - | - | - | - | - |
| SHIP 2018-2021 | 932053-554 | - | 167,323 | - | - | - | - | - | - |
| SHIP 2019-2022 | 932054-554 | - | - | 175,000 | 175,000 | - | - | - | - |
| Transfers | 950-581 | 42,000 | - | - | - | - | - | - | - |
| Total Appropriations | | 1,139,313 | 167,323 | 175,000 | 175,000 | - | - | - | - |
| Revenues Less Appropriations | | (55,142) | - | - | - | - | - | - | - |

Notes:

The State appropriated funding for SHIP during the FY 2019 legislative session. The amount of SHIP funding allocated for Leon County is \$175,000, a slight increase over previous year funding.

Leon County Fiscal Year 2020 Adopted Budget

Grants (125)

Fund Type: Special Revenue

The Grants Fund is a special revenue fund established to account for grants that are consistently received on an annual basis. The fund also accounts for other restricted revenues such as Friends of the Library and the Driver Education funding. As new grants are received during the fiscal year, appropriate action is taken by the Board of County Commissioners to realize these additional grant proceeds into the budget. This fund includes the corresponding County matching funds for the various grants.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| EMPG Base Grant-Federal | 331271 | 86,126 | - | 89,029 | 89,029 | 89,029 | 89,029 | 89,029 | 89,029 |
| Law Enforcement Block Grant | 331280 | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| CDBG Housing Rehabilitation | 331520 | 468,268 | - | - | - | - | - | - | - |
| DCF Drug Court | 334240 | 37,161 | - | - | - | - | - | - | - |
| EMPA Base Grant-State | 334271 | 119,837 | - | 105,806 | 105,806 | 105,806 | 105,806 | 105,806 | 105,806 |
| EM-SHSGP Federal Grant | 334272 | 81,788 | - | - | - | - | - | - | - |
| NWFWMB Springs Restoration Grant | 334353 | 21,427 | - | - | - | - | - | - | - |
| Belair-Annawood Septic to Sewer Grant | 334356 | 60,271 | - | - | - | - | - | - | - |
| Woodside Heights DEP | 334358 | 2,868,731 | - | - | - | - | - | - | - |
| Dep Storage Tank Program | 334392 | 105,327 | 189,000 | 120,508 | 120,508 | 121,713 | 122,930 | 124,159 | 125,401 |
| Mosquito Control | 334610 | 26,071 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 |
| Boating Improvement | 334792 | 9,055 | - | - | - | - | - | - | - |
| Veteran's Court Funds | 334891 | 99,799 | 125,000 | - | - | - | - | - | - |
| BP 2000 Magnolia Dr Multiuse Trail | 337406 | 98,200 | - | - | - | - | - | - | - |
| TCC-Leon Works Expo | 337501 | 45,570 | - | - | - | - | - | - | - |
| HFA Emergency Repairs | 337502 | 28,084 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| BP 2000 St. Marks Greenway | 337702 | 348,699 | - | - | - | - | - | - | - |
| Friends Of The Library | 337714 | 7,357 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| LCRDA Innovation Park Trail | 337730 | 27,125 | - | - | - | - | - | - | - |
| Slosberg \$3 Driver Education | 348531 | 76,927 | 82,080 | 89,300 | 84,835 | 86,532 | 88,263 | 90,028 | 91,828 |
| Slosberg Driver Ed-cfwd | 348532 | 12,759 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | 7,477 | - | - | - | - | - | - | - |
| Contributions And Donations | 366000 | 1,982 | - | - | - | - | - | - | - |
| Community Foundation of N Florida | 366310 | 150 | - | - | - | - | - | - | - |
| Tour-Knight Foundation | 366311 | 15,000 | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 5 | - | - | - | - | - | - | - |
| Library E-Rate Program | 369910 | 16,125 | - | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | 875 | - | - | - | - | - | - | - |
| Transfer From Fund 126 | 381126 | - | - | 90,131 | 90,131 | 316,006 | 328,631 | 341,793 | 355,525 |
| Appropriated Fund Balance | 399900 | - | 197,184 | 213,767 | 213,767 | - | - | - | - |
| Total Revenues | | 4,670,195 | 680,732 | 846,009 | 841,544 | 856,554 | 872,127 | 888,283 | 905,057 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Innovation Park Trail | 042006-572 | 27,125 | - | - | - | - | - | - | - |
| St. Marks Headwaters Greenways | 047001-572 | 348,699 | - | - | - | - | - | - | - |
| Magnolia Drive Multi-Use Trail | 055010-541 | 98,200 | - | - | - | - | - | - | - |
| NWFWMD Grant-Woodside Heights | 061002-535 | 21,427 | - | - | - | - | - | - | - |
| Woodside Heights FDEP Grant | 061003-535 | 2,868,731 | - | - | - | - | - | - | - |
| Belair-Annawood Septic to Sewer | 062007-535 | 60,271 | - | - | - | - | - | - | - |
| Mosquito Control Grant | 214-562 | 4,578 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 | 32,468 |
| Grants - Risk | 495-595 | 1,702 | 1,787 | 1,787 | 1,787 | 1,787 | 1,787 | 1,787 | 1,787 |
| Emergency Management | 864-525 | 45,650 | 121,155 | 121,221 | 121,221 | 121,250 | 121,279 | 121,308 | 121,338 |
| DEP Storage Tank | 866-524 | 158,423 | 170,487 | 181,480 | 181,240 | 186,413 | 191,764 | 197,296 | 203,020 |
| Library E-Rate Program | 912013-571 | 16,125 | - | - | - | - | - | - | - |
| Patron Donations- Library | 913023-571 | 1,387 | - | - | - | - | - | - | - |
| Capeloute Donation | 913024-571 | 595 | - | - | - | - | - | - | - |
| Friends Literacy Contract 2005 | 913045-571 | 7,357 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| FHC Great American Read Grant | 913093-571 | 875 | - | - | - | - | - | - | - |
| Slosberg Drivers Education Grant | 915013-529 | 84,835 | 84,835 | 84,835 | 84,835 | 86,532 | 88,262 | 90,027 | 91,828 |
| Community Foundation of N Florida | 915058-519 | 150 | - | - | - | - | - | - | - |
| Leon Works/Junior Apprentice | 915068-551 | 45,570 | - | - | - | - | - | - | - |
| Boating Improvement | 921043-572 | 9,055 | - | - | - | - | - | - | - |
| BP Horizon Oil Spill | 925017-559 | 61,775 | - | - | - | - | - | - | - |
| HFA Emergency Repairs Program | 932019-554 | 25,084 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |

Leon County Fiscal Year 2020 Adopted Budget

Grants (125)

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| CDBG 2013 | 932077-552 | 279,232 | - | - | - | - | - | - | - |
| CDBG 2013 | 932077-553 | 189,036 | - | - | - | - | - | - | - |
| DCF Drug Court Grant | 943085-622 | 37,161 | - | - | - | - | - | - | - |
| Veteran's Court | 944010-601 | 99,799 | 125,000 | - | - | - | - | - | - |
| Transfers | 950-581 | 500,000 | - | - | - | - | - | - | - |
| Emergency Mgmt.-(EMPG) Base Grant-Federal | 952001-525 | 75,946 | - | - | - | - | - | - | - |
| Emergency Mgmt.-(EMPA) Base Grant-State | 952002-525 | 105,741 | - | - | - | - | - | - | - |
| EM-SHSGP Federal Grant | 952003-525 | 25,250 | - | - | - | - | - | - | - |
| EM-SHSGP Federal Grant | 952004-525 | 56,538 | - | - | - | - | - | - | - |
| EM-EMPG Federal Grant | 952005-525 | 10,179 | - | - | - | - | - | - | - |
| EMPA-Base Grant-State | 952006-525 | 14,096 | - | - | - | - | - | - | - |
| EMPA-Base Grant-State | 952008-525 | - | - | 130,898 | 130,319 | 134,902 | 139,677 | 144,650 | 149,836 |
| EMPG Federal Grant | 952009-525 | - | - | 95,253 | 94,674 | 98,202 | 101,890 | 105,747 | 109,780 |
| BBHCC Equipment Grant | 961058-526 | 15,000 | - | - | - | - | - | - | - |
| FDLE JAG Pre-Trial FY17-18 | 982062-521 | - | 40,000 | - | - | - | - | - | - |
| FDLE JAG Pre-Trial FY 18-19 | 982063-521 | - | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Grant Match Funds | 991-595 | - | 90,000 | 90,000 | 90,000 | 90,000 | 90,000 | 90,000 | 90,000 |
| Total Appropriations | | 5,295,592 | 680,732 | 842,942 | 841,544 | 856,554 | 872,127 | 888,283 | 905,057 |
| Revenues Less Appropriations | | (625,397) | - | 3,067 | - | - | - | - | - |

Note:

For FY 2020, the remaining fund balance in the grant fund and the general revenue transfer of \$90,131 was used to balance the fund's expenditures. As grant program expenditures continue to exceed the grant allocations, particularly in the Emergency Management and Storage Tank Programs, an offsetting increase in the general revenue transfer will be required to maintain levels of service in these areas.

Leon County Fiscal Year 2020 Adopted Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non-County wide General Revenue Fund is a special revenue fund originally established as part of the FY 2002 budget process. Prior to FY 2002, the 1/2 Cent Sales Tax, State Revenue Sharing, and other unrestricted resources were directly budgeted into the specific funds they supported. Beginning in FY 2002, the revenues were brought into this fund and budgetary transfers were established to the funds supported by these revenues. This approach allows for the entire revenue to be shown in one place and all funds being supported to be similarly reflected. These revenues are not deposited directly into the General Fund in order to discretely show support for activities not eligible for Countywide property tax revenue.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Local Communication Svcs Tax | 315000 | 3,076,592 | 3,268,000 | 2,954,000 | 2,806,300 | 2,609,650 | 2,322,750 | 1,974,100 | 1,598,850 |
| State Revenue Sharing | 335120 | 5,787,966 | 5,649,650 | 6,251,000 | 5,938,450 | 6,159,800 | 6,389,700 | 6,628,150 | 6,875,150 |
| Insurance Agents County | 335130 | 19,444 | 65,455 | 56,007 | 53,207 | 53,707 | 54,211 | 54,721 | 55,234 |
| Mobile Home Licenses | 335140 | 23,792 | 21,698 | 27,500 | 26,125 | 25,669 | 25,223 | 24,785 | 24,355 |
| Alcoholic Beverage Licenses | 335150 | 136,308 | 98,610 | 121,300 | 115,235 | 118,560 | 121,885 | 125,400 | 129,010 |
| Racing Tax F.S. 212.20(6) | 335160 | 223,250 | 212,088 | 223,251 | 212,088 | 212,088 | 212,088 | 212,088 | 212,088 |
| Local 1/2 Cent Sales Tax | 335180 | 12,855,444 | 12,749,086 | 13,932,000 | 13,235,400 | 13,680,376 | 14,155,366 | 14,646,979 | 15,155,800 |
| Net Incr(decr) In Fmv Of Investment | 361300 | 6,028 | - | - | - | - | - | - | - |
| Total Revenues | | 22,128,824 | 22,064,587 | 23,565,058 | 22,386,805 | 22,859,850 | 23,281,223 | 23,666,223 | 24,050,487 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Transfers | 950-581 | 24,878,925 | 22,064,587 | 22,386,805 | 22,386,805 | 22,859,850 | 23,281,223 | 23,666,223 | 24,050,487 |
| Total Appropriations | | 24,878,925 | 22,064,587 | 22,386,805 | 22,386,805 | 22,859,850 | 23,281,223 | 23,666,223 | 24,050,487 |
| Revenues Less Appropriations | | (2,750,101) | - | 1,178,253 | - | - | - | - | - |

Note:

Increases in 1/2 Cent Sales Tax and State Shared revenue reflect an improving economy and consumer spending. Total projections for these funds are slightly above the FY 2006 pre-recession collections. However, the decrease in the Communication Services Tax estimate reflects the continued statewide trend in the decline of this revenue, as a result of a reduction in landline communications plans.

Additionally, in FY 2020, the Leon County implemented a Multi-year fiscal plan that will cumulatively provide tax and fee avoidances of \$4.6 million dollars beginning in FY 2021. FY 2020, the plan included additional funding to Solid Waste for increased costs in the recycling contract, and the elimination of the rural waste service center fees.

Leon County Fiscal Year 2020 Adopted Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

This fund was established independently of the reimbursement grant fund (Fund 125) in order post interest to grants as may be required by the grant contract and/or special endowment.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| DOH-Emergency Medical Services | 334201 | - | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| DOH-State EMS Matching Grant | 334202 | 43,071 | - | - | - | - | - | - | - |
| Tree Bank Donations | 337410 | 8,093 | - | - | - | - | - | - | - |
| Friends Endowment | 337716 | 10,612 | - | - | - | - | - | - | - |
| Van Brunt Library Trust | 337725 | 8,602 | - | - | - | - | - | - | - |
| Parks And Recreation | 347200 | 44,948 | - | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 13,055 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (12,078) | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | - | - | - | - | - | - | - | - |
| Total Revenues | | 116,302 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Friends Endowment 2005 | 913115-571 | 12,162 | - | - | - | - | - | - | - |
| Van Brunt Library Trust | 913200-571 | 10,000 | - | - | - | - | - | - | - |
| Tree Bank | 921053-541 | 8,433 | - | - | - | - | - | - | - |
| Miccosukee Community Center | 921116-572 | 1,760 | - | - | - | - | - | - | - |
| Woodville Community Center | 921136-572 | 2,000 | - | - | - | - | - | - | - |
| Ft. Braden Community Center | 921146-572 | 9,842 | - | - | - | - | - | - | - |
| Bradfordville Community Center | 921156-572 | 20,717 | - | - | - | - | - | - | - |
| Lake Jackson Community Center | 921166-572 | 12,032 | - | - | - | - | - | - | - |
| EMS/DOH - EMS Equipment | 961045-526 | - | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| EMS/DOH-Matching Grant M5055 | 961056-526 | 43,155 | - | - | - | - | - | - | - |
| Total Appropriations | | 120,100 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| Revenues Less Appropriations | | (3,798) | - | - | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

The 9-1-1 Emergency Communications Fund is a special revenue fund established in accordance with the Florida Emergency Telephone Act F.S. 365.171. Major revenue sources of the 9-1-1 Emergency Communications Fund include proceeds from the wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173 and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with 9-1-1 emergency services within Leon County.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| State Revenue Sharing Enhanced 911 Fee | 335220 | 357,791 | 504,450 | 442,000 | 419,900 | 432,250 | 445,550 | 458,850 | 472,150 |
| State Revenue Sharing Enhanced 911 DMS | 335221 | 853,303 | 773,300 | 890,000 | 845,500 | 871,150 | 896,800 | 924,350 | 951,900 |
| Pool Interest Allocation | 361111 | 3,660 | 3,040 | - | - | - | - | - | - |
| Total Revenues | | <u>1,214,754</u> | <u>1,280,790</u> | <u>1,332,000</u> | <u>1,265,400</u> | <u>1,303,400</u> | <u>1,342,350</u> | <u>1,383,200</u> | <u>1,424,050</u> |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Enhanced E-911-Administration | 180-525 | 981,875 | 1,223,830 | 1,195,171 | 1,195,171 | 1,231,022 | 1,268,821 | 1,307,519 | 1,347,216 |
| MIS Automation | 470-525 | - | 14,725 | 17,994 | 17,994 | 18,143 | 18,294 | 18,446 | 18,599 |
| Insurance for E-911 | 495-525 | - | 2,235 | 2,235 | 2,235 | 2,235 | 2,235 | 2,235 | 2,235 |
| Indirect Costs - Emergency 911 | 499-525 | 5,000 | 40,000 | 50,000 | 50,000 | 52,000 | 53,000 | 55,000 | 56,000 |
| Transfers | 950-581 | 200,000 | - | - | - | - | - | - | - |
| Total Appropriations | | <u>1,186,875</u> | <u>1,280,790</u> | <u>1,265,400</u> | <u>1,265,400</u> | <u>1,303,400</u> | <u>1,342,350</u> | <u>1,383,200</u> | <u>1,424,050</u> |
| Revenues Less Appropriations | | <u>27,878</u> | <u>-</u> | <u>66,600</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Note:

There is a slight decrease in revenue for this fund. Overall, the fees collected from the landlines are decreasing while the wireless phone devices are increasing.

Leon County Fiscal Year 2020 Adopted Budget

Radio Communication Systems (131)

In accordance with F.S. 318.21(10) \$12.50 from each moving traffic violation shall be distributed and paid monthly via the Clerk of Court's fine distribution system. The fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs that have been previously approved by the State of Florida, Department of Management Services. This program for Leon County is the 800 MHZ radio system.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Radio Communications Program | 351600 | 207,902 | 272,650 | 170,300 | 161,785 | 156,940 | 152,190 | 147,630 | 143,260 |
| Pool Interest Allocation | 361111 | 1,953 | 3,610 | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | 1,435,801 | 1,237,633 | 1,485,035 | 1,485,035 | 1,535,010 | 1,586,243 | 1,501,172 | 1,554,856 |
| Total Revenues | | 1,645,656 | 1,513,893 | 1,655,335 | 1,646,820 | 1,691,950 | 1,738,433 | 1,648,802 | 1,698,116 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Indirect Costs - Radio Communications | 499-519 | 4,000 | 4,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 6,000 |
| 800 Mhz System Maintenance | 529-519 | 1,650,860 | 1,509,893 | 1,641,820 | 1,641,820 | 1,686,950 | 1,733,433 | 1,643,802 | 1,692,116 |
| Total Appropriations | | 1,654,860 | 1,513,893 | 1,646,820 | 1,646,820 | 1,691,950 | 1,738,433 | 1,648,802 | 1,698,116 |
| Revenues Less Appropriations | | (9,203) | - | 8,515 | - | - | - | - | - |

Note:

Decreases in revenue and increase in expenditures have caused the general revenue transfer to increase by \$247,402 to cover the County's share of the 800 Mhz system.

Leon County Fiscal Year 2020 Adopted Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

The Emergency Medical Services MSTU Fund is a special revenue fund established in FY 2004 for emergency medical and transport services. The primary revenue sources are transport fees paid primarily by medical insurance, Medicare and the Emergency Medical Services Municipal Services Taxing Unit.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| MSTU Ad Valorem | 311130 | 7,518,062 | 7,894,311 | 8,812,797 | 8,372,157 | 8,874,487 | 9,207,279 | 9,552,553 | 9,991,970 |
| Delinquent Taxes 2004 | 311204 | - | - | - | - | - | - | - | - |
| Delinquent Taxes 2006 | 311206 | 9 | - | - | - | - | - | - | - |
| Delinquent Taxes 2008 | 311208 | 72 | - | - | - | - | - | - | - |
| Delinquent Taxes 2009 | 311209 | 32 | - | - | - | - | - | - | - |
| Delinquent Taxes - 2010 | 311210 | 644 | - | - | - | - | - | - | - |
| Delinquent Taxes 2011 | 311211 | 442 | - | - | - | - | - | - | - |
| Delinquent Taxes 2012 | 311212 | 450 | - | - | - | - | - | - | - |
| Delinquent Taxes 2013 | 311213 | 692 | - | - | - | - | - | - | - |
| Delinquent Taxes - 2014 | 311214 | 1,838 | - | - | - | - | - | - | - |
| Delinquent Taxes-2015 | 311215 | 4,686 | - | - | - | - | - | - | - |
| Delinquent Taxes-2016 | 311216 | 5,313 | - | - | - | - | - | - | - |
| Ambulance Fees | 342600 | 10,380,289 | 10,108,000 | 11,045,400 | 10,493,130 | 10,702,985 | 10,917,020 | 11,135,425 | 11,358,105 |
| Medicaid - Ambulance Fees | 342601 | - | 200,000 | 210,526 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Special Events | 342604 | 151,139 | 267,900 | 265,400 | 252,130 | 259,730 | 267,520 | 275,500 | 283,765 |
| Patient Transports | 342605 | 12,983 | 9,025 | 23,000 | 21,850 | 21,850 | 21,850 | 21,850 | 21,850 |
| Pool Interest Allocation | 361111 | 82,407 | 190,665 | 162,000 | 153,900 | 155,439 | 156,993 | 158,564 | 160,149 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (44,103) | - | - | - | - | - | - | - |
| Contributions And Donations | 366000 | 8,000 | - | - | - | - | - | - | - |
| Refund Of Prior Year Expenses | 369300 | 997 | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 8,550 | - | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | - | - | - | - | 2,000,000 | 2,090,000 | 2,152,700 | 2,217,281 |
| Transfer From Fund 140 | 381140 | - | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| Appropriated Fund Balance | 399900 | - | 1,633,893 | 1,315,221 | 1,315,221 | - | - | - | - |
| Total Revenues | | 18,132,503 | 20,503,794 | 22,034,344 | 21,008,388 | 22,414,491 | 23,060,662 | 23,696,592 | 24,433,120 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Emergency Medical Services Vehicle & Equipment Replacement | 026014-526 | 1,212,324 | 1,360,000 | 1,302,000 | 1,302,000 | 1,305,000 | 1,350,000 | 1,575,000 | 1,655,000 |
| New Emergency Medical Services Vehicle & Equipment | 026021-526 | 14,717 | - | - | - | - | - | - | - |
| Emergency Medical Services Technology | 076058-526 | 1,417 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Emergency Medical Services | 185-526 | 17,207,424 | 17,604,362 | 18,086,315 | 18,049,763 | 18,394,381 | 18,753,043 | 19,126,259 | 19,513,227 |
| MIS Automation - EMS Fund | 470-526 | 13,145 | 14,053 | - | - | 16,926 | 17,037 | 17,149 | 17,262 |
| EMS - Risk | 495-526 | 60,286 | 63,230 | 63,230 | 63,230 | 63,230 | 63,230 | 63,230 | 63,230 |
| Indirect Costs - EMS | 499-526 | 1,481,000 | 1,281,000 | 1,406,000 | 1,406,000 | 1,448,000 | 1,492,000 | 1,536,000 | 1,582,000 |
| Tax Collector | 513-586 | 150,144 | 156,149 | 162,395 | 162,395 | 162,395 | 162,395 | 162,395 | 162,395 |
| Transfers | 950-581 | 23,423 | - | - | - | - | - | - | - |
| Budgeted Reserves - EMS Fund | 990-599 | - | - | - | - | 999,559 | 1,197,957 | 1,191,559 | 1,415,006 |
| Total Appropriations | | 20,163,881 | 20,503,794 | 21,044,940 | 21,008,388 | 22,414,491 | 23,060,662 | 23,696,592 | 24,433,120 |
| Revenues Less Appropriations | | (2,031,378) | - | 989,404 | - | - | - | - | - |

Notes:

A 6.05% increase in property valuations generated increased ad valorem revenue for this fund. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. Due to outstanding receivable billings, the fee reduction did not directly affect FY18 collections. Actual collections are projected to increase in FY 2019 due to the collection of outstanding billings from the previous rates. Revenue is anticipated to decline then moderate as new billings at lower rates are collected.

For FY 2020, as part of the approved Multi-year fiscal plan, beginning in FY 2021, \$2.0 million in general revenue from debt service savings will be transferred to the EMS fund thereby eliminating the need increase the EMS MSTU to support program expenditures. This will eliminate the use of fund balance in FY 2021. In future budget years, the general revenue transfer to the EMS fund is planned to increase at the rate of property tax growth thereby allowing fund balances to stay within policy limits.

The budgeted reserves starting FY 2022 are for additional crews, ambulances, vehicles and equipment as needed.

Leon County Fiscal Year 2020 Adopted Budget

Municipal Services (140)

Fund Type: Special Revenue

The Municipal Services Fund is a special revenue fund established in support of various municipal services provided in the unincorporated area of Leon County. These services include: parks and recreation, and animal control. The major revenue sources for the Municipal Services Fund are transfers from the Non-Restricted Revenue Fund (i.e. State revenue sharing, the local cent sales tax, etc.) and the Public Services Tax.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Public Service Tax - Electric | 314100 | 6,992,525 | 7,566,055 | 7,797,000 | 7,407,150 | 7,629,365 | 7,858,245 | 8,093,992 | 8,336,812 |
| Public Service Tax - Water | 314300 | 925,689 | 1,014,569 | 1,132,041 | 1,075,439 | 1,107,702 | 1,083,886 | 1,175,160 | 1,210,416 |
| Public Service Tax - Gas | 314400 | 576,259 | 522,500 | 736,568 | 699,740 | 727,729 | 756,838 | 787,112 | 818,597 |
| Public Service Tax - Fuel Oil | 314700 | 4,691 | 2,850 | 3,800 | 3,610 | 3,610 | 3,610 | 3,610 | 3,610 |
| Public Service Tax - 2% Discount | 314999 | (25,546) | (28,500) | (30,000) | (28,500) | (28,500) | (28,500) | (28,500) | (28,500) |
| DOT-Reimbursement Route 27 | 343913 | 5,690 | 5,689 | 5,741 | 5,741 | 5,856 | 5,973 | 6,092 | 6,214 |
| Parks And Recreation | 347200 | 5,697 | 7,030 | 7,400 | 7,030 | 7,030 | 7,125 | 7,220 | 7,220 |
| Coe's Landing Park | 347201 | 63,670 | 70,965 | 94,700 | 89,965 | 92,720 | 95,475 | 98,325 | 101,270 |
| Probation-no Show Fees | 349125 | 35 | - | - | - | - | - | - | - |
| Animal Control Education | 351310 | 297 | - | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 1,935 | 42,085 | 11,300 | 10,735 | 10,842 | 10,951 | 11,060 | 11,170 |
| Contributions And Donations | 366000 | 2,559 | 4,750 | 5,263 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Transfer From Fund 352 | 381352 | - | - | 375,000 | 375,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| Total Revenues | | 8,553,500 | 9,207,993 | 10,138,814 | 9,650,910 | 10,061,354 | 10,298,603 | 10,659,071 | 10,971,809 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Animal Control | 201-562 | 1,374,202 | 1,478,951 | 1,602,208 | 1,600,104 | 1,640,664 | 1,682,741 | 1,726,288 | 1,771,361 |
| Parks and Recreation Services | 436-572 | 2,901,347 | 3,016,978 | 3,134,531 | 3,123,613 | 3,225,577 | 3,286,496 | 3,352,676 | 3,421,979 |
| MIS Automation - Animal Control | 470-562 | 2,882 | 3,723 | - | - | 3,416 | 3,445 | 3,474 | 3,504 |
| MIS Automation - Parks and Recreation | 470-572 | 3,850 | 3,185 | - | - | 3,801 | 3,825 | 3,849 | 3,873 |
| Municipal Services - Risk | 495-572 | 33,945 | 34,477 | 34,377 | 34,377 | 34,477 | 34,477 | 34,477 | 34,477 |
| Indirect Costs - Municipal Services (Animal Control) | 499-562 | 144,000 | 165,000 | 183,000 | 183,000 | 188,000 | 194,000 | 200,000 | 206,000 |
| Indirect Costs - Municipal Services (Parks & Recreation) | 499-572 | 525,000 | 510,000 | 637,000 | 637,000 | 656,000 | 676,000 | 696,000 | 717,000 |
| Payment to City- Parks & Recreation | 838-572 | 1,327,749 | 1,384,178 | 1,443,005 | 1,443,005 | 1,504,334 | 1,568,268 | 1,634,919 | 1,704,403 |
| Transfers | 950-581 | 1,884,547 | 2,596,501 | 2,601,789 | 2,601,789 | 2,776,152 | 2,819,451 | 2,976,433 | 3,077,135 |
| Primary Health Care-Trauma Center | 971-562 | 200,000 | - | - | - | - | - | - | - |
| Budgeted Reserves - Municipal Service | 990-599 | - | 15,000 | 15,000 | 28,022 | 28,933 | 29,900 | 30,955 | 32,077 |
| Total Appropriations | | 8,397,522 | 9,207,993 | 9,650,910 | 9,650,910 | 10,061,354 | 10,298,603 | 10,659,071 | 10,971,809 |
| Revenues Less Appropriations | | 155,978 | - | 487,904 | - | - | - | - | - |

Notes:

For FY 2020, Public Services Tax revenues are projected to increase a modest 1% or \$79,965 due to a mild winter resulting in lower than normal consumption of electricity, natural gas and propane. Total projections are slightly above the FY 2006 pre-recession collections.

In addition, FY 2020 reflects the first transfer from the 2020 Sales Tax Extension Fund (352) made to supplement parks maintenance funding for park facilities constructed from proceeds of previous local government infrastructure sales tax proceeds.

A \$2.3 million transfer to the Capital Fund (Fund 305) supports the \$7.4 million general reserve transfer for capital. The remaining \$5.1 million capital transfer come from the General Fund (Fund 001).

Leon County Fiscal Year 2020 Adopted Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This included adding another fire fighter at unincorporated area fire stations. The funding is derived from a fire service fee levied on single family, commercial and governmental properties in the unincorporated area of the County. Homes are charged a flat rate, and commercial and governmental properties pay per square foot. Square footage associated with the worship area of a church is excluded from the fee. In addition, the County provides support to the Volunteer Fire Departments.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Fire Service Fee | 325201 | 5,885,726 | 5,291,896 | 5,851,906 | 5,559,311 | 5,614,904 | 5,671,053 | 5,727,764 | 5,785,041 |
| Fire Service Fee | 325202 | 2,331,519 | 2,379,715 | 2,544,065 | 2,416,862 | 2,440,889 | 2,465,158 | 2,489,669 | 2,514,425 |
| Delinquent Fees | 325203 | 22,816 | - | - | - | - | - | - | - |
| City VFD Payment | 337407 | - | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 |
| Pool Interest Allocation | 361111 | 40,614 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (27,766) | - | - | - | - | - | - | - |
| Other Miscellaneous Revenue | 369900 | 55,000 | - | - | - | - | - | - | - |
| Transfer From Fund 126 | 381126 | - | - | - | - | 1,600,000 | 1,600,000 | 1,600,000 | 1,600,000 |
| Transfer From Fund 140 | 381140 | 51,661 | - | - | - | - | - | - | - |
| Total Revenues | | 8,359,570 | 8,154,090 | 8,878,451 | 8,458,652 | 10,138,272 | 10,218,690 | 10,299,912 | 10,381,945 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Volunteer Fire Departments | 096002-522 | 30,915 | - | - | - | - | - | - | - |
| MIS Countywide | 470-552 | (425) | - | - | - | - | - | - | - |
| VFD Fire Services - Risk | 495-552 | 23,291 | - | - | - | - | - | - | - |
| Indirect Costs - Fire Services | 499-522 | 28,000 | 25,000 | 31,000 | 31,000 | 32,000 | 33,000 | 34,000 | 35,000 |
| Tax Collector | 513-586 | 47,048 | 47,849 | 50,590 | 50,590 | 51,096 | 51,607 | 52,123 | 52,123 |
| Fire Services Payment | 838-522 | 2,308,886 | 7,554,132 | 7,852,738 | 7,852,738 | 7,930,401 | 8,008,851 | 8,088,095 | 8,168,660 |
| Volunteer Fire Department | 843-522 | 287,835 | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 | 482,479 |
| Transfers | 950-581 | - | 44,630 | 41,845 | 41,845 | 42,296 | 42,753 | 43,215 | 43,683 |
| Budgeted Reserves - Fire Services | 990-599 | - | - | - | - | 1,600,000 | 1,600,000 | 1,600,000 | 1,600,000 |
| Total Appropriations | | 2,725,550 | 8,154,090 | 8,458,652 | 8,458,652 | 10,138,272 | 10,218,690 | 10,299,912 | 10,381,945 |
| Revenues Less Appropriations | | 5,634,020 | - | 419,799 | - | - | - | - | - |

Notes:

In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system; however, direct billing by the City of Tallahassee is the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire service fee rates as recommended in the new fire study.

As part of the approved multi-year fiscal plan, beginning in FY 2021, \$1.6 million in general revenue from debt service savings will be transferred to the Fire Fund instead of increasing the fire fee by an inflationary rate which was projected in the last fire fee assessment study between 4% and 5%. Any increase would need to be agreed upon by the County and City of Tallahassee, as provided in the fire services interlocal agreement. By implementing the recommended multi-year fiscal plan, the projected fire fee can be maintained at its current level by setting aside \$1.6 million in recurring revenue beginning in FY 2021. The out-years budgets reflect this transfer.

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development (160)

Fund Type: Special Revenue

The Tourist Development Fund is a special revenue fund established as the repository for the collection of the 5% Local Option Tourist Development Tax on transient lodging sales in Leon County (bed tax). The Tourist Development Council administers the expenditure of these revenues, as limited by law, to tourist development initiatives. Annual reserves for contingencies are supported by available fund balance. This amount will be determined on an annual basis as part of the budget process.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Tourist Development (4 Cents) | 312100 | 4,660,108 | 4,267,875 | 4,919,840 | 4,673,848 | 4,814,063 | 4,958,485 | 5,107,240 | 5,260,457 |
| Tourist Development (1 Cent) | 312110 | 1,165,022 | 1,422,625 | 1,229,960 | 1,168,462 | 1,203,516 | 1,239,622 | 1,276,810 | 1,315,114 |
| Pool Interest Allocation | 361111 | 107,011 | 52,250 | 108,000 | 102,600 | 103,626 | 104,662 | 105,709 | 106,767 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (90,341) | - | - | - | - | - | - | - |
| Tax Collector F.S. 125.315 | 361320 | 6,981 | - | - | - | - | - | - | - |
| Rents And Royalties | 362000 | - | 10,200 | - | - | - | - | - | - |
| Merchandise Sales | 365000 | 3,686 | 3,200 | 3,825 | 3,634 | 3,743 | 3,855 | 3,971 | 4,091 |
| Special Event Grant Reimbursements | 366500 | 14,000 | 12,500 | 12,500 | 12,500 | 12,750 | 13,005 | 13,265 | 13,530 |
| Other Contributions | 366930 | 45 | - | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 |
| Other Miscellaneous Revenue | 369900 | 137,244 | 94,341 | 76,316 | 72,500 | 75,401 | 78,417 | 81,554 | 84,816 |
| Appropriated Fund Balance | 399900 | - | 720,000 | 414,525 | 414,525 | 357,452 | 301,084 | 416,422 | 304,393 |
| Total Revenues | | 6,003,755 | 6,582,991 | 6,767,366 | 6,450,469 | 6,572,951 | 6,701,530 | 7,007,371 | 7,091,568 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Tourism Development Building Administration | 086065-552 | 74,484 | 100,000 | - | - | - | - | - | - |
| Advertising | 301-552 | 520,743 | 524,785 | 609,182 | 608,237 | 616,512 | 628,114 | 640,157 | 652,664 |
| Marketing | 302-552 | 1,450,762 | 1,566,473 | 1,616,473 | 1,616,473 | 1,666,473 | 1,716,473 | 1,766,473 | 1,766,473 |
| Special Projects | 303-552 | 1,462,076 | 1,688,050 | 1,944,892 | 2,008,111 | 2,026,209 | 2,045,025 | 2,064,580 | 2,084,910 |
| MIS Automation - Tourism Development | 304-552 | 641,495 | 615,000 | 730,000 | 765,000 | 765,000 | 765,000 | 765,000 | 765,000 |
| Tourism Development - Risk | 470-552 | 11,170 | 11,250 | 7,822 | 7,822 | 7,877 | 7,932 | 7,987 | 8,043 |
| Indirect Costs - Tourism Development | 495-552 | 7,306 | 7,538 | 5,364 | 5,364 | 5,364 | 5,364 | 5,364 | 5,364 |
| Council on Culture & Arts (COCA) | 499-552 | 273,000 | 235,000 | 221,000 | 221,000 | 232,000 | 244,000 | 256,000 | 269,000 |
| Transfers | 888-573 | 875,814 | 1,422,625 | 1,168,462 | 1,168,462 | 1,203,516 | 1,239,622 | 1,276,810 | 1,315,114 |
| Budgeted Reserves - Tourism Development | 950-581 | 14,500 | 362,270 | - | - | - | - | 175,000 | 175,000 |
| | 990-599 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Total Appropriations | | 5,331,350 | 6,582,991 | 6,353,195 | 6,450,469 | 6,572,951 | 6,701,530 | 7,007,371 | 7,091,568 |
| Revenues Less Appropriations | | 672,406 | - | 414,171 | - | - | - | - | - |

Notes:

Estimated revenue per penny is anticipated to increase from \$1,138,000 per penny in FY 2019 to \$1,168,485 in FY 2020. In addition, in FY 2020, the Board approved the reallocation of the 1/4 Cent (\$292,000) previously allocated to the Council on Culture and Arts (COCA) as follows: \$200,000 for the Legacy Event Grant program which will bring the total budget for the Legacy Grant Program to \$300,000; and \$92,000 for the Concert Series at the Capital City Amphitheater to bring the total concert series budget to \$250,000.

Leon County Fiscal Year 2020 Adopted Budget

County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the General Fund (001).

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 4,090 | 5,890 | 2,200 | 2,090 | 2,111 | 2,132 | 2,153 | 2,175 |
| Other Interest Earnings | 361390 | 25,623 | 17,100 | 19,100 | 18,145 | 14,250 | 11,400 | 8,740 | 5,985 |
| Special Assessments | 363000 | 168,587 | 103,550 | 113,900 | 108,205 | 92,720 | 85,215 | 87,875 | 83,600 |
| Total Revenues | | 198,300 | 126,540 | 135,200 | 128,440 | 109,081 | 98,747 | 98,768 | 91,760 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Tax Collector | 513-586 | 3,262 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 |
| Transfers | 950-581 | 739,852 | 121,040 | 122,940 | 122,940 | 103,581 | 93,247 | 93,268 | 86,260 |
| Total Appropriations | | 743,114 | 126,540 | 128,440 | 128,440 | 109,081 | 98,747 | 98,768 | 91,760 |
| Revenues Less Appropriations | | (544,814) | - | 6,760 | - | - | - | - | - |

Notes:

This fund continues to see a decline in revenue as previous special assessments are paid in full and the lack of new assessments being levied in recent years due to a decline in projects.

Leon County Fiscal Year 2020 Adopted Budget

Special Assessment - Killearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with of the special assessment levied on property owners in Killearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 3,293 | - | - | - | - | - | - | - |
| Special Assessment - Killearn Lakes Sewer | 363230 | 224,992 | 237,500 | 250,000 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 |
| Total Revenues | | 228,285 | 237,500 | 250,000 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Tax Collector | 513-586 | 4,497 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Sewer Services Killearn Lakes Units I and II | 838-535 | 220,495 | 232,500 | 232,500 | 232,500 | 232,500 | 232,500 | 232,500 | 232,500 |
| Total Appropriations | | 224,992 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 | 237,500 |
| Revenues Less Appropriations | | 3,293 | - | 12,500 | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

County Government Annex (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the County Government Annex on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. Revenues associated with this fund are primarily be generated by leases associated with the tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building, which will be paid in full by FY 2020.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Parking Facilities | 344500 | 74,735 | 181,639 | 189,773 | 180,284 | 181,614 | 174,812 | 138,997 | 120,013 |
| Pool Interest Allocation | 361111 | 18,628 | 30,000 | 22,300 | 21,185 | 21,397 | 21,611 | 21,826 | 22,045 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (14,722) | - | - | - | - | - | - | - |
| Rents And Royalties | 362000 | 1,654,970 | 1,596,903 | 1,787,327 | 1,697,961 | 1,665,318 | 1,312,334 | 1,334,636 | 1,081,791 |
| Appropriated Fund Balance | 399900 | - | - | 150,000 | 150,000 | - | - | - | - |
| Total Revenues | | 1,733,611 | 1,808,542 | 2,149,400 | 2,049,430 | 1,868,329 | 1,508,757 | 1,495,459 | 1,223,849 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| County Government Annex | 086025-519 | 727,796 | 250,000 | 250,000 | 250,000 | 250,000 | 275,000 | 610,000 | 325,000 |
| County Government Annex | 154-519 | 343,627 | 462,201 | 495,142 | 495,142 | 506,647 | 518,768 | 527,940 | 537,411 |
| County Government Annex - Risk | 495-519 | 40,092 | 39,594 | 39,594 | 39,594 | 39,594 | 39,594 | 39,594 | 39,594 |
| Indirect Costs - County Government Annex | 499-519 | 24,000 | 24,000 | 24,000 | 24,000 | 25,000 | 25,000 | 26,000 | 27,000 |
| Transfers | 950-581 | 549,729 | 1,032,747 | 1,240,694 | 1,240,694 | 286,173 | 289,035 | 291,925 | 294,844 |
| Budgeted Reserves - BOA Building (Operating) | 990-599 | - | - | - | - | 760,915 | 361,360 | - | - |
| Total Appropriations | | 1,685,244 | 1,808,542 | 2,049,430 | 2,049,430 | 1,868,329 | 1,508,757 | 1,495,459 | 1,223,849 |
| Revenues Less Appropriations | | 48,366 | - | 99,970 | - | - | - | - | - |

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include design for air handling unit (AHU) replacement on the 6th floor, refresh/update landscaping of property, and general building maintenance and repairs. Specific project details are located in the Capital Improvements Project Section.

In addition, for FY 2020, fund balance is being appropriated for transfer to the associated debt service fund (211) to pay the remaining debt service for the bonds issued to purchase the building. Out year transfers reflect utility payments to the General Fund (001).

Leon County Fiscal Year 2020 Adopted Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of a community center. Revenue from this fund is derived from lease payments from space rentals for use in maintaining the property.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 4,857 | - | - | - | - | - | - | - |
| Rents And Royalties | 362000 | 124,629 | 113,357 | 112,622 | 106,991 | 88,055 | 77,932 | 70,788 | 41,888 |
| Appropriated Fund Balance | 399900 | - | - | - | - | 19,295 | 29,575 | 37,881 | 66,948 |
| Total Revenues | | 129,486 | 113,357 | 112,622 | 106,991 | 107,350 | 107,507 | 108,669 | 108,836 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Huntington Oaks Plaza Bldg Improvement | 083002-519 | 100,495 | - | - | - | - | - | - | - |
| Huntington Oaks Plaza Operating | 155-519 | 77,211 | 94,901 | 86,535 | 86,535 | 86,894 | 87,051 | 87,213 | 87,380 |
| Huntington Oaks - Risk | 495-519 | 12,622 | 12,456 | 12,456 | 12,456 | 12,456 | 12,456 | 12,456 | 12,456 |
| Indirect Costs - Huntington Oaks Plaza | 499-519 | 5,000 | 6,000 | 8,000 | 8,000 | 8,000 | 8,000 | 9,000 | 9,000 |
| Total Appropriations | | 195,328 | 113,357 | 106,991 | 106,991 | 107,350 | 107,507 | 108,669 | 108,836 |
| Revenues Less Appropriations | | (65,842) | - | 5,631 | - | - | - | - | - |

Notes:

Due to the termination of some leases, FY 2020 reflects a slight decline in anticipated rents and royalties from FY 2019. Further out year declines are based on the expiration of current leasing agreements. The use of available fund balance is programmed for the out years beginning in FY 2021. It is anticipated that continued marketing efforts by the County will increase occupancy of available lease space.

Leon County Fiscal Year 2020 Adopted Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

The Bond Series 2012A & 2012B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Bonds Series 2012A (Tax Exempt) and 2012B (Taxable). These bonds were issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County Courthouse facility. (This fund was changed from Bond Series 2003A & 2003B due to refinancing of the Bond with a bank loan in 2012).

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Transfer From Fund 126 | 381126 | 6,640,146 | 6,298,596 | 6,119,519 | 6,119,519 | - | - | - | - |
| Transfer From Fund 165 | 381165 | 435,900 | 777,052 | 957,354 | 957,354 | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | 3,369 | - | - | - | - | - | - |
| Total Revenues | | <u>7,076,046</u> | <u>7,079,017</u> | <u>7,076,873</u> | <u>7,076,873</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Bond Series 2012A (Tax Exempt) | 975-582 | 136,027 | 1,441,706 | 7,076,873 | 7,076,873 | - | - | - | - |
| Bond Series 2012B (Taxable) | 976-582 | 6,938,420 | 5,637,311 | - | - | - | - | - | - |
| Total Appropriations | | <u>7,074,446</u> | <u>7,079,017</u> | <u>7,076,873</u> | <u>7,076,873</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Revenues Less Appropriations | | <u>1,600</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Notes:

This bank loan will be fully paid by year-end FY 2020.

Leon County Fiscal Year 2020 Adopted Budget

ESCO Lease (221)

Fund Type: Debt Service

The ESCO Lease Fund is a debt service fund established to account for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Transfer From Fund 001 | 381001 | 484,514 | - | - | - | - | - | - | - |
| Total Revenues | | 484,514 | - | - | - | - | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| ESCO Lease | 977-582 | 484,514 | - | - | - | - | - | - | - |
| Total Appropriations | | 484,514 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | 1 | - | - | - | - | - | - | - |

Notes:

This fund is closed.

Leon County Fiscal Year 2020 Adopted Budget

2017 Capital Improvement Revenue Refinancing (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Transfer From Fund 126 | 381126 | 496,785 | 493,071 | 492,662 | 492,662 | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| Appropriated Fund Balance | 399900 | - | 3,230 | - | - | - | - | - | - |
| Total Revenues | | <u>496,785</u> | <u>496,301</u> | <u>492,662</u> | <u>492,662</u> | <u>3,268,180</u> | <u>3,270,062</u> | <u>3,271,593</u> | <u>3,269,753</u> |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| 2014 Debt Series | 979-582 | 493,139 | 496,301 | 492,662 | 492,662 | 3,268,180 | 3,270,062 | 3,271,593 | 3,269,753 |
| Total Appropriations | | <u>493,139</u> | <u>496,301</u> | <u>492,662</u> | <u>492,662</u> | <u>3,268,180</u> | <u>3,270,062</u> | <u>3,271,593</u> | <u>3,269,753</u> |
| Revenues Less Appropriations | | <u>3,646</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Notes:

At the April 26, 2017 workshop, the Board approved the refinancing of a FY 2014 bank loan which saved \$489,075 over the life of the loan. The increased payment in FY 2021 reflects increased principle payments on the loan.

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

Fund Type: Capital Projects

The Capital Improvements Fund is a capital project fund established in support of the County's Capital Improvement Program. A major revenue source of the Capital Improvement Fund is a transfer from general revenue dollars. The fund is used to account for resources and expenditures associated with the acquisition or construction of major non-transportation related capital facilities and/or projects other than those financed by Proprietary Funds.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 354,982 | 403,266 | 549,800 | 522,310 | 527,533 | 532,808 | 538,137 | 543,519 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (360,098) | - | - | - | - | - | - | - |
| Gain (loss) On Sale Land | 364300 | 39,500 | - | - | - | - | - | - | - |
| Transfer From Fund 001 | 381001 | 3,420,236 | 2,706,624 | 5,107,194 | 5,107,194 | 4,412,482 | 6,444,656 | 6,633,528 | 6,708,125 |
| Transfer From Fund 110 | 381110 | 1,919,320 | - | - | - | - | - | - | - |
| Transfer From Fund 120 | 381120 | 85,736 | - | 350,000 | 350,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Transfer From Fund 123 | 381123 | 1,150,000 | - | - | - | - | - | - | - |
| Transfer From Fund 125 | 381125 | 500,000 | - | - | - | - | - | - | - |
| Transfer From Fund 126 | 381126 | 3,000,000 | - | - | - | - | - | - | - |
| Transfer From Fund 140 | 381140 | 1,729,764 | 2,293,376 | 2,285,764 | 2,285,764 | 2,456,646 | 2,496,360 | 2,649,649 | 2,746,547 |
| Transfer From Fund 160 | 381160 | - | 350,000 | - | - | - | - | 175,000 | 175,000 |
| Transfer From Fund 162 | 381162 | 594,821 | - | - | - | - | - | - | - |
| Transfer From Fund 352 | 381352 | - | - | 1,593,750 | 1,593,750 | 2,125,000 | 2,125,000 | - | - |
| Transfer From Fund 501 | 381501 | 1,100,000 | - | - | - | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | 5,705,635 | - | - | - | - | - | - |
| Total Revenues | | 13,534,261 | 11,458,901 | 9,886,508 | 9,859,018 | 9,621,661 | 11,698,824 | 10,096,314 | 10,273,191 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| General Vehicle & Equipment Replacement | 026003-519 | 253,567 | 227,000 | 246,000 | 246,000 | 531,000 | 540,000 | 466,000 | 525,000 |
| Stormwater Vehicle and Equipment | 026004-519 | 43,155 | - | - | - | - | - | - | - |
| Stormwater Vehicle & Equipment Replacement | 026004-538 | 96,778 | 203,000 | 267,000 | 267,000 | 393,000 | 1,015,000 | 528,000 | 673,000 |
| Fleet Management Shop Equipment | 026010-519 | 49,973 | 25,000 | - | - | - | 35,000 | - | 30,000 |
| General Government New Vehicle Requests | 026018-519 | 25,719 | - | 52,000 | 52,000 | - | - | - | - |
| New Stormwater Vehicle & Equipment | 026020-538 | - | 62,383 | - | - | - | - | - | - |
| Helicopter for Sheriff's Office | 026023-521 | - | - | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 |
| Woodville Community Park | 041002-572 | 171,155 | - | - | - | - | - | - | - |
| J. Lee Vause Park | 043001-572 | 30,551 | - | 130,000 | 130,000 | - | - | - | - |
| Okeehoopkee Prairie Park | 043008-572 | 18,660 | - | - | - | - | - | - | - |
| Northeast Community Park | 044001-572 | 18,215 | - | - | - | - | - | - | - |
| Apalachee Regional Park | 045001-572 | 193,870 | 850,000 | 193,405 | 193,405 | - | 250,000 | 100,000 | 500,000 |
| J.R. Alford Greenway | 045004-572 | 30,000 | - | - | - | - | - | - | - |
| Pedrick Road Pond Walking Trail | 045007-572 | 9,818 | - | - | - | - | - | - | - |
| Parks Capital Maintenance | 046001-572 | 185,569 | 325,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| Playground Equipment Replacement | 046006-572 | 106,702 | - | 175,000 | 175,000 | - | 150,000 | - | 150,000 |
| New Vehicles and Equipment for Parks/Greenways | 046007-572 | 155,254 | 82,800 | - | - | 53,750 | - | - | - |
| Greenways Capital Maintenance | 046009-572 | 218,950 | 350,000 | 150,000 | 150,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| Dog Parks - Unincorporated Area | 046013-572 | - | 30,000 | 30,000 | 30,000 | - | - | - | - |
| Chaires Park | 046014-572 | - | - | 800,000 | 800,000 | - | - | - | - |
| St. Marks Headwaters Greenways | 047001-572 | 7,650 | - | - | - | - | - | - | - |
| Boat Landing Improvements and Renovations | 047002-572 | 23,165 | 125,000 | - | - | - | - | - | - |
| N. Florida Fairgrounds Milling and Resurfacing | 051009-541 | - | - | - | - | 220,000 | - | - | - |
| Stormwater and Transportation Improvements | 056010-541 | 80,128 | - | - | - | - | - | - | - |
| Street Lights Placement in Unincorporated Areas | 057013-541 | 37,066 | 125,000 | - | - | - | - | - | - |
| 2/3rds Tower Oaks Private Road Paving | 057917-541 | 14,673 | - | - | - | - | - | - | - |
| Belair-Annawood Septic to Sewer | 062007-535 | 7,424 | - | - | - | - | - | - | - |
| Faulk Drive Pond Sediment Removal | 063010-538 | 16,409 | - | - | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Stormwater Structure Inventory and Mapping | 066003-538 | 599,496 | - | - | - | - | - | - | - |
| TMDL Compliance Activities | 066004-538 | 10,000 | - | - | - | - | - | - | - |
| Stormwater Pond Repairs | 066026-538 | 33,800 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Stormwater Infrastructure Preventative Maintenance | 067006-538 | 8,621 | 300,000 | - | - | - | - | - | - |
| Financial Hardware and Software | 076001-519 | 132,686 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Data Wiring | 076003-519 | 22,644 | - | - | - | - | - | - | - |
| Supervisor of Elections Technology | 076005-519 | 59,280 | 69,600 | 86,150 | 86,150 | 50,000 | 50,000 | 50,000 | 50,000 |
| County Compute Infrastructure | 076008-519 | 605,671 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 |
| Geographic Information Systems | 076009-539 | 426,738 | 188,280 | 188,280 | 188,280 | 188,280 | 188,280 | 188,280 | 188,280 |
| Library Services Technology | 076011-571 | 15,146 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Permit & Enforcement Tracking System | 076015-537 | 29,716 | 150,000 | 450,000 | 450,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| Courtroom Technology | 076023-519 | 46,807 | 132,000 | - | - | 133,820 | 133,820 | 133,820 | 133,820 |
| User Computer Upgrades | 076024-519 | 296,504 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Mobile Devices | 076042-519 | 32,221 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| State Attorney Technology | 076047-519 | 68,254 | 110,900 | - | 110,900 | 110,900 | 110,900 | 110,900 | 110,900 |
| State Attorney Technology | 076047-713 | - | - | 110,900 | - | - | - | - | - |
| Public Defender Technology | 076051-519 | 24,288 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Geographic Information Systems Incremental Basemap Update | 076060-539 | 298,500 | 298,500 | 298,500 | 298,500 | 298,500 | 298,500 | 298,500 | 298,500 |
| Records Management | 076061-519 | 44,131 | - | - | - | - | - | - | - |
| E-Filing System for Court Documents | 076063-519 | - | - | - | - | 125,000 | 125,000 | - | - |
| Huntington Oaks Plaza Renovations | 083002-519 | 36,727 | - | - | - | - | - | - | - |
| Courtroom Minor Renovations | 086007-519 | 66,889 | 80,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| Architectural & Engineering Services | 086011-519 | 51,266 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| Courthouse Security | 086016-519 | 19,190 | 35,000 | 35,000 | 35,000 | 40,000 | 20,000 | 35,000 | 20,000 |
| Common Area Furnishings | 086017-519 | 35,716 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Courthouse Renovations | 086027-519 | 85,939 | 653,790 | 373,579 | 373,579 | 40,000 | 40,000 | 40,000 | 40,000 |
| Jail Complex Maintenance | 086031-523 | 2,478,872 | 2,894,953 | 1,713,500 | 1,713,500 | 2,020,000 | 1,167,900 | 1,720,000 | 1,350,000 |
| Main Library Improvements | 086053-571 | 38,809 | - | - | - | - | - | - | - |
| Medical Examiner Facility | 086067-527 | 1,312,969 | 332,597 | - | - | - | - | - | - |
| Lake Jackson Town Center Sense of Place | 086068-519 | 10,415 | - | - | - | - | - | - | - |
| Fleet Management Shop Improvements | 086071-519 | 11,242 | - | - | - | - | - | - | - |
| Building Roofing Repairs and Replacements | 086076-519 | 38,050 | 300,000 | 889,827 | 889,827 | 650,000 | 900,000 | 575,000 | 325,000 |
| Building Mechanical Repairs and Replacements | 086077-519 | 482,782 | 867,651 | 935,334 | 935,334 | 271,000 | 371,000 | 549,000 | 481,000 |
| Building Infrastructure Improvements | 086078-519 | 550,701 | 1,143,447 | 544,425 | 544,425 | 1,502,747 | 865,934 | 915,934 | 644,285 |
| Building General Maintenance and Renovations | 086079-519 | 138,354 | 225,000 | 410,118 | 410,118 | 220,000 | 130,000 | 95,000 | 70,000 |
| Solar Arrays on County Buildings | 086081-519 | - | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Serenity Cemetery Expansion | 091002-519 | - | - | - | - | 100,000 | - | - | - |
| Public Safety Complex | 096016-525 | - | - | - | - | 100,000 | 100,000 | 100,000 | 100,000 |
| Public Safety Complex | 096016-529 | 37,203 | 50,000 | - | - | 125,000 | 200,000 | 200,000 | 200,000 |
| Voting Equipment Replacement | 096028-513 | 84,268 | 32,000 | - | - | 50,000 | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Capital Improvements | 990-599 | - | - | - | - | 118,664 | 2,727,490 | 1,710,880 | 2,103,406 |
| Total Appropriations | | 10,028,350 | 11,458,901 | 9,859,018 | 9,859,018 | 9,621,661 | 11,698,824 | 10,096,314 | 10,273,191 |
| Revenues Less Appropriations | | 3,505,911 | - | 27,490 | - | - | - | - | - |

Notes:

The FY 2020 – FY 2024 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. During the recession, the recurring general revenue transfer to the capital program was reduced to \$0. However, through the annual budget processes, the transfer was gradually increased to \$5.0 million by FY 2019. The Tentative FY 2020 budget increases the transfer to \$7.4 million. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$9.4 million by FY 2024.

For FY 2020, funding is allocated for building maintenance and repairs, including \$1.7 million for the Detention Center, \$800,000 for the completing Chaires Park ballfield, new and replacement vehicles and information technology infrastructure projects. The out-years reflect reserves set aside for repayment from sales tax funds of sewer grant match funding, and unforeseen building infrastructure maintenance and repairs, including the Courthouse and Detention Center.

The FY 2020 – FY 2024 Capital Improvement Plan includes the refunding of \$6.5 million in advanced payments of water quality sewer projects from the 2020 Sales Tax Extension that was allocated as match for state sewer grants.

Leon County Fiscal Year 2020 Adopted Budget

Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects. Major revenue sources for the Transportation Improvement Fund include proceeds from local and state gas taxes from the Transportation Trust Fund (106). Leon County imposes a total of twelve cents in gas taxes.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 126,060 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (121,203) | - | - | - | - | - | - | - |
| Transfer From Fund 106 | 381106 | 4,220,285 | 3,344,845 | 1,758,708 | 1,758,708 | 6,545,273 | 3,744,935 | 3,451,595 | 3,493,255 |
| Appropriated Fund Balance | 399900 | - | - | 2,100,000 | 2,100,000 | - | - | - | - |
| Total Revenues | | <u>4,225,142</u> | <u>3,344,845</u> | <u>3,858,708</u> | <u>3,858,708</u> | <u>6,545,273</u> | <u>3,744,935</u> | <u>3,451,595</u> | <u>3,493,255</u> |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Public Works Vehicle & Equipment Replacement | 026005-541 | 562,911 | 845,000 | 429,000 | 429,000 | 1,260,000 | 734,000 | 750,000 | 750,000 |
| Arterial & Collector Roads Pavement Markings | 026015-541 | 102,586 | 135,200 | 135,200 | 135,200 | 135,200 | 135,200 | 135,200 | 135,200 |
| New Public Works Vehicles & Equipment | 026022-541 | 446,697 | - | - | - | - | - | - | - |
| Old Bainbridge Road Safety Improvements | 053007-541 | - | 100,000 | - | - | - | - | - | - |
| Baum Road Drainage Improvement | 054011-541 | - | 155,000 | - | - | 750,000 | - | - | - |
| Stormwater and Transportation Improvements | 056010-541 | 80,000 | 500,000 | 1,620,000 | 1,620,000 | 674,500 | 850,000 | 500,000 | 500,000 |
| Public Works Design and Engineering Services | 056011-541 | 40,754 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Sidewalk Program | 056013-541 | 930,115 | 1,509,645 | 547,408 | 547,408 | 586,073 | 1,625,735 | 1,666,395 | 1,708,055 |
| Intersection & Safety Improvements | 057001-541 | - | - | 345,850 | 345,850 | - | - | - | - |
| Maylor Road Stormwater Improvements | 065005-538 | - | - | 481,250 | 481,250 | 2,739,500 | - | - | - |
| Stormwater Infrastructure Preventative Maintenance | 067006-538 | - | - | 200,000 | 200,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Total Appropriations | | <u>2,163,064</u> | <u>3,344,845</u> | <u>3,858,708</u> | <u>3,858,708</u> | <u>6,545,273</u> | <u>3,744,935</u> | <u>3,451,595</u> | <u>3,493,255</u> |
| Revenues Less Appropriations | | <u>2,062,078</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Notes:

As recommended in the Multi-year fiscal plan approved at the April 23, 2019 Budget Workshop, the gas tax funding traditionally split 50/50 for sidewalk projects and general transportation maintenance, will be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. The fiscal plan recommends \$1.0 million in FY 2020 and \$3.414 million in FY 2021 for transportation flood relief projects. This funding will be used to fund stormwater and transportation improvements to Raymond Tucker Road/Pheasant Run, and Maylor Road.

In addition, as part of the FY 2019 budget process, \$2.0 million in available gas tax funds was appropriated to support transportation capital projects. The FY 2020 capital program contemplates using these reserves.

Leon County Fiscal Year 2020 Adopted Budget

Sales Tax (308)

Fund Type: Capital Projects

The Local Option Sales Tax Fund is a capital project fund established in accordance with a 1989 county-wide referendum, and is used to account for resources and expenditures associated with the construction of transportation and jail facility related projects. The Local Government Infrastructure Surtax includes proceeds from a One-Cent Sales Tax on all transactions up to \$5,000. Pursuant to an interlocal agreement with the City of Tallahassee, the revenue generated by the tax will be split between the County and the City. The County's share of the proceeds is equal to 52.84%, and the City's share is equal to 47.16%. The 1989 referendum approved the sales tax levy for a period of fifteen years; however, through a county-wide referendum passed in November 2000, the sales tax was extended for an additional fifteen years (Note: the extended sales tax is accounted for in Fund 309).

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 68,689 | - | - | - | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (55,466) | - | - | - | - | - | - | - |
| Appropriated Fund Balance | 399900 | - | - | 300,000 | 300,000 | - | - | - | - |
| Total Revenues | | 13,223 | - | 300,000 | 300,000 | - | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Intersection & Safety Improvements | 057001-541 | 74,828 | - | - | - | - | - | - | - |
| Jail Complex Maintenance | 086031-523 | - | - | 300,000 | 300,000 | - | - | - | - |
| Total Appropriations | | 74,828 | - | 300,000 | 300,000 | - | - | - | - |
| Revenues Less Appropriations | | (61,605) | - | - | - | - | - | - | - |

Notes:

The available fund balance of \$300,000 remaining in this fund will be used to support capital improvement projects at the Detention Center.

Leon County Fiscal Year 2020 Adopted Budget

Sales Tax - Extension (309)

Fund Type: Capital Projects

In November of 2000, Leon County residents approved a referendum extending the imposition of the 1 Cent Local Option Sales Tax beginning in FY 2004 for 15 years. The extension commits 80% of the revenues to Blueprint 2000 projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The remaining 20% will be split evenly between the County and the City. The County's share will be used for various road, stormwater and park improvements. The Blueprint 2000 Joint Participation Agreement Revenue supports County projects funded through the County's share of the \$50 million water quality/flooding funding.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| 1 Cent Sales Tax | 312600 | 4,292,858 | 4,325,350 | 1,194,000 | 1,134,300 | - | - | - | - |
| BP2000 JPA Revenue | 343916 | 817,352 | 350,000 | - | - | 1,600,000 | - | - | - |
| Pool Interest Allocation | 361111 | 57,556 | 20,000 | 76,100 | 72,295 | - | - | - | - |
| Net Incr(decr) In Fmv Of Investment | 361300 | (38,069) | - | - | - | - | - | - | - |
| Total Revenues | | 5,129,696 | 4,695,350 | 1,270,100 | 1,206,595 | 1,600,000 | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Open Graded Cold Mix Stabilization | 026006-541 | 266,669 | 600,000 | - | - | - | - | - | - |
| Fred George Park | 043007-572 | 31,704 | - | - | - | - | - | - | - |
| Apalachee Regional Park | 045001-572 | - | - | 1,206,595 | 1,206,595 | - | - | - | - |
| Arterial/Collector Resurfacing | 056001-541 | 5,703,501 | 3,320,350 | - | - | - | - | - | - |
| Community Safety & Mobility | 056005-541 | 305,045 | 425,000 | - | - | - | - | - | - |
| Lake Henrietta Renovation | 061001-538 | - | 350,000 | - | - | - | - | - | - |
| NFWFMD Grant-Woodside Heights | 061002-535 | 8,229 | - | - | - | - | - | - | - |
| Woodside Heights FDEP Grant | 061003-535 | 44,330 | - | - | - | - | - | - | - |
| Lexington Pond Retrofit | 063005-538 | 233,205 | - | - | - | 1,600,000 | - | - | - |
| Killearn Lakes Plantation Stormwater | 064006-538 | 42,415 | - | - | - | - | - | - | - |
| Total Appropriations | | 6,635,097 | 4,695,350 | 1,206,595 | 1,206,595 | 1,600,000 | - | - | - |
| Revenues Less Appropriations | | (1,505,401) | - | 63,505 | - | - | - | - | - |

Notes:

The current 1 Cent Local Option Sales Tax expires in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in FY 2020 to account for the projects that are programmed for the sales tax extension.

The remaining sales tax extension funds will provide additional funding for the improvements to Apalachee Regional Park the construction of the cross-country course pavilion, restrooms, stage and finish line in anticipation of hosting the NCAA Cross Country Championship in FY 2021. Additionally, funding from the remaining County share of the Blueprint water quality funding will be used for the Lexington Pond water quality improvement projects in FY 2021.

Leon County Fiscal Year 2020 Adopted Budget

Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

The Bond Series 2003A & 2003B Construction Fund is a capital project fund established by proceeds from the 2003 Series A and B Capital Improvement Revenue Bonds. The fund is used to account for resources and expenditures associated with the acquisition, repair, and renovation of the Bank of America property as well as the renovations and repair of the existing Courthouse facility.

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Bldg Infrastructure Improvements | 086078-519 | 7,038 | - | - | - | - | - | - | - |
| Total Appropriations | | 7,038 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | (7,038) | - | - | - | - | - | - | - |

Note:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

Bond Series 1999 Construction (318)

Fund Type: Capital Projects

The Bond Series 1999 Construction Fund is a capital project fund established by proceeds from the Series 1999 Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with stormwater and lake projects including: Lafayette Oaks, Lake Munson Restoration, Killlearn Acres, Lake Charles, Cynthia Drive, Lexington Regional SWMF, Rhoden Cove, and Munson Slough. In addition, the bond issued includes funding for a Courthouse Annex. Additional bond proceeds have been identified for other facility improvements.

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Courthouse Renovations | 086027-519 | 50,308 | - | - | - | - | - | - | - |
| Total Appropriations | | 50,308 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | (50,308) | - | - | - | - | - | - | - |

Note:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

ESCO Capital Projects (321)

Fund Type: Capital Projects

The ESCO Capital Projects Fund is a capital project fund established in support of the County's capital improvement program. Major revenue sources of the Capital Improvement Fund include the guaranteed savings in utility costs per the County's agreement with Progress Energy. This fund is used to account for the resources and expenditures associated with acquisition or construction of major facilities improvements relating to the County's Energy Performance Contract.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 175 | - | - | - | - | - | - | - |
| Total Revenues | | 175 | - | - | - | - | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Courthouse Renovations | 086027-519 | 20,385 | - | - | - | - | - | - | - |
| Total Appropriations | | 20,385 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | (20,210) | - | - | - | - | - | - | - |

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support of the capital needs of the emergency communications system. Major revenue sources of the Emergency Communications Fund include proceeds transferred from the 9-1-1 Emergency Communications Fund which includes: wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173; and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with capital projects related to the provision of 9-1-1 emergency services.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 56,745 | 80,655 | 102,500 | 97,375 | 98,349 | 99,332 | 100,326 | 101,329 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (49,148) | - | - | - | - | - | - | - |
| Transfer From Fund 130 | 381130 | 200,000 | - | - | - | - | - | - | - |
| Total Revenues | | 207,597 | 80,655 | 102,500 | 97,375 | 98,349 | 99,332 | 100,326 | 101,329 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| 911 Capital Projects | 990-599 | - | 80,655 | 97,375 | 97,375 | 98,349 | 99,332 | 100,326 | 101,329 |
| Total Appropriations | | - | 80,655 | 97,375 | 97,375 | 98,349 | 99,332 | 100,326 | 101,329 |
| Revenues Less Appropriations | | 207,597 | - | 5,125 | - | - | - | - | - |

Notes:

Revenues are collected in the operating fund (Fund 130). Funds not utilized for operating the E 9-1-1 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2020 Adopted Budget

Impact Fee - Countywide Road District (341)

Fund Type: Capital Projects

The Impact Fee - Countywide Road District Fund was established in support of the capital needs for road improvements associated with new development. Major revenue sources of the Countywide Road District Fund included proceeds from impact fees levied upon developers by the Board of County Commissioners. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 2,266 | - | - | - | - | - | - | - |
| Total Revenues | | 2,266 | - | - | - | - | - | - | - |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| North Monroe Turn Lane | 053003-541 | 37,972 | - | - | - | - | - | - | - |
| Total Appropriations | | 37,972 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | (35,706) | - | - | - | - | - | - | - |

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

The Impact Fee - Northwest Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the NW Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the NW quadrant of the County.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|-------------------------------------|--------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 1,051 | - | - | - | - | - | - | - |
| Total Revenues | | 1,051 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | 1,051 | - | - | - | - | - | - | - |

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

Impact Fee - Southeast Urban Collector (344)

Fund Type: Capital Projects

The Impact Fee - Southeast Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the SE Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the SE quadrant of the County.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|-------------------------------------|--------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 1,476 | - | - | - | - | - | - | - |
| Total Revenues | | 1,476 | - | - | - | - | - | - | - |
| Revenues Less Appropriations | | 1,476 | - | - | - | - | - | - | - |

Notes:

This fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 Adopted Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% will be split evenly between the County and the City. The County's 10% share, accounted for in the fund, will be used for transportation resurfacing and intersection improvement projects and other statutorily authorized uses approved by the County Commission.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| 1 Cent Sales Tax | 312600 | - | - | 3,582,000 | 3,402,900 | 4,674,000 | 4,767,100 | 4,862,100 | 4,959,950 |
| Total Revenues | | - | - | 3,582,000 | 3,402,900 | 4,674,000 | 4,767,100 | 4,862,100 | 4,959,950 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Open Graded Cold Mix Main/Resurfacing | 026006-541 | - | - | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Arterial/Collect/Local Road Resurfacing | 056001-541 | - | - | 2,802,900 | 2,802,900 | 3,574,000 | 3,667,100 | 3,762,100 | 3,859,950 |
| Intersection and Safety Improvement | 057001-541 | - | - | - | - | 500,000 | 500,000 | 500,000 | 500,000 |
| Total Appropriations | | - | - | 3,402,900 | 3,402,900 | 4,674,000 | 4,767,100 | 4,862,100 | 4,959,950 |
| Revenues Less Appropriations | | - | - | 179,100 | - | - | - | - | - |

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the County's 10% share of the new sales tax revenue For FY 2020, funding is allocated for Open Graded Cold Mix resurfacing and arterial and collector road resurfacing.

Leon County Fiscal Year 2020 Adopted Budget

Sales Tax - Extension 2020 JPA Agreement (352)

Fund Type: Capital Projects

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint 2020 Joint Participation Agreement Revenue supports County projects funded through the County's share of the sales tax extension. The BP 2020 JPA revenue, accounted for in the fund, will be used for Water Quality and Stormwater, and Sidewalks. The fund also accounts for the 2% portion of the fund dedicated to Liveable Infrastructure For Everyone (L.I.F.E.) projects.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| LIFE Revenue | 312601 | - | - | 716,400 | 680,580 | 934,800 | 962,730 | 991,610 | 1,021,440 |
| BP2000 JPA Revenue | 343916 | - | - | 2,906,250 | 2,906,250 | 3,875,000 | 3,875,000 | 3,875,000 | 3,875,000 |
| Total Revenues | | - | - | 3,622,650 | 3,586,830 | 4,809,800 | 4,837,730 | 4,866,610 | 4,896,440 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Sidewalk Program | 056013-541 | - | - | 937,500 | 937,500 | 1,250,000 | 1,250,000 | 1,250,000 | 1,250,000 |
| Woodville Sewer Project | 062003-535 | - | - | - | - | - | - | 2,125,000 | 2,125,000 |
| L.I.F.E. Rural Road Safety Stabilization | 091003-541 | - | - | 175,000 | 175,000 | 175,000 | 175,000 | 200,000 | 200,000 |
| L.I.F.E. Miccosukee Sense of Place | 091004-519 | - | - | 255,580 | 255,580 | 184,800 | 187,730 | 201,610 | - |
| L.I.F.E. Street Lighting | 091005-541 | - | - | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| L.I.F.E. Fire Safety Infrastructure | 091006-529 | - | - | - | - | 125,000 | 125,000 | 125,000 | 125,000 |
| L.I.F.E. Boat Landing Enhancements & Upgrades | 091007-572 | - | - | 125,000 | 125,000 | 125,000 | - | 125,000 | 171,440 |
| L.I.F.E. 2/3 Match Program | 091008-541 | - | - | - | - | - | - | 100,000 | - |
| L.I.F.E. Stormwater and Flood Relief | 091009-538 | - | - | - | - | - | - | 115,000 | 400,000 |
| L.I.F.E. Recreational Amenities | 091010-572 | - | - | - | - | 200,000 | 350,000 | - | - |
| Transfers | 950-581 | - | - | 1,968,750 | 1,968,750 | 2,625,000 | 2,625,000 | 500,000 | 500,000 |
| Total Appropriations | | - | - | 3,586,830 | 3,586,830 | 4,809,800 | 4,837,730 | 4,866,610 | 4,896,440 |
| Revenues Less Appropriations | | - | - | 35,820 | - | - | - | - | - |

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until FY 2039. This fund has been established for the Blueprint 2020 JPA and LIFE revenue generated from the new sales tax revenue. L.I.F.E. funding is allocated for projects including Rural Road Safety Stabilization Miccosukee Sense of Place, street lighting and boat landing improvements. Transfers to other funds include funding for parks maintenance (\$375,000) in the Municipal Services Fund (Fund 140) and the refunding of advanced payments of water quality sewer projects (\$1,593,750) in the Capital Improvements Fund (Fund 305).

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, and Transfer Station Tipping Fees. The fund is used to account for resources and expenditures related to the operation of the County Solid Waste Management Facility and the provision of the County Waste Management program.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|------------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Solid Waste | 313700 | 223,802 | 343,101 | 238,169 | 226,261 | 238,625 | 240,295 | 241,977 | 243,671 |
| Waste Disposal Special Assessment | 319150 | 1,480,286 | 1,490,056 | 1,575,960 | 1,497,162 | 1,507,642 | 1,518,196 | 1,528,824 | 1,539,525 |
| Delinquent Taxes 2008 | 319208 | 144 | - | - | - | - | - | - | - |
| Delinquent Assesment-2009 | 319209 | 131 | - | - | - | - | - | - | - |
| Delinquent Assessments-2010 | 319210 | 120 | - | - | - | - | - | - | - |
| Delinquent Assessments-2011 | 319211 | 173 | - | - | - | - | - | - | - |
| Delinquent Assessments 2012 | 319212 | 327 | - | - | - | - | - | - | - |
| Delinquent Assessments 2013 | 319213 | 933 | - | - | - | - | - | - | - |
| Delinquent Assessments-2014 | 319214 | 2,430 | - | - | - | - | - | - | - |
| Delinquent Assessments-2015 | 319215 | 5,285 | - | - | - | - | - | - | - |
| Delinquent Assessments-2016 | 319216 | 6,334 | - | - | - | - | - | - | - |
| Operating Income - Class I | 343410 | (174,165) | - | - | - | - | - | - | - |
| Transfer Station Receipts | 343411 | 7,196,356 | 6,722,495 | 7,554,851 | 7,177,108 | 7,693,371 | 8,049,110 | 8,405,116 | 8,578,351 |
| Marpan Administrative Fee | 343412 | - | 7,994 | 10,003 | 9,503 | 9,503 | 9,503 | 9,503 | 9,503 |
| Marpan Class III Residuals | 343413 | 992,914 | 841,520 | 1,045,338 | 993,071 | 1,090,933 | 1,153,499 | 1,216,886 | 1,240,109 |
| Operating Income - Tires | 343415 | 42,388 | 48,995 | 54,903 | 52,158 | 52,523 | 52,890 | 53,261 | 53,634 |
| Operating Income - Electronics | 343416 | 4,835 | 4,912 | 5,171 | 4,912 | 4,947 | 4,981 | 5,016 | 5,051 |
| Operating Income - Yard Trash Clean | 343417 | 154,008 | 64,593 | 156,420 | 148,599 | 149,638 | 150,686 | 151,741 | 152,804 |
| Operating Income - Yard Trash | 343418 | 28,316 | 52,484 | 37,528 | 35,652 | 35,901 | 36,152 | 36,406 | 36,661 |
| Operating Income - Landfill Yard Trash Bagged | 343420 | 931 | 40,774 | 226 | 215 | 217 | 218 | 219 | 221 |
| Resource Recovery (metals, etc) | 343451 | 5,788 | 106,973 | 77,673 | 73,789 | 74,305 | 70,590 | 74,826 | 71,085 |
| Hazardous Waste | 343453 | 34,486 | 26,290 | 29,377 | 27,908 | 28,103 | 26,698 | 28,300 | 26,885 |
| Recycling Promotional Services | 343461 | 35,000 | 33,250 | 37,158 | 35,300 | 35,325 | 35,350 | 33,953 | 34,191 |
| Rural Waste Services Center Permit | 343462 | 188,973 | 206,789 | - | - | - | - | - | - |
| Recyclable Materials | 343463 | - | 87,595 | 79,697 | 75,712 | 76,242 | 76,776 | 77,313 | 77,854 |
| Interest Income - Investment | 361110 | 171,957 | 98,065 | - | - | - | - | - | - |
| Pool Interest Allocation | 361111 | 98,532 | 45,220 | 139,900 | 132,905 | 134,234 | 135,576 | 136,932 | 138,301 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (265,417) | - | - | - | - | - | - | - |
| Rents And Royalties | 362000 | 18,151 | 16,509 | 16,384 | 15,565 | 16,032 | 16,513 | 17,008 | 17,518 |
| Equipment Buyback | 364100 | - | - | 52,632 | 50,000 | - | - | - | - |
| Other Scrap Or Surplus | 365900 | 255,015 | 25,486 | 26,822 | 25,481 | 25,663 | 25,843 | 26,024 | 26,207 |
| Transfer From Fund 126 | 381126 | 458,540 | 453,502 | 1,017,985 | 1,017,985 | 1,324,993 | 1,098,777 | 1,116,107 | 1,134,307 |
| Total Revenues | | 10,966,572 | 10,716,603 | 12,156,197 | 11,599,286 | 12,498,197 | 12,701,653 | 13,159,412 | 13,385,878 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Landfill Improvements | 036002-534 | 11,032 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Solid Waste Facility Heavy Equip. & Vehicle Replacement | 036003-534 | 160,311 | 31,000 | 15,000 | 15,000 | 388,000 | - | 40,000 | 40,000 |
| Transfer Station Heavy Equip Replacement | 036010-534 | 73,964 | 113,125 | 111,545 | 111,545 | 395,000 | 165,000 | 470,000 | 470,000 |
| Transfer Station Improvements | 036023-534 | 15,238 | 338,665 | 150,852 | 150,852 | 150,852 | 150,852 | 150,852 | 150,852 |
| Solid Waste Master Plan | 036028-534 | 68,835 | - | - | - | - | - | - | - |
| Rural/Hazardous Waste Vehicle and Equipment Replacement | 036033-534 | - | 18,000 | - | - | - | - | - | - |
| Pre-Fabricated Buildings | 036041-534 | 32,498 | 45,000 | - | - | - | - | - | - |
| Hazardous Waste Vehicle and Equipment Replacement | 036042-534 | 43,057 | - | - | - | - | 96,000 | - | - |
| Capital Landfill Closure | 036043-534 | 2,718,406 | - | - | - | - | - | - | - |
| Yard Waste | 416-534 | 448,804 | 417,092 | 388,687 | 388,181 | 400,895 | 414,419 | 428,442 | 447,036 |
| Rural Waste Service Centers | 437-534 | 625,623 | 659,917 | 684,205 | 680,923 | 696,460 | 712,772 | 729,836 | 747,754 |
| Transfer Station Operations | 441-534 | 6,885,029 | 7,079,329 | 8,319,557 | 8,315,757 | 8,465,791 | 8,620,474 | 8,778,915 | 8,941,222 |
| Solid Waste Management Facility | 442-534 | 389,362 | 555,284 | 455,367 | 454,849 | 458,523 | 462,355 | 466,347 | 470,508 |
| Hazardous Waste | 443-534 | 746,215 | 696,707 | 723,161 | 722,619 | 736,839 | 751,594 | 766,899 | 782,780 |
| MIS Automation - Solid Waste Fund | 470-534 | 22,840 | 24,044 | - | - | 25,385 | 25,532 | 25,680 | 25,829 |
| Solid Waste - Risk | 495-534 | 21,625 | 20,385 | 20,752 | 20,752 | 21,130 | 21,520 | 21,921 | 21,921 |

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste (401)

| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Indirect Costs - Solid Waste | 499-534 | - | 583,000 | 600,000 | 600,000 | 618,000 | 637,000 | 656,000 | 675,000 |
| Tax Collector | 513-586 | 29,902 | 32,620 | 33,598 | 33,598 | 34,606 | 35,644 | 36,713 | 36,713 |
| Transfers | 950-581 | 51,918 | 82,435 | 85,210 | 85,210 | 86,716 | 88,267 | 89,865 | 91,511 |
| Budgeted Reserves - Solid Waste Fund | 990-599 | - | - | - | - | - | 500,224 | 477,942 | 464,752 |
| Total Appropriations | | <u>12,344,658</u> | <u>10,716,603</u> | <u>11,607,934</u> | <u>11,599,286</u> | <u>12,498,197</u> | <u>12,701,653</u> | <u>13,159,412</u> | <u>13,385,878</u> |
| Revenues Less Appropriations | | <u>(1,378,087)</u> | <u>-</u> | <u>548,263</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

Notes:

The Solid Waste fund is an enterprise fund and is supported by an assessment and tipping fees collected at the Transfer Station. For FY 2020, as part of the implementation of the Multi-year Fiscal Plan, the County avoided raising the non-ad valorem assessment by 70% from \$40 to \$68 annually by increasing the general revenue transfer to the fund to support increases in the recycling and hauling and disposal contracts. The Multi-year fiscal plan also included the elimination of the Rural Waste Service Centers (RWSC) fees and will entirely support the RWSCs with general revenue. FY 2020 capital funding is included for Landfill Improvements, Transfer Station Improvements, various vehicle and heavy equipment replacements.

In support of the Multi-year fiscal plan, an additional \$564,483 in general revenue is programmed for transfer to support solid waste operations.

Leon County Fiscal Year 2020 Adopted Budget

Insurance Service (501)

Fund Type: Internal Services

The Insurance Service Fund is an internal service fund established in support of general County operations. Major revenue sources of the Insurance Service Fund include proceeds from interdepartmental billings. The fund is used to account for resources and expenditures associated with assessed premiums, claims, and administration of the County's Risk Management Program related to auto and property liability, workers' compensation, and other types of insurance.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|--------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 93,970 | 40,375 | 44,400 | 42,180 | 42,602 | 43,027 | 43,458 | 43,892 |
| Net Incr(decr) In Fmv Of Investment | 361300 | (64,486) | - | - | - | - | - | - | - |
| Transfer From Fund 145 | 381145 | - | 42,665 | 40,200 | 40,200 | 40,602 | 41,008 | 41,418 | 41,832 |
| Departmental Billings | 394000 | 132 | - | - | - | - | - | - | - |
| Vehicle Insurance | 396100 | 341,390 | 295,628 | 320,491 | 320,491 | 323,695 | 326,933 | 330,202 | 333,504 |
| General Liability | 396200 | 522,459 | 519,542 | 540,535 | 540,535 | 545,756 | 551,213 | 556,725 | 562,292 |
| Aviation Insurance | 396300 | 37,936 | 44,900 | 46,500 | 46,500 | 46,965 | 47,435 | 47,909 | 48,388 |
| Property Insurance | 396400 | 978,840 | 796,680 | 744,056 | 744,056 | 751,496 | 759,011 | 766,601 | 774,267 |
| Workers Compensation Insurance | 396600 | 1,804,303 | 1,634,075 | 2,069,722 | 2,069,722 | 2,090,419 | 2,111,323 | 2,132,436 | 2,153,760 |
| Total Revenues | | 3,714,543 | 3,373,865 | 3,805,904 | 3,803,684 | 3,841,535 | 3,879,950 | 3,918,749 | 3,957,935 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Risk Management | 132-513 | 212,412 | 196,608 | 207,475 | 206,993 | 211,323 | 215,829 | 220,515 | 225,393 |
| MIS Automation-Risk Fund | 470-513 | - | 223 | 257 | 257 | 260 | 263 | 266 | 269 |
| Insurance Service - Risk | 495-596 | 425 | 447 | 465 | 465 | 465 | 465 | 465 | 465 |
| Indirect Costs - Insurance Service | 499-596 | 30,000 | 32,000 | 40,000 | 40,000 | 41,000 | 42,000 | 44,000 | 45,000 |
| Workers' Comp Risk Management | 821-596 | 3,419,628 | 3,126,368 | 3,538,278 | 3,538,278 | 3,571,806 | 3,605,668 | 3,639,870 | 3,674,413 |
| Transfers | 950-581 | 1,100,000 | - | - | - | - | - | - | - |
| Budgeted Reserves - Insurance Service | 990-599 | - | 18,219 | 17,209 | 17,691 | 16,681 | 15,725 | 13,633 | 12,395 |
| Total Appropriations | | 4,762,465 | 3,373,865 | 3,803,684 | 3,803,684 | 3,841,535 | 3,879,950 | 3,918,749 | 3,957,935 |
| Revenues Less Appropriations | | (1,047,922) | - | 2,220 | - | - | - | - | - |

Notes:

For FY 2020, reflects an increase in the in funding for the County's self insurance for workers' compensation claims.

Leon County Fiscal Year 2020 Adopted Budget

Communications Trust (502)

Fund Type: Internal Services

The Communications Trust Fund is an internal service fund established to account for the resources and expenditures associated with the County's communication network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|---|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 2,080 | - | - | - | - | - | - | - |
| Departmental Billings | 394000 | 379,579 | 858,689 | 782,957 | 782,957 | 940,786 | 950,197 | 959,699 | 969,293 |
| Departmental Billings - MIS Automation | 394200 | 604,127 | 394,933 | 177,784 | 177,784 | 429,951 | 434,250 | 438,593 | 442,978 |
| Appropriated Fund Balance | 399900 | - | - | 396,427 | 396,427 | - | - | - | - |
| Total Revenues | | 985,786 | 1,253,622 | 1,357,168 | 1,357,168 | 1,370,737 | 1,384,447 | 1,398,292 | 1,412,271 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Communications Trust | 900-590 | 752,172 | 1,253,622 | 1,357,168 | 1,357,168 | 1,370,737 | 1,384,447 | 1,398,292 | 1,412,271 |
| Total Appropriations | | 752,172 | 1,253,622 | 1,357,168 | 1,357,168 | 1,370,737 | 1,384,447 | 1,398,292 | 1,412,271 |
| Revenues Less Appropriations | | 233,614 | - | - | - | - | - | - | - |

Notes:

Increase associated with an increase in repair and maintenance costs and upgrades to the phone system in addition to communication charges from the State of Florida, Department of Management Services. Department billings to general fund are reduced for one year due to the appropriation of accumulated fund balance.

Leon County Fiscal Year 2020 Adopted Budget

Motor Pool (505)

Fund Type: Internal Services

The Motor Pool Fund is an internal service fund established to account for the costs associated with operating and maintaining the County's fleet of vehicles and heavy equipment. This internal service fund generates its revenues from direct billings by the Fleet Management Department to other departmental users. Fuel purchased by the Fleet Management Department is supplied to departmental users at cost plus a minor surcharge. Repairs and maintenance performed by the Fleet Management Department are charged to users at the costs of parts plus an applicable shop rate.

| Revenue Sources | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
|--|---------|-------------------|--------------------|----------------------|-------------------|--------------------|--------------------|--------------------|--------------------|
| Pool Interest Allocation | 361111 | 1,561 | - | - | - | - | - | - | - |
| Departmental Billings - Fleet | 394100 | 1,498,382 | 1,412,208 | 1,467,361 | 1,467,361 | 1,481,827 | 1,496,425 | 1,511,146 | 1,526,001 |
| Gas And Oil Sales | 395100 | 1,168,479 | 1,317,220 | 1,435,895 | 1,435,895 | 1,450,254 | 1,464,756 | 1,479,404 | 1,494,198 |
| Total Revenues | | 2,668,422 | 2,729,428 | 2,903,256 | 2,903,256 | 2,932,081 | 2,961,181 | 2,990,550 | 3,020,199 |
| Appropriations by Department/Division | Acct # | Actual FY 2018 | Adopted FY 2019 | Requested FY 2020 | Budget FY 2020 | Planned FY 2021 | Planned FY 2022 | Planned FY 2023 | Planned FY 2024 |
| Fleet Maintenance | 425-591 | 2,788,692 | 2,718,129 | 2,895,112 | 2,891,643 | 2,920,449 | 2,949,530 | 2,978,880 | 3,008,510 |
| MIS Automation - Motor Pool Fund | 470-519 | 1,710 | 1,884 | 2,198 | 2,198 | 2,217 | 2,236 | 2,255 | 2,274 |
| Fleet Maintenance - Risk | 495-591 | 9,178 | 9,415 | 9,415 | 9,415 | 9,415 | 9,415 | 9,415 | 9,415 |
| Transfers | 950-581 | 25,000 | - | - | - | - | - | - | - |
| Total Appropriations | | 2,824,580 | 2,729,428 | 2,906,725 | 2,903,256 | 2,932,081 | 2,961,181 | 2,990,550 | 3,020,199 |
| Revenues Less Appropriations | | (156,157) | - | (3,469) | - | - | - | - | - |

Notes:

Increase reflects a rise in diesel fuel costs. The increase also includes funding for vehicle monitoring software to track and improve fuel efficiency.

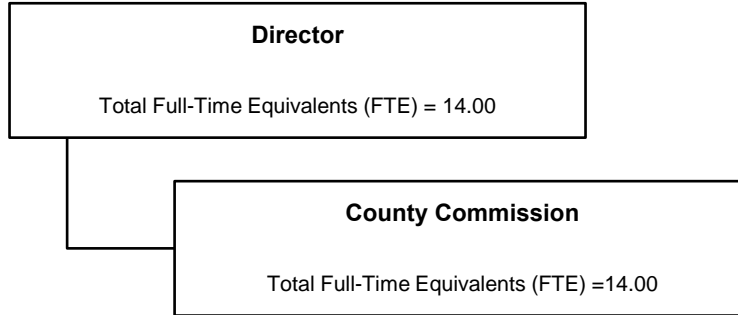
Leon County Fiscal Year 2020 **Adopted** Budget

Board of County Commissioners

| | |
|-------------------------------|-------|
| Organizational Chart | 7 - 2 |
| Executive Summary | 7 - 3 |
| Summary | 7 - 4 |
| Board of County Commissioners | 7 - 5 |

Leon County Fiscal Year 2020 **Adopted** Budget

Board of County Commissioners



Leon County Fiscal Year 2020 **Adopted** Budget

Board of County Commissioners

Executive Summary

This section of the Leon County FY 2020 Annual Budget is comprised of the Leon County Board of County Commissioners. The Board of County Commissioners is the legislative body of Leon County Government. The Board provides policy guidance and establishes the County's vision, mission, strategic priorities, and strategic initiatives that guide the day-to-day efforts of County staff.

The Board addressed and provided focused policy guidance on several key issues in Fiscal Year 2018-19, consistent with the priorities established in the County's five-year Strategic Plan. In December 2018, the County partnered with the City of Tallahassee and the Center for Health Equity to conduct a community-wide human services needs assessment. This study will identify the greatest areas of human services needs in Tallahassee-Leon County and recommend strategies to ensure the continued alignment of funds with the highest community needs and desired outcomes. Also, in December 2018, the Board accepted and directed the implementation of the Hurricane Michael After-Action Report, which included 83 findings and 68 specific recommendations to strengthen the County's ability to respond to and recover from future disasters. Reflecting, Leon County's continuous commitment to enhancing our community's preparedness, response, and recovery capabilities, the County has implemented a total of 213 specific recommendations for improvement in total from Hurricanes Hermine, Irma, and Michael over the past three consecutive years. In April 2019, the Board accepted a grant from the Knight Foundation Fund to conduct a tour of innovative public library systems throughout the southeast U.S. The tour will examine best practices among similar public library systems and explore how other communities have strategized to maintain and increase the relevancy of libraries.

The Board of County Commissioners also took several actions in Fiscal Year 2018-19 to further enhance the fiscal and organizational health of Leon County Government. In June 2019, the Board adopted an Ordinance to provide for a Code of Ethics prescribing standards of conduct for members of the Board, County employees, and members of Board-appointed boards and committees. The 2017-2018 Leon County Citizen Charter Review Committee recommended an amendment to the County's Home Rule Charter to require a Code of Ethics Ordinance, and Leon County voters approved the amendment on the November 2018 General Election ballot. Also, at the FY 2020 Budget Workshop in April 2019, the Board established a multi-year fiscal plan to avoid a total of \$4.8 million in potential tax and fee increases in the EMS MSTU, Solid Waste non-ad-valorem assessment, and Fire Services Fee while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.

During the development of the FY 2020 budget, the Board also addressed key budget issues concerning human services, capital improvements, and tourism development. The Board preliminarily approved a \$274.2 million operating and capital budget while maintaining the countywide millage rate at 8.3144 for the eighth consecutive year. The Board also reduced the use of General Fund balance by \$442,500 to \$1.56 million to balance the FY 2020 budget – a significant decrease from the \$5.0 million required during the peak of the recession. Additional fiscal policy highlights include the following:

- \$2.23 million in parks infrastructure funding, including an additional \$1.4 million for Apalachee Regional Park in anticipation of hosting the 2021 NCAA National Cross County Championship;
- \$2.04 million in capital improvements for the Detention Center and the Sheriff's Administrative Facility;
- \$1.8 million for the County's Primary Healthcare Program;
- \$1.3 million for the second year of the Community Human Service Partnership (CHSP) two-year grant cycle;
- \$300,000 in TDT funds to establish a "Legacy" Events grant program to ensure the continued success of long-standing community festivals;
- \$250,000 in Tourism Development Tax (TDT) funds to support bringing national performers and concerts to the Capital City Amphitheater;
- \$100,000 in funding to support debt service for the capital construction of the Kearney Center; and
- \$10,000 for Census Count 2020.

In 2019, Leon County Government received twelve National Association of Counties (NACo) Achievement Awards recognizing outstanding county programs and services. The County received awards in categories including Financial Management, Community and Economic Development, and County Resiliency. NACo's awards recognize Leon County's efforts to provide exceptional County programs and services to citizens. Since 2013, 68 different Leon County programs and initiatives have been awarded this national recognition for innovations, best practices, and for setting the standard in public service.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Operating | 67,144 | 112,575 | 112,675 | - | 112,675 | 112,685 |
| Total Budgetary Costs | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Commission | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Total Budget | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Total Revenues | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Commission | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Total Full-Time Equivalents (FTE) | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Board of County Commissioners

Board of County Commissioners (001-100-511)

| | |
|----------------------------|--|
| Goal | The goal of the County Commission is to serve as elected officers and fiscal representatives of the County as well as to serve as the legislative and governing body of the County government. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide leadership and direction to County departments and programs in order to facilitate efficient and cost-effective delivery of services. 2. Safeguard the citizens' tax dollars through the funding of necessary and effective programs that serve to improve and enhance the quality of life in Leon County. |
| Statutory Responsibilities | County Charter and all applicable Florida Laws |
| Advisory Board | Apalachee Regional Planning Council; Audit Advisory Committee; Canopy Roads Citizen Advisory Committee; Canvassing Board; Capital Region Transportation Planning Agency; Challenger Learning Center Board; Civic Center Authority; Community Health Coordinating Board; Council on Culture and Arts (COCA); Criminal Justice Coordinating Council; Criminal Justice, Mental Health, and Substance Abuse Reinvestment Advisory Council; Downtown Improvement Authority Board; Economic Development Council; Enterprise Zone Development Agency Board of Directors; Geographical Information Systems Executive Committee; Joint County/City/School Board Coordinating Committee on Public School Concurrency and Facility Planning; Joint Planning Board (Community Human Service Partnership); Public Safety Coordinating Council; Research & Development Authority; Science Advisory Committee; Tourist Development Council; Transportation Disadvantaged Coordination Board; and Value Adjustment Board |

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Operating | 67,144 | 112,575 | 112,675 | - | 112,675 | 112,685 |
| Total Budgetary Costs | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Commission At-Large (Group 1) (001-106-511) | 5,098 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission At-Large (Group 2) (001-107-511) | 10,440 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission District 1 (001-101-511) | 7,774 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission District 2 (001-102-511) | 3,377 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission District 3 (001-103-511) | 3,529 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission District 4 (001-104-511) | 4,572 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commission District 5 (001-105-511) | 9,781 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Commissioners' Account (001-108-511) | 22,574 | 25,075 | 25,175 | - | 25,175 | 25,185 |
| County Commission (001-100-511) | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Total Budget | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Total Revenues | 1,768,437 | 1,838,741 | 1,880,430 | - | 1,880,430 | 1,917,716 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Commission | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Total Full-Time Equivalentents (FTE) | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - County Commission (001-100-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Total Budgetary Costs | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Total Revenues | 1,701,293 | 1,726,166 | 1,767,755 | - | 1,767,755 | 1,805,031 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Commissioner | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Commission Aide | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Total Full-Time Equivalents (FTE) | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Funding for performance raises pertains to Commission staff only. Board of County Commissioner salaries are established pursuant to County ordinance which uses rates set by the State of Florida.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission District 1 (001-101-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 7,774 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 7,774 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 7,774 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 7,774 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission District 2 (001-102-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 3,377 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 3,377 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 3,377 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 3,377 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission District 3 (001-103-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 3,529 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 3,529 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 3,529 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 3,529 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission District 4 (001-104-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 4,572 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 4,572 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 4,572 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 4,572 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission District 5 (001-105-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 9,781 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 9,781 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 9,781 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 9,781 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission At-Large (Group 1) (001-106-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 5,098 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 5,098 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 5,098 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 5,098 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commission At-Large (Group 2) (001-107-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 10,440 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Budgetary Costs | 10,440 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 10,440 | 12,500 | 12,500 | - | 12,500 | 12,500 |
| Total Revenues | 10,440 | 12,500 | 12,500 | - | 12,500 | 12,500 |

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

County Commission - Commissioners' Account (001-108-511)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 22,574 | 25,075 | 25,175 | - | 25,175 | 25,185 |
| Total Budgetary Costs | 22,574 | 25,075 | 25,175 | - | 25,175 | 25,185 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 22,574 | 25,075 | 25,175 | - | 25,175 | 25,185 |
| Total Revenues | 22,574 | 25,075 | 25,175 | - | 25,175 | 25,185 |

The major variances for the FY 2020 budget are as follows:

Increase to program funding:

1. Increase in communication- phone system costs in the amount of \$100 associated with number of phones, internet usage and maintenance costs of the system.

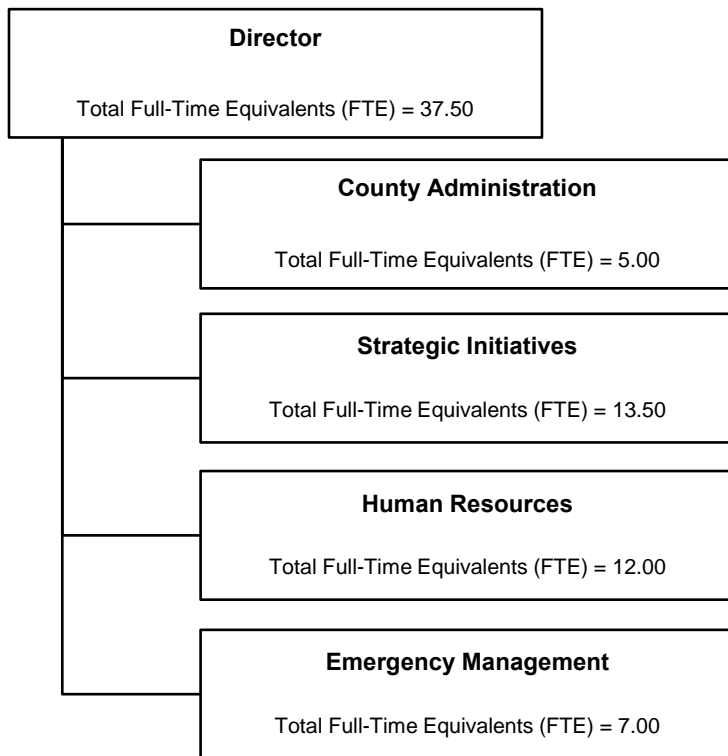
Leon County Fiscal Year 2020 **Adopted** Budget

Administration

| | |
|--|--------|
| Organizational Chart | 8 - 2 |
| Executive Summary | 8 - 3 |
| County Administration Business Plan | 8 - 4 |
| Administration Summary | 8 - 9 |
| County Administration | 8 - 11 |
| Strategic Initiatives Division Summary | 8 - 13 |
| Strategic Initiatives | 8 - 14 |
| Community & Media Relations | 8 - 16 |
| Human Resources | 8 - 18 |
| Emergency Management Division Summary | 8 - 21 |
| Emergency Management | 8 - 22 |
| Enhanced 9-1-1 | 8 - 26 |

Leon County Fiscal Year 2020 **Adopted** Budget

Administration



Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Executive Summary

The Administrative section of the Leon County FY 2020 Annual Budget is comprised of County Administration, Emergency Management, Strategic Initiatives, Community & Media Relations, and Human Resources.

County Administration provides leadership and direction to County staff, facilitates the delivery of services consistent with the priorities and policies established by the Board, and manages the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources. Strategic Initiatives coordinates Strategic Planning and Leon LEADS activities throughout Leon County departments and divisions, while also working to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, providing community outreach, and serving as the County's liaison with media partners. Human Resources provides employee services in the areas of policy development, employee engagement, compensation and benefits, awards and recognition, and regulatory compliance. The Emergency Management division continuously trains staff and prepares for the next emergency that could possibly affect the County.

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

HIGHLIGHTS

Administration and Community and Media Relations once again guided the County through: the successful execution of the fourth annual Created Equal event, which brought 1,200 community members to discuss race relations and to encourage communication among all members of the community; coordination and implementation of the Leon Works initiative, which has provided over 2,000 local high school students and members of the public with training opportunities, and exposure to skilled careers within our community since its inception in 2015; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; and promoting disaster preparedness to over 2,000 participants with the "Build Your Bucket" event.

During FY 2019, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 12 more Achievement Awards for Leon County programs and initiatives. Some of the initiatives awarded include: Leon County's Property Assessed Clean Energy Program, Mobile Hotspot Lending Program, the Emergency Shelter Operations Plan as coordinated with Leon County Schools and the American Red Cross.

Community & Media Relations (CMR) continued to enhance the community's access to Leon County Government, and to promote transparency and accountability. Additionally, CMR provided expertise to departments across the County in promoting and executing community events resulting in local and state rewards for the County's Hurricane Michael Preparedness campaign, disaster recovery video, and the Emergency Medical Service Lip Sync Challenge.

Human Resources instilled the core values and core practices of Leon LEADS throughout the organization by conducting custom developed Customer Experience, Diversity, and Domestic Violence, Sexual Violence, and Stalking in the Workplace training programs throughout the organization. The department has further elevated the importance and visibility of the County's Ethics Policy through incorporation in recruitment materials and new employee orientation. Additionally, the department has continued the successful implementation of the "Live Well Leon" employee wellness program and annual employee performance evaluations in order to attract and retain a highly talented, diverse and innovative County workforce.

The Division of Emergency Management has implemented all 68 recommendations for improvement identified in the Hurricane Michael After Action Report. The Division maintained its strong preparedness program hosting 11 training courses for responders; hosting an emergency preparedness workshop for Nursing Home and Assisted Living Facility administrators; and the annual Citizens Engagement Series on Preparing for Disaster. This year's Build Your Bucket event provided 800 citizens with a starter disaster supply kit to enhance citizen resiliency. All of the Division efforts in disaster preparedness have helped maintain the County's *#HurricaneStrong* Community recognition by the Federal Alliance for Safe Homes, Inc. Leon County is the first community in the Nation to receive this designation. Additionally, E-911 System staff maintained database accuracy, processing 46,401 telephone number records, with 7,658 records requiring addresses validation correction. Staff has also continued its success in achieving the National Emergency Number Association standard for Next Generation E-911 implementation for validating telephone numbers to address points.

Leon County Fiscal Year 2020 **Adopted** BudgetCounty Administration
Business PlanMission
Statement

The mission of Leon County Administration is to provide leadership and direction to County staff, to facilitate the implementation of Board priorities and policies, and to oversee the operation of County functions to ensure the delivery of cost effective, efficient, and to manage the operation of County functions to ensure the delivery of cost effective, and customer responsive public services.

Strategic
Priorities**Economy**

- EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long-term economic benefits.
- EC2 – Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.
- EC3 – Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.
- EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact.

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q4 – Support and promote access to basic health and welfare services to our community members most in need.

Governance

- G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
- G2 – Sustain a culture of performance and deliver effective efficient services that exceed expectations and demonstrate value.
- G3 – Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic
Initiatives
October 1, 2017–September 30, 2021

- | | |
|---|-------------------------------------|
| 1. Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4) | In Progress |
| 2. Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (EC4) | Ongoing |
| 3. Continue to pursue opportunities for workforce development, including: A.) Based upon the projected unmet local market for middle skill jobs continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County's Jr. Apprenticeship program. (EC2) B.) Work with partners, such as The Kearney Center and Leon County Schools, to increase access to training programs, apprenticeships, and other programs promoting middle-skilled jobs. (EC2) | Complete/Ongoing In Progress |
| 4. Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City. (EC1, EC2) | Complete |
| 5. Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. | Complete |

Leon County Fiscal Year 2020 **Adopted** Budget

County Administration

Strategic Initiatives
 October 1, 2017 – September 30, 2021

- | | | |
|-----|---|------------------|
| 6. | Continue to serve our seniors through programs and partnerships, including: A.) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (Q4) | Complete |
| 7. | Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (G1, G3) | Ongoing |
| 8. | Continue to Support Commissioner Desloge during his term as NACo President. (G1) | Complete |
| 9. | In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (G5) | Complete |
| 10. | Continue County sponsorship of employee's participation in the Certified Public Manager training. (G4) | Ongoing |
| 11. | Seek opportunities for partnerships through NACo and FAC's enterprise programs. (G1) | Ongoing |
| 12. | Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (G5) | Ongoing |
| 13. | Evaluate expanding Leon Works as a regional event and to different segments of the community. | Complete |
| 14. | Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4) | Complete/Ongoing |
| 15. | Partner with Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (G1, G2) | Complete |
| 16. | As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (G1, G3) | Ongoing |
| 17. | Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (G1) | Complete |
| 18. | Implement the recommendations of the Hurricane Irma After Action Report. (G2, G5) | Complete |
| 19. | Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water. (EN1) | In Progress |
| 20. | Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (G3, G1) | Complete |
| 21. | Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. | Complete/Ongoing |
| 22. | Implement the recommendations of the Hurricane Michael After Action Report. (G2, G5) | Complete |
| 23. | Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019. | Complete |

Leon County Fiscal Year 2020 **Adopted** Budget

County Administration

| | | |
|---------|---|---|
| Actions | 1. The County is partnering with FSU to conduct a market and feasibility analysis for a hotel and convention center. | Strategic Initiatives |
| | 2. Adopted the Tourism Impact Tax issue as part of the 2019 State and Federal Legislative Priorities Program. | Strategic Initiatives |
| | 3. A.) Hosted the 2019 Leon Works Expo. B.) Established the Elevate Florida's Capital for Business: Catalyzing Workforce Development Opportunities program. C.) Monthly participation in Career Luncheons at Leon County School's Success Academy at Ghazvini Learning Center. | Strategic Initiatives |
| | 4. Presented the amended CRA Interlocal Agreement. | Strategic Initiatives |
| | 5. Target hosting the NFL Preseason football game in Fall 2020. | Tourism Development |
| | 6. Continue to conduct a public education campaign to increase awareness of dementia and the available dementia services throughout the community. | Community & Media Relations |
| | 7. A.) Presented a status update to the Board on the 2019 Citizen Engagement Series. B.) Hosted three Library Lecture Series in 2018 in January, April and May. C.) Hosted Citizen Engagement Series Prepare Now for third year. D.) Partnered with The Big Event and hosted students at Jackson View Park. | Community & Media Relations |
| | 8. Assisted Commissioner Desloge during the NACo 2018 Annual Conference. | Strategic Initiatives |
| | 9. Staffed the Charter Review Committee and Conducted Public Hearings for proposed charter amendments. | Strategic Initiatives |
| | 10. Continue to identify new employees biannually to participate in the Certified Public Manager Program. | Human Resources |
| | 11. Leon County participates in the NACo's Live Healthy Program and U.S. Communities Government Purchasing Alliance, as well as utilizing NACo and FAC vendors for employee benefits. County Administration continues to regularly discuss and evaluate new opportunities for partnership through their respective enterprise programs. | Strategic Initiatives, Human Resources |
| | 12. Developed a new CHSP process with the City of Tallahassee. Conducted joint Alternative Mobility Funding Systems Study and Joint Disparity Study. | Strategic Initiatives |
| | 13. Hosted the 2019 Leon Works Expo which included students and exhibitors from Gadsden and Wakulla County. | Strategic Initiatives |
| | 14. At the April 23, 2019 Budget Workshop, the Board directed staff to review establishing a \$13 per hour living wage for County employees after the FY 2020 budget cycle is concluded. | Human Resources |
| | 15. Coordinate with FLASH to present at the National Hurricane Conference in April 2019. | Emergency Management |
| | 16. Hosted the Ode to Understanding event in partnership with the Tallahassee Symphony Orchestra. | Community & Media Relations |
| | 17. Assist Commissioner Maddox as needed during FAC Conferences. | Strategic Initiatives |
| | 18. Presented report on the implementation of the Hurricane Michael After-Action Report and Preparation for the 2019 Hurricane Season. | Emergency Management |

Leon County Fiscal Year 2020 **Adopted** Budget

County Administration

Actions

- | | |
|--|---|
| 19. Developing content and communication strategies for relevant water-related topics. | Community & Media Relations |
| 20. A.) Host "Focused on People" sit-downs on social media. Facebook and Twitter Live video streams will engage various County departments on initiatives, events, and timely topics. "Focused on People" will also feature a rotating interview segment profiling a different County Commissioner. B.) Connect with Leon County neighborhoods on NextDoor app to send messages to targeted neighborhoods or mass messaging about a new County program or service. C.) Increase reach to "cord cutters" by streaming Leon County television programming. The County will create an app to show the same content as Channel 16 on streaming devices such as Amazon Fire TV stick, Roku and others. D.) Launch a quarterly sit-down at different venues with the County Administrator and key staff to allow citizens an opportunity to share a cup of coffee and input. E.) Engage a consulting firm to develop a community-wide survey that would be conducted during the planning year of every five-year Strategic Plan cycle. F.) Create email survey feedback option focused on assessing customer service and County programs. G.) CMR will work with Public Works to brand the water resources campaign, gather graphics for the design and continue to draft website design for review. | Community & Media Relations |
| 21. Implemented the Pretrial Assessment Tool (PAT) of the Ohio Risk Assessment System (ORAS). | Office of Intervention & Detention Alternatives |
| 22. Presented a status update agenda item to the Board on the implementation of the Michael after-action report. | Emergency Management |
| 23. Presented an Ethics Ordinance to the Board in June 2019. | Strategic Initiatives |

Bold Goals and Five-Year Targets

Bold Goal: *Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4)*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--|---------|---------|----------------------|---------|---------|-------|
| Citizen Ideas Implemented ² | 107 | 100 | 100 | 100 | TBD | 407 |

Target: *Connect 5,000 students and citizens to middle-skilled job career opportunities. (T3)*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--|---------|---------|----------------------|---------|---------|-------|
| Students/Citizens Connected ³ | 886 | 869 | 1,000 | 1,000 | TBD | 3,755 |

Strategic Target: *Achieve 90% employee participation in the County's "My Rewards" Well Being Program. (T14)*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|---|---------|---------|----------------------|---------|---------|-------|
| "My Rewards" Participation ⁴ | 88% | 90% | 89% | 90% | TBD | 90% |

Target: *100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace. (T16)*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--------------------------------|---------|---------|----------------------|---------|---------|-------|
| Employees Trained ⁵ | 10% | 45% | 60% | 90% | TBD | 90% |

Leon County Fiscal Year 2020 **Adopted** Budget

County Administration

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
3. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center's monthly career luncheons. As a result, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% of the County's five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County's Leon Works, Junior Apprentice, and other related programs.
4. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
5. To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to works 24/7 shifts.

Leon County Fiscal Year 2020 Adopted Budget

Administration

County Administration Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,079,182 | 1,098,165 | 1,164,140 | - | 1,164,140 | 1,198,211 |
| Operating | 22,707 | 34,938 | 35,332 | - | 35,332 | 35,343 |
| Total Budgetary Costs | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration (001-110-512) | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Total Budget | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Total Revenues | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Total Full-Time Equivalents (FTE) | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |

Leon County Fiscal Year 2020 Adopted Budget

Administration

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 3,437,539 | 3,385,951 | 3,895,651 | 74,851 | 3,970,502 | 4,100,106 |
| Operating | 1,444,234 | 1,905,458 | 1,868,033 | 40,100 | 1,908,133 | 1,875,241 |
| Transportation | 55 | 2,795 | 2,978 | - | 2,978 | 2,978 |
| Capital Outlay | - | 10,224 | - | - | - | - |
| Budgeted Reserves | - | 14,546 | - | - | - | 10,862 |
| Total Budgetary Costs | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Strategic Initiatives | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,600,547 |
| Human Resources | 1,204,447 | 1,405,087 | 1,509,093 | - | 1,509,093 | 1,549,332 |
| Emergency Management | 1,233,488 | 1,361,945 | 1,549,614 | 12,000 | 1,561,614 | 1,605,754 |
| Total Budget | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 3,648,341 | 3,957,029 | 4,217,048 | 102,951 | 4,319,999 | 4,383,433 |
| 125 Grants | 251,613 | 121,155 | 334,214 | 12,000 | 346,214 | 354,354 |
| 130 9-1-1 Emergency Communications | 981,875 | 1,240,790 | 1,215,400 | - | 1,215,400 | 1,251,400 |
| Total Revenues | 4,881,829 | 5,318,974 | 5,766,662 | 114,951 | 5,881,613 | 5,989,187 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administration | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Emergency Management | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Human Resources | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| Strategic Initiatives | 12.50 | 12.50 | 12.50 | 1.00 | 13.50 | 13.50 |
| Total Full-Time Equivalent (FTE) | 36.50 | 36.50 | 36.50 | 1.00 | 37.50 | 37.50 |

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

County Administration (001-110-512)

| | |
|----------------------------|---|
| Goal | The goal of the County Administration is to provide leadership and direction to County employees, to facilitate the implementation of Board priorities and policies, and to oversee the operation of County functions to ensure the delivery of cost effective, efficient, and customer-responsive public services. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies. 2. Develop Action Plans and implement Annual Board Retreat Priorities. 3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval. 4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes. 5. Respond to the needs of the Board in the development and execution of Board policies. |
| Statutory Responsibilities | County Administration is responsible for ensuring compliance with all applicable County Laws and Statutes administered by programs under the Board of County Commissioners. |
| Advisory Board | N/A |

Leon County Fiscal Year 2020 Adopted Budget

Administration

County Administration - County Administration (001-110-512)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,079,182 | 1,098,165 | 1,164,140 | - | 1,164,140 | 1,198,211 |
| Operating | 22,707 | 34,938 | 35,332 | - | 35,332 | 35,343 |
| Total Budgetary Costs | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Total Revenues | 1,101,889 | 1,133,103 | 1,199,472 | - | 1,199,472 | 1,233,554 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Deputy County Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant County Administrator | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Senior Executive Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |

The major variances for the FY 2020 County Administration budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Communications due to monthly wireless service increase.

In addition, the two Assistant County Administrator positions have been increased from a paygrade 62 to paygrade 63 with no fiscal impact.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Strategic Initiatives Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 840,353 | 856,001 | 954,298 | 74,851 | 1,029,149 | 1,064,253 |
| Operating | 501,597 | 562,428 | 553,663 | 28,100 | 581,763 | 535,772 |
| Transportation | 55 | 410 | 522 | - | 522 | 522 |
| Total Budgetary Costs | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,600,547 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Community and Media Relations (001-116-513) | 621,207 | 672,832 | 676,661 | 102,951 | 779,612 | 785,001 |
| Strategic Initiatives (001-115-513) | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,546 |
| Total Budget | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,600,547 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,600,547 |
| Total Revenues | 1,342,005 | 1,418,839 | 1,508,483 | 102,951 | 1,611,434 | 1,600,547 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Strategic Initiatives | 7.50 | 7.50 | 7.50 | - | 7.50 | 7.50 |
| Community and Media Relations | 5.00 | 5.00 | 5.00 | 1.00 | 6.00 | 6.00 |
| Total Full-Time Equivalentents (FTE) | 12.50 | 12.50 | 12.50 | 1.00 | 13.50 | 13.50 |

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Strategic Initiatives (001-115-513)

| | |
|----------------------------|--|
| Goal | The goal of the Strategic Initiatives Division is to serve as a bridge from strategic planning to action implementation by ensuring alignment of organizational activities, initiatives, and culture with the overarching strategic vision and plan set forth by the Board of County Commissioners. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services. 2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven. 3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services. 5. Coordinate and assemble the Commission meeting agenda. |
| Statutory Responsibilities | N/A |
| Advisory Board | Tallahassee / Leon County Commission on the Status of Women & Girls |

Strategic Plan Bold Goals and Five-Year Targets

| Reference | Measure | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
|-----------|---|----------------|------------------|------------------|
| BG4 | Bold Goal: Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation.¹ | 100 | 100 | 100 |
| T3 | Strategic Target: Connect 5,000 students and citizens to middle skilled job career opportunities.² | 869 | 1,000 | 1,000 |

Notes:

1. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
2. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 600 people. This includes the launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center's monthly career luncheons. As a result, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% of the County's five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County's Leon Works, Junior Apprentice, and other related programs.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|--|-----------------|-----------------|------------------|------------------|
| G1 | Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe. | 95% | 95% | 95% | 95% |
| G2 | Percent of Citizens Connect comments and concerns successfully resolved. | 94% | 96% | 95% | 95% |
| G2 | Number of LEADS Listening Sessions conducted. ¹ | N/A | 33 | N/A | 33 |
| G3 | Number of Community Legislative Dialogue meetings coordinated and managed. | 3 | 1 | 1 | 1 |

Notes:

1. LEADS Listening Sessions were held in 2014, 2016, and 2018 and will continue to be held on a two-year cycle.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Strategic Initiatives - Strategic Initiatives (001-115-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 478,121 | 486,190 | 572,005 | - | 572,005 | 591,726 |
| Operating | 242,678 | 259,817 | 259,817 | - | 259,817 | 223,820 |
| Total Budgetary Costs | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,546 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,546 |
| Total Revenues | 720,798 | 746,007 | 831,822 | - | 831,822 | 815,546 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Special Projects Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant to County Administrator | 1.50 | 1.50 | 1.50 | - | 1.50 | 1.50 |
| Management Intern | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Agenda Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Citizen Services Liaison | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 7.50 | 7.50 | 7.50 | - | 7.50 | 7.50 |

The major variances for the FY 2020 Strategic Initiatives budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Community & Media Relations (001-116-513)

| | |
|-----------------------------------|---|
| Goal | The goal of Community and Media Relations is to proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners. |
| Core Objectives | <ol style="list-style-type: none"> 1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 2. Manages Leon County Government's collective information and messaging; fosters proactive and responsive communication with the public; and maintains consistency in messaging, visual presentation and positive representation for the County. 3. Maintains routine contact with local news media outlets and manage shifting relationships with their personnel. 4. Prepares and distributes Leon County news and information via news releases, notices and other publications and oversees the content of Leon County's websites and government broadcast channel. 5. Organizes and manages news conferences, community meetings and special events. 6. Communicates key issues and information to the public and Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting. 7. Coordinates and executes the annual Neighborhood Recognition Program, and maintains partnerships with local, regional, and national associations. 8. Trains, prepares, and responds for Emergency Communication/Information within the Incident Command System (ICS) and trains/prepares County staff for interaction with media partners. |
| Statutory Responsibilities | In accordance to Florida Statute 125.001, the Public Information Officer posts public meetings to the County's general calendar and sends public notices to local media in order to appropriately notice all regular and special public meetings. |
| Advisory Board | N/A |

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G1, G3 | Number of news advisories, releases, and notices detailing County activity. ¹ | 318 | 300 | 300 | 300 |
| G1, G3 | Number of press conferences, community meetings and events. ² | 55 | 80 | 68 | 68 |
| G3 | Number of participants in Citizen Engagement Series and Club of Honest Citizens. ³ | 900 | 950 | 1,000 | 1,500 |
| G5 | Annual Report distribution. ⁴ | 1,647 | 1,650 | 1,650 | 1,650 |

Notes:

1. The FY 2020 estimate is associated with the average number of advisories and releases detailing County activity.
2. The FY 2020 estimate is the average number of conferences and meetings had over the past couple of years, including years with Hurricane activity.
3. The number of participants is estimated to increase due to the added events such as more Club of Honest Citizens events each year.
4. Annual Report Video and hard copy distribution is calculated in Annual Report numbers.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Strategic Initiatives - Community and Media Relations (001-116-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 362,233 | 369,811 | 382,293 | 74,851 | 457,144 | 472,527 |
| Operating | 258,919 | 302,611 | 293,846 | 28,100 | 321,946 | 311,952 |
| Transportation | 55 | 410 | 522 | - | 522 | 522 |
| Total Budgetary Costs | 621,207 | 672,832 | 676,661 | 102,951 | 779,612 | 785,001 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 621,207 | 672,832 | 676,661 | 102,951 | 779,612 | 785,001 |
| Total Revenues | 621,207 | 672,832 | 676,661 | 102,951 | 779,612 | 785,001 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Assistant to County Administrator | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Public Information Specialist | 3.00 | 3.00 | 2.00 | - | 2.00 | 2.00 |
| Public Information Specialist Citizen Engagement Liaison | - | - | 1.00 | - | 1.00 | 1.00 |
| Website Design Coordinator | - | - | - | 1.00 | 1.00 | 1.00 |
| Public Information & Communications Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Digital Communication Engagement Specialist | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 5.00 | 5.00 | 5.00 | 1.00 | 6.00 | 6.00 |

The major variances for the FY 2020 Community and Media Relations budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.
2. Promotional Activities increased by \$10,000 for the Complete Census Count funding for public information and education efforts associated with the upcoming 2020 Census and \$15,600 for promotional activities in local media.
3. Other Current Charges and Obligations in the amount of \$20,000 associated with the realignment of Created Equal and Library Lecture Series funding from Strategic Initiatives.
4. Printing and Binding increased in the amount of \$2,500 due to the cost of printing increasing each year for annual reports, ethics guide and mental health flyer's.

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Human Resources (001-160-513)

| | |
|----------------------------|---|
| Goal | The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public. |
| Core Objectives | The core objectives of the Office of Human Resources are to provide technical and consultation services in the areas of: Recruitment, Selection, Employment, Orientation, Retention, Separation, Employee Relations, Performance Management, Job Classification, Compensation & Benefits Design/Administration, Legal/Regulatory Compliance, Policy Development, Employee Communications, Professional Development, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being. |
| Statutory Responsibilities | Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform). |
| Advisory Board | Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee. |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark* |
|------------|-------------------------------|-------------|------------|
| G1 | HR Operating Costs Per Capita | \$3.88 | \$9.67 |

*Florida Benchmarking Consortium

Strategic Plan Bold Goals and Five-Year Targets

| Reference | Measure | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|-----------|---|-----------------|------------------|------------------|
| T14 | Strategic Target: Achieve 90% employee participation in the County's "My Rewards" Well Being Program¹ | 90% | 90% | 90% |
| T16 | Strategic Target: 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace² | 30% | 60% | 90% |

Notes:

- The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who do not receive health insurance as a benefit. Staff anticipates an annual increase between FY 2017 through FY 2021. This goal was achieved in 2018, and the 90% employee participation rate is expected to remain consistent for increase by FY 2021.
- To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to work 24/7 shifts.

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Human Resources (001-160-513)

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|--------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G4 | Number of requisitions created, and or recruited for vacant positions. | 102 | 100 | 100 | 100 |
| G4 | Number of qualified applicants per requisition. | 40 | 35 | 35 | 35 |
| G4 | Number of positions filled internally. | 24 | 30 | 30 | 30 |
| G4 | Number of positions filled from outside sources. | 51 | 40 | 40 | 40 |
| G4 | Average days to fill vacant positions. | 80 | 60 | 64 | 64 |
| G4 | Average Turnover Rate. | 9% | 10% | 10% | 10% |
| G2 | Number of County/Constitutional employees participating in county-sponsored Wellness Program events. | 2,810 | 2,400 | 1,900 | 2,400 ² |
| G2 | Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program. | 1,065 | 1,060 | 1,060 | 1,065 |
| G4 | Number of employees attending county-sponsored Training and Professional Development events. | 863 | 650 | 650 | 700 |
| G1 | Number of employees completing customer experience training. | 81 | 290 | 290 | 619 |
| G1 | Percentage of new employees completing "on-boarding" within 30 days. | 85% | 85% | 85% | 85% |

Notes:

1. Requisitions created often exceed the total number of positions filled in the reporting period due to positions remaining vacant until the subsequent fiscal year.
2. The "2019 Actual" will be reduced by 500 since we did not have the health fair last fiscal year.
3. Increases in the number of employees trained is directly related to the Bold Goal and Five-Year Target of having 100% of employees trained in customer experience, diversity, domestic violence, sexual violence & stalking in the workplace (T16).
4. New Employee Orientation (NEO) is offered monthly to meet this performance measure goal. New employees are notified of training within the first few weeks of hire and this information is posted on the Leon Learns website.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Human Resources (001-160-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 967,688 | 1,068,665 | 1,176,433 | - | 1,176,433 | 1,217,599 |
| Operating | 236,759 | 336,422 | 332,660 | - | 332,660 | 331,733 |
| Total Budgetary Costs | 1,204,447 | 1,405,087 | 1,509,093 | - | 1,509,093 | 1,549,332 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,204,447 | 1,405,087 | 1,509,093 | - | 1,509,093 | 1,549,332 |
| Total Revenues | 1,204,447 | 1,405,087 | 1,509,093 | - | 1,509,093 | 1,549,332 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Human Resources | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Employee Engagement & Performance Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Human Resources Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Health and Wellness Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Employee Development Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Compensation Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Human Resource Records Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Human Resources Generalist | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Employee Relations Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Benefits Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| HRIS Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |

The major variances for the FY 2020 Human Resources budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 550,317 | 363,120 | 600,780 | - | 600,780 | 620,043 |
| Operating | 683,171 | 971,670 | 946,378 | 12,000 | 958,378 | 972,393 |
| Transportation | - | 2,385 | 2,456 | - | 2,456 | 2,456 |
| Capital Outlay | - | 10,224 | - | - | - | - |
| Budgeted Reserves | - | 14,546 | - | - | - | 10,862 |
| Total Budgetary Costs | 1,233,488 | 1,361,945 | 1,549,614 | 12,000 | 1,561,614 | 1,605,754 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| EM-EMPG Federal Grant (125-952005-525) Emergency Management (125-864-525) | 10,179 | - | - | - | - | - |
| Emerg. Mgmt-(EMPA)Base Grant-St (125-952002-523) | 45,650 | 121,155 | 109,221 | 12,000 | 121,221 | 121,250 |
| Emerg. Mgmt-(EMPG)Base Grant-Fed (125-952001-525) | 105,741 | - | - | - | - | - |
| EMPA-Base Grant-State (125-952006-525) | 75,946 | - | - | - | - | - |
| EMPA-Base-Grant-State (125-952008-525) | 14,096 | - | - | - | - | - |
| EMPG Federal Grant (125-952009-525) | - | - | 130,319 | - | 130,319 | 134,902 |
| Enhanced E-911-Administration (130-180-525) Insurance for E-911 (130-495-525) | - | - | 94,674 | - | 94,674 | 98,202 |
| MIS Automation (130-470-525) | 981,875 | 1,223,830 | 1,195,171 | - | 1,195,171 | 1,231,022 |
| | - | 2,235 | 2,235 | - | 2,235 | 2,235 |
| | - | 14,725 | 17,994 | - | 17,994 | 18,143 |
| Total Budget | 1,233,488 | 1,361,945 | 1,549,614 | 12,000 | 1,561,614 | 1,605,754 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | 251,613 | 121,155 | 334,214 | 12,000 | 346,214 | 354,354 |
| 130 9-1-1 Emergency Communications | 981,875 | 1,240,790 | 1,215,400 | - | 1,215,400 | 1,251,400 |
| Total Revenues | 1,233,488 | 1,361,945 | 1,549,614 | 12,000 | 1,561,614 | 1,605,754 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| EMPA-Base Grant-State | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| EMPG Federal Grant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Enhanced E-911-Administration | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Total Full-Time Equivalents (FTE) | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Emergency Management (125-864-525)

| | |
|-----------------------------------|--|
| Mission | The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs. |
| Core Objectives | <ol style="list-style-type: none"> 1. Maintain the Comprehensive Emergency Management Plan. 2. Maintain the functionality of the Emergency Operations Center. 3. Review health care facility plans. 4. Provide education on disaster preparedness, response, recovery, and mitigation. |
| Statutory Responsibilities | <p>F.S. 252.31-252.60 – State Emergency Management Act</p> <p>F.S. 395.1055 – Hospital Licensing and Regulation</p> <p>F.S. 400.23 – Nursing Homes and Related Health Care Facilities</p> <p>F.S. 429.41 – Assisted Care Communities</p> |
| Advisory Board | Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; Florida Division of Emergency Management, Emergency Management Advisory Workgroup |

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q3 | Number of annual exercises conducted/participated in. ¹ | 7 | 4 | 4 | 4 |
| Q3 | Number of health care facility plans reviewed. | 42 | 45 | 45 | 50 |
| Q3 | Number of presentations conducted. | 13 | 15 | 12 | 12 |
| Q3 | Number of planning meetings facilitated. | 10 | 6 | 6 | 6 |

Notes:

1. The number of annual exercises conducted is anticipated to remain level in FY 2019 and FY 2020.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - Emergency Management (125-864-525)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 45,650 | 108,546 | 106,765 | 12,000 | 118,765 | 118,794 |
| Transportation | - | 2,385 | 2,456 | - | 2,456 | 2,456 |
| Capital Outlay | - | 10,224 | - | - | - | - |
| Total Budgetary Costs | 45,650 | 121,155 | 109,221 | 12,000 | 121,221 | 121,250 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | 45,650 | 121,155 | 109,221 | 12,000 | 121,221 | 121,250 |
| Total Revenues | 45,650 | 121,155 | 109,221 | 12,000 | 121,221 | 121,250 |

The major variances for the FY 2020 Emergency Management budget are as follows:

Increases to Program Funding:

1. Communications in the amount of \$12,000 for 6 months of cell phone service for 25 phones during hurricane season.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - EMPA-Base Grant-State (125-952008-525)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | - | - | 130,319 | - | 130,319 | 134,902 |
| Total Budgetary Costs | - | - | 130,319 | - | 130,319 | 134,902 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | - | - | 130,319 | - | 130,319 | 134,902 |
| Total Revenues | - | - | 130,319 | - | 130,319 | 134,902 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Dir. of Emergency Management | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 EMPA Base Grant are as follows:

The position is funded by a state grant. The new grant is anticipated from the Florida Division of Emergency Management in July 2020 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2020 funding reflects the county annually budgeted personnel costs.

Increases to Program Funding:

1. Funding represents County's personnel cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - EMPG Federal Grant (125-952009-525)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | - | - | 94,674 | - | 94,674 | 98,202 |
| Total Budgetary Costs | - | - | 94,674 | - | 94,674 | 98,202 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | - | - | 94,674 | - | 94,674 | 98,202 |
| Total Revenues | - | - | 94,674 | - | 94,674 | 98,202 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Emergency Management Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 EMPG Base Grant are as follows:

The positions is funded by a state grant. The new grant is anticipated from the Florida Division of Emergency Management in July 2020 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2020 funding reflects the county annually budgeted personnel costs.

Increases to Program Funding:

1. Funding represents County's personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 **Adopted** Budget

Administration

Enhanced 9-1-1 (130-180-586)

| | |
|----------------------------|--|
| Mission | The mission of the 9-1-1 System is to provide Next Generation 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS). |
| Core Objectives | <ol style="list-style-type: none"> 1. Maintain the Master Street Address Guide to ensure 9-1-1 database accuracy. 2. Respond to requests for 9-1-1 information. 3. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers. |
| Statutory Responsibilities | F.S. 365.171-175 – 9-1-1 and Wireless Enhanced 9-1-1 |
| Advisory Board | State and National Emergency Number Association; State of Florida E-911 Board |

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|---|-----------------|-----------------|------------------|------------------|
| Q3 | Number of days taken to respond to subpoena requests for 9-1-1. | 1 | 1 | 1 | 1 |
| Q3 | Number of responses to requests for 911 records. | 752 | 825 | 820 | 825 |
| Q3 | Percent of 9-1-1 database accuracy. | 99.6% | 99% | 99% | 99% |
| Q3 | Number of Master Street Address Guide validations. | 1,057 | 1,300 | 1,250 | 1,250 |

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - Enhanced E-911-Administration (130-180-525)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 344,354 | 363,120 | 375,787 | - | 375,787 | 386,939 |
| Operating | 637,521 | 846,164 | 819,384 | - | 819,384 | 833,221 |
| Budgeted Reserves | - | 14,546 | - | - | - | 10,862 |
| Total Budgetary Costs | 981,875 | 1,223,830 | 1,195,171 | - | 1,195,171 | 1,231,022 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 130 9-1-1 Emergency Communications | 981,875 | 1,223,830 | 1,195,171 | - | 1,195,171 | 1,231,022 |
| Total Revenues | 981,875 | 1,223,830 | 1,195,171 | - | 1,195,171 | 1,231,022 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| E-911 Systems Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| 911 Data Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| 911 System Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| 911 System Analyst | - | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Emergency Management Administrative Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Mapping Specialist | 1.00 | - | - | - | - | - |
| Total Full-Time Equivalents (FTE) | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |

The major variances for the FY 2020 Enhanced 911 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Other Contractual Services in the amount of \$55,890 for planned E-911 call system upgrades being completed in FY19.
2. Repairs and Maintenance in the amount of \$8,066 due to analysis of historical maintenance costs.

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - MIS Automation (130-470-525)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | - | 14,725 | 17,994 | - | 17,994 | 18,143 |
| Total Budgetary Costs | - | 14,725 | 17,994 | - | 17,994 | 18,143 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 130 9-1-1 Emergency Communications | - | 14,725 | 17,994 | - | 17,994 | 18,143 |
| Total Revenues | - | 14,725 | 17,994 | - | 17,994 | 18,143 |

Leon County Fiscal Year 2020 Adopted Budget

Administration

Emergency Management - Insurance for E-911 (130-495-525)

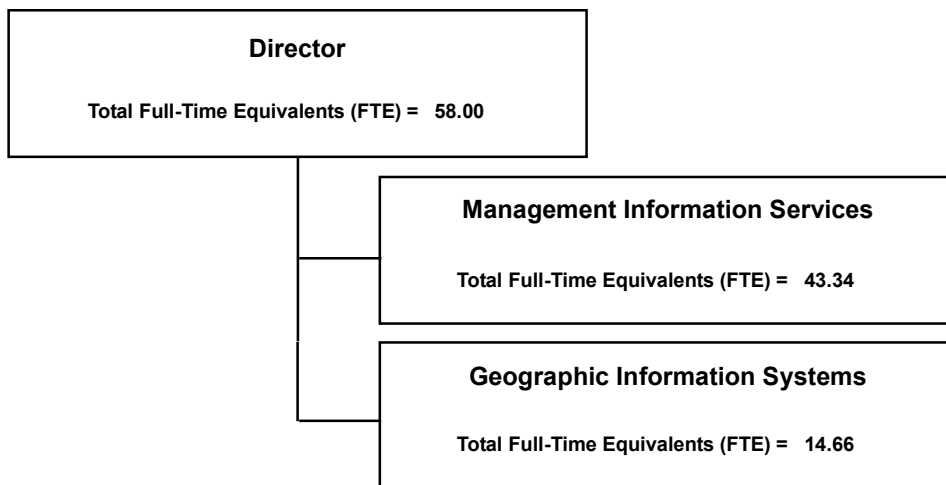
| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | - | 2,235 | 2,235 | - | 2,235 | 2,235 |
| Total Budgetary Costs | - | 2,235 | 2,235 | - | 2,235 | 2,235 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 130 9-1-1 Emergency Communications | - | 2,235 | 2,235 | - | 2,235 | 2,235 |
| Total Revenues | - | 2,235 | 2,235 | - | 2,235 | 2,235 |

Leon County Fiscal Year 2020 Adopted Budget**Office of Information and Technology**

| | |
|--|--------|
| Organizational Chart | 9 - 2 |
| Executive Summary | 9 - 3 |
| Information and Technology Business Plan | 9 - 4 |
| Information and Technology Summary | 9 - 5 |
| Management Information Services | 9 - 6 |
| Geographic Information Systems | 9 - 11 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology



Leon County Fiscal Year 2020 Adopted Budget

Office of Information Technology

Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2020 Annual Budget is comprised of the Management Information Services (MIS) division and Geographic Information Systems (GIS) division. The MIS and GIS divisions provide reliable and effective technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

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

HIGHLIGHTS

Recent new solutions include: upgrading the voicemail system for the County; updating Leon County EMS from pager technology to cellular devices; expanding digital signage at the Leon County Government Annex and the Library and its branches for customer awareness and room wayfinding; and implementing audio/video upgrades at the Public Safety Complex.

New citizen websites provide information about the Primary Springs Protection Zones, Water Resources, and County Projects. A new County Intranet site has been deployed which incorporates Leon Learns as the new training portal for County employees. MIS continues to maintain a robust infrastructure and computing environment that supports over 2,000 users and 8,000 devices at 80 sites and a virtualized environment with over 700 servers and a storage environment of over 1 petabyte (over 1,000 terabytes). The wireless network continues to be expanded to more sites and broader use. The expansion of remote field access continues with Public Works and Development Support & Environmental Management (DSEM) for over 750 County devices.

Cyber security is a high priority. Employee awareness training has been deployed and encryption of the internal network and many layers of protection from spam, viruses, and malware have been instituted. Firewalls have been hardened and additional barriers to external threats have been added. Enhanced security monitoring has been implemented in support of the Elections Office as well as covering the entire network. Tools for monitoring patches and vulnerabilities with server and endpoint monitoring have been installed and security policies have been enhanced. Cloud computing is leveraged to augment technology needs for the Library's work order management system, the reservation system, and the Office of Intervention & Detention Alternatives' (IDA) point-of-sale system, HSCP's work order management system, HR's e-recruitment system as well as many IT services for MIS. Application solutions provided by in-house staff include a refresh of the Intranet; the County's Committee Tracking System; and upgrades for the County's HR and Finance systems.

As part of the Board's 2017-2021 Strategic Plan, MIS has transitioned the County from Groupwise to Microsoft Office 365 with nearly 2,500 accounts. Users can access their email and calendars remotely from the office via the web or on their smartphones. Work is underway to deploy Sharepoint and One Drive for process improvements such as agenda processing, file sharing, and work collaboration. As a joint City/County partnership, the Tallahassee/Leon County GIS program provides accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the needs of Leon County and the City of Tallahassee as well as their citizens. The program supports nearly 600 data layers and over 80 web sites for over 50 business units in the County and City which includes Public Works, the Planning Department, Tourism, the Property Appraiser, and DSEM divisions. Additionally, GIS is integrated into the permitting systems for the City and the County, along with a shared portal for citizens and the building community for permitting information. As part of the County's reorganization of Emergency Management, TLCGIS now supports WebEOC, a multi-county shared emergency incident system tracking system, which was critical to the support efforts during and after Hurricane Michael.

OIT supported office moves and facility remodels throughout the County and specifically for the County Medical Examiner's Building and website; Tourist Development's move to the Leon County Government Annex; and numerous audio/video enhancements in conference rooms at offices such as DSEM and the Public Safety Complex. Required support for the courts continues with the Justice Information System for criminal case management as well as the Jail Management System for the Sheriff's Office. The latest additions include a tool for bond management for IDA and Court Administration and e-signatures and e-warrants for the justice community as well as upgrades to the State Attorney's Office's website for online payments.

As a testament to the dedicated efforts of both MIS and GIS, Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past seven years and was awarded the 2018 Digital Counties Survey Award from the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government. Also, the Citizens Connect Mobile App received the National Association of Counties award.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|--|---|--|
| Office of Information and Technology Business Plan | | |
| Mission Statement | The mission of the Leon County Office of Information and Technology is to provide reliable and effective technology and telecommunications solutions and services to county agencies to enable them to fulfill their missions in serving the citizens of Leon County. | |
| Strategic Priorities | <p>Quality of Life</p> <ul style="list-style-type: none"> • Q2 – Provide relevant library offerings which promote literacy, life-long learning and social equity. • Q3 – Provide essential public safety infrastructure and services. <p>Governance</p> <ul style="list-style-type: none"> • G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. • G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. • G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. | |
| Strategic Initiatives October 1, 2017 – September 30, 2021 | 1. | Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (G2) Ongoing/Complete |
| | 2. | Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G1, G2, G5) Ongoing/Complete |
| | 3. | Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) Ongoing/Complete |
| | 4. | Explore opportunities to increase to high speed internet access through a “mobile hot spot” library lending program. (Q2) Complete |
| Actions | 1. | <p>A.) Secured services for the Active Directory review and mitigate for any recommended configurations.</p> <p>B.) Train technical staff and implement test areas for OIT.</p> <p>C.) Launch Migration/Implementation configuration.</p> <p>D.) Go live for users.</p> <p>E.) Lunch and Learn Sessions.</p> <p>F.) Replacement of Survey Monkey with Forms.</p> <p>G.) Re-Engineering Agenda Process with One Drive and Flow.</p> <p>H.) Teams Deployment.</p> MIS |
| | 2. | <p>A.) Working with vendors to develop process improvements and to finalize GIS interface.</p> <p>B.) Working with vendors to develop enhancements to report creation processes for DSEM.</p> MIS/GIS |
| | 3. | <p>A.) In coordination with EMS, implement additional data sharing systems with Tallahassee Memorial Healthcare and Capital Regional Medical Center.</p> <p>B.) B. Participate in Cardiac Arrest Registry to Enhance Survival program</p> MIS |
| | 4. | <p>A.) Work group formed with Library staff and MIS formed November 2017 to determine “mobile hot spot” purchase and to develop circulation guidelines and procedures for the pilot lending program.</p> <p>B.) 35 “hot spots” have been made available to the public.</p> MIS |

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 5,774,374 | 5,922,408 | 6,122,091 | (59,230) | 6,062,861 | 6,263,393 |
| Operating | 2,743,899 | 3,077,838 | 3,104,850 | 122,410 | 3,227,260 | 3,264,214 |
| Transportation | 1,519 | 4,120 | 4,476 | - | 4,476 | 4,476 |
| Capital Outlay | 10,443 | - | - | - | - | - |
| Total Budgetary Costs | 8,530,235 | 9,004,366 | 9,231,417 | 63,180 | 9,294,597 | 9,532,083 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Management Information Services | 6,608,767 | 6,962,794 | 7,128,193 | 63,180 | 7,191,373 | 7,377,555 |
| Geographic Information Systems | 1,921,469 | 2,041,572 | 2,103,224 | - | 2,103,224 | 2,154,528 |
| Total Budget | 8,530,235 | 9,004,366 | 9,231,417 | 63,180 | 9,294,597 | 9,532,083 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 8,530,235 | 9,004,366 | 9,231,417 | 63,180 | 9,294,597 | 9,532,083 |
| Total Revenues | 8,530,235 | 9,004,366 | 9,231,417 | 63,180 | 9,294,597 | 9,532,083 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Geographic Information Systems | 14.66 | 14.66 | 14.66 | - | 14.66 | 14.66 |
| Management Information Services | 44.34 | 44.34 | 44.34 | (1.00) | 43.34 | 43.34 |
| Total Full-Time Equivalentents (FTE) | 59.00 | 59.00 | 59.00 | (1.00) | 58.00 | 58.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Information Technology

Management Information Services (001-171-513)

| | |
|------------------------|--|
| Goal | The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide technology infrastructure and support for the County, the Joint Dispatch Public Safety Complex, other County Constitutional Officers, and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem). 2. Provide and maintain county network connectivity for all buildings and offices of the County, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit courtrooms and detention centers in Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties. 3. Provide and maintain Internet access for employees within County facilities, for the public within the library system, and wireless access within the Courthouse, main and branch libraries, park facilities, and for designated community centers. 4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, support the agenda process with iPads and paperless agendas and expand field use of work order systems. 5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection. 6. Provide telephone and voice mail services for the County and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office. 7. Provide e-mail services for the County, Constitutional Officers, and Article V agencies. 8. Support and provide connectivity and apps for over 800 mobile devices such as smart phones and tablets. 9. Operate the central data center and a disaster recovery site, support and maintain over 50 physical servers and over 700 servers within a virtualized infrastructure environment, provide backup and restoration management, disaster recovery and business continuity services. 10. Support, maintain, and replace over 3,000 devices such as laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the County, Constitutional Officers, Article V agencies, and the public systems within the library facilities. 11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Clerk's Office, the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release. 12. Develop and maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office. 13. Maintain the pawnshop network system, an award-winning system, which is currently being used by more than 30 Florida and Georgia counties. 14. Provide technical support to the Supervisor of Elections at all voting locations for all elections. 16. Develop and maintain web services (including an Intranet for the County; websites for the County, Court Admin, Tax Collector, Supervisor of Elections, State Attorney, County Medical Examiner, and the Tourist Development Council) and online web applications (such as Board meetings, workshops, agendas, calendars, job applications, customer problem reporting, permitting, online Purchasing, Summer Youth applications, Library Services, Volunteer Services, Parks Reservations, Have a Hurricane Plan, and the Emergency Information Portal). Provide for mobile versions of the website for smart devices. 17. Support, maintain, and upgrade work order management systems, including Banner (Finance, Purchasing, Human Resources, and Payroll), Infor (Public Works, Facilities Mgmt., MIS), Animal Control, Faster (Fleet), Paradigm (Landfill), Halogen E-Appraisal (Human Resources), Permits and Enforcement Tracking Software (DSEM), E-Pro and Telestaff (EMS), Cycom (County Attorney's Office) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Infor system, as appropriate. |

Leon County Fiscal Year 2020 Adopted Budget

Office of Information Technology

| | |
|-----------------------------------|---|
| Core Objectives | <p>18. Develop specialized applications for Human Resources (electronic timesheets, e-recruitment, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support).</p> <p>19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works (Animal Control and Engineering), DSEM Divisions, Veterans Services, Human Resources, HSCP, the County Attorney's Office, the Office for Intervention and Detention Alternatives, and other divisions or offices as they become ready.</p> <p>20. Provide technology, telecommunications, and A/V support for the Public Safety Complex.</p> <p>21. Develop and support visualization solutions through digital signage for the Libraries and Facilities.</p> |
| Statutory Responsibilities | Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit. |
| Advisory Board | The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS. |

| Benchmarking | | | |
|--------------|---|-------------|--|
| Priorities | Benchmark Data | Leon County | Benchmark* (Median Values for City/County Sector) |
| G1 | Average number of users per MIS Full Time Equivalent (FTE) (2,200 users/44 MIS Staff) | 50:1 | 45:1 |
| G1 | Average number of Devices per Information Technician (IT Staff) (8,000/44 MIS Staff) | 182:1 | 70:1 |
| G1 | Total IT Spending (Operating and CIPs) as Percentage of Budget | 3.6% | 5.77% |
| G1 | Number of Network Sites | 75 | 44 |

***Benchmark Sources:**

- February 2017 Robert Half Technology reports 45:1 staffing levels for enterprise networks
- November 2017 Deloitte Insights states all industries are at 3.28% and Education/Non-Profits are at 5.77%
- 2014/2015 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

| Performance Measures | | | | | |
|----------------------|--|-------------------|-------------------|---------------------|---------------------|
| Priorities | Performance Measures | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| G1, G3 | Average number of e-mails processed each month (millions) ¹ | 1.07 | 1.14 | 1.2 | 1.5 |
| G1 | Approximate amount of valid e-mails (balance after malware/viruses trapped) ² | 56% | 61% | 61% | 61% |
| Q1, Q2 | Average monthly visits to Leon County website ³ | 317,891 | 106,930 | 267,325 | 275,000 |
| G1 | Percent of help calls completed the same day ⁴ | 49% | 50% | 50% | 50% |
| G1 | Number of new applications/services deployed ⁵ | 4 | 4 | 4 | 3 |

Notes:

- Moved to Office 365 email service supporting the County and all Constitutionals except Public Defender who will join in 2019.
- With the move to Office 365, over half of email is processed within the O365 environment. The remaining is external email which 39% are being trapped as viruses/malware.
- The Property Appraiser and Supervisor of Elections moved their sites to vendor-provided solutions tied to their specific case systems, resulting in a decline in FY 2018. Visits rose in FY 2019 because of an increase in the use of the mobile app and the Emergency Information Portal during Hurricane Michael.
- 71% of all calls are closed within a five-day period.
- Implemented several new websites and the new Intranet; employee security training; enhanced Committee Tracking System.

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

Management Information Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 4,355,820 | 4,461,845 | 4,598,437 | (59,230) | 4,539,207 | 4,688,451 |
| Operating | 2,240,985 | 2,496,829 | 2,525,280 | 122,410 | 2,647,690 | 2,684,628 |
| Transportation | 1,519 | 4,120 | 4,476 | - | 4,476 | 4,476 |
| Capital Outlay | 10,443 | - | - | - | - | - |
| Total Budgetary Costs | 6,608,767 | 6,962,794 | 7,128,193 | 63,180 | 7,191,373 | 7,377,555 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Article V MIS (001-171-713) | 40,521 | - | - | - | - | - |
| Management Information Services (001-171-513) | 6,346,059 | 6,713,267 | 6,860,469 | 61,980 | 6,922,449 | 7,103,234 |
| Public Safety Complex Technology (001-411-529) | 222,187 | 249,527 | 267,724 | 1,200 | 268,924 | 274,321 |
| Total Budget | 6,608,767 | 6,962,794 | 7,128,193 | 63,180 | 7,191,373 | 7,377,555 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 6,608,767 | 6,962,794 | 7,128,193 | 63,180 | 7,191,373 | 7,377,555 |
| Total Revenues | 6,608,767 | 6,962,794 | 7,128,193 | 63,180 | 7,191,373 | 7,377,555 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Management Information Services | 42.84 | 42.84 | 42.84 | (1.00) | 41.84 | 41.84 |
| Public Safety Complex Technology | 1.50 | 1.50 | 1.50 | - | 1.50 | 1.50 |
| Total Full-Time Equivalentents (FTE) | 44.34 | 44.34 | 44.34 | (1.00) | 43.34 | 43.34 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

Management Information Services - Management Information Services (001-171-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 4,218,500 | 4,327,748 | 4,459,733 | (59,230) | 4,400,503 | 4,544,920 |
| Operating | 2,115,597 | 2,381,399 | 2,396,260 | 121,210 | 2,517,470 | 2,553,838 |
| Transportation | 1,519 | 4,120 | 4,476 | - | 4,476 | 4,476 |
| Capital Outlay | 10,443 | - | - | - | - | - |
| Total Budgetary Costs | 6,346,059 | 6,713,267 | 6,860,469 | 61,980 | 6,922,449 | 7,103,234 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 6,346,059 | 6,713,267 | 6,860,469 | 61,980 | 6,922,449 | 7,103,234 |
| Total Revenues | 6,346,059 | 6,713,267 | 6,860,469 | 61,980 | 6,922,449 | 7,103,234 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Oracle Enterprise Architect | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of MIS/GIS | 0.67 | 0.67 | 0.67 | - | 0.67 | 0.67 |
| IT Coordinator- Work Order & EDMS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| IT Coordinator-Administrative Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Applications & Development | 1.00 | 1.00 | 2.00 | - | 2.00 | 2.00 |
| Public Safety Applications Manager | 1.00 | 1.00 | - | - | - | - |
| IT Coordinator-Web Development | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Information Technology Operations | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| IT Coordinator-Systems | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| IT Coordinator-Technical Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Applications Systems Analyst III | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Application Integration Architect | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| IT Technical Support Specialist II | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| MIS Special Projects Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Network Systems Analyst I | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Applications Systems Analyst I | 3.00 | 3.00 | 3.00 | (1.00) | 2.00 | 2.00 |
| Applications Systems Analyst II | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Network Systems Analyst II | 4.50 | 4.50 | 4.50 | - | 4.50 | 4.50 |
| Network Systems Analyst III | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| EDMS Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Computer Asset Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. IT Technical Support Specialist | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| IT Coordinator-Network | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate VI | 0.67 | 0.67 | 0.67 | - | 0.67 | 0.67 |
| Total Full-Time Equivalents (FTE) | 42.84 | 42.84 | 42.84 | (1.00) | 41.84 | 41.84 |

Note: The Network & Technical Services Manager position and the Application & Database manager position were both re-classified from PG 59 to PG 59SR with no fiscal impact.

The major variances for the FY 2020 Management Information Services budget are as follows:

Increases to Program Funding:

- Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.
- Contractual and maintenance costs in the amount of \$121,200 related to the facilitation of Americans with Disabilities Act (ADA) compliance on the County's website, additional functionality for the Human Services and Community Partnerships case management system, additional network security, and IT costs associated with the Medical Examiner Facility.
- Microsoft Office 365 (\$74,020); email archiving (\$15,000); costs associated with software maintenance for Judicial Officers as mandated by Article V of the Florida Constitution (\$6,000); maintenance for the Banner system (\$5,500); maintenance and additional tools for Development staff's web content management system (\$5,000); the facilitation of higher user volume for Adobe software (\$4,995); desktop management maintenance (\$2,100); and several other software and information system-related cost increases. These increases are offset by significant decreases in program funding, such as the elimination of costs associated with Halogen talent management software (\$41,000); McAfee Virus Protection Program (\$15,000); network troubleshooting and application support (\$5,500).

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

Management Information Services - Public Safety Complex Technology (001-411-529)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 137,319 | 134,097 | 138,704 | - | 138,704 | 143,531 |
| Operating | 84,867 | 115,430 | 129,020 | 1,200 | 130,220 | 130,790 |
| Total Budgetary Costs | 222,187 | 249,527 | 267,724 | 1,200 | 268,924 | 274,321 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 222,187 | 249,527 | 267,724 | 1,200 | 268,924 | 274,321 |
| Total Revenues | 222,187 | 249,527 | 267,724 | 1,200 | 268,924 | 274,321 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Network Systems Analyst I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Network Systems Analyst II | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 1.50 | 1.50 | 1.50 | - | 1.50 | 1.50 |

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC Technology; the City's share is reflected as an offsetting revenue.

The major variances for the FY 2020 Public Safety Complex Technology budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Phone system costs in the amount of \$16,495, offset by a \$3,000 decrease in maintenance costs.
3. Rentals and Leases in the amount of \$1,200 for costs associated with cable service.

Leon County Fiscal Year 2020 Adopted Budget

Office of Information Technology

Geographic Information Systems (001-421-539)

| | |
|-----------------------------------|---|
| Goal | The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve. |
| Core Objectives | <ol style="list-style-type: none"> 1. Development and management of high-accuracy planimetric and topographic basemap data. 2. Creation, compilation, access and distribution of derived and thematic GIS data. 3. Manage the overall quality and integrity of departmental GIS data. 4. Provide access to GIS analytical tools. 5. Integrate GIS technology, service and support into the business processes of government. 6. Identify additional sources of GIS data to support government activities and services. |
| Statutory Responsibilities | Florida Statute 7 – County Boundaries: Section 7.37 – Leon County ; Florida Statute 101 – Voting Methods & Procedures: 101.001 – Precincts and polling places, boundaries; Florida Statutes 163 – Intergovernmental Programs: Section 163.2511-163.3248 – Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; Florida States 166 – Municipalities: Section 166.231 – Public service tax; Florida Statutes 192 – Taxation: General Provisions, Non-ad Valorem; Florida Statutes 193 – Assessments: Section 193.023 – Property Appraiser’s requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 – Property Appraiser and use of Aerial Imagery in Inspections; Florida Statute 202 – Communications Services Tax simplification Law: Section 202.19 Local Communications Tax; Florida Statute 472 – Land Surveying and Mapping: Section 472.027 – Minimum technical standards for surveying and mapping; City of Tallahassee Environmental Ordinance; Leon County Environmental Management Act; Local Comprehensive Plan; Interlocal Agreement for a Geographic information System, May 16, 1990; Senate Bill 360 |
| Advisory Board | GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee, Local Mitigation Strategy Committee (LMS) |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark* |
|------------|--|-------------|--------------|
| G1, G3 | Number of Business Units that use GIS. | 60 | 36 (Average) |
| G3, Q2 | Number of Layers of Data Maintained. | 620 | 420 |
| G1, G3, Q1 | Number of Web Sites and Custom Applications. | 84 | 7 |

*Benchmark Source: 2018 Poll of selected Florida Counties

Performance Measures

| Priorities | Performance Measures | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
|------------|---|----------------|----------------|------------------|------------------|
| G1 | Provide customer response to system and software requests within (1) hour 100% of the time. | 95% | 95% | 95% | 95% |
| G1, Q1 | Increase GIS internet applications, services and downloadable files by 20% annually. | 50% | 50% | 50% | 50% |
| G1, Q1 | Increase ArcGIS Online user accounts by 25% annually. | 25% | 25% | 25% | 20% |
| G1 | Provide maintenance of base map components per schedule matrix, as required. | 100% | 100% | 100% | 100% |
| G3, Q2 | Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements). ¹ | 592 | 609 | 620 | 627 |
| G3 | Published web services. | 210 | 257 | 260 | 270 |

Notes:

1. The number of data layers maintained varies from year to year as older data layers are consolidated and new data layers are created.

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

Geographic Info. Systems (001-421-539)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,418,555 | 1,460,563 | 1,523,654 | - | 1,523,654 | 1,574,942 |
| Operating | 502,914 | 581,009 | 579,570 | - | 579,570 | 579,586 |
| Total Budgetary Costs | 1,921,469 | 2,041,572 | 2,103,224 | - | 2,103,224 | 2,154,528 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,921,469 | 2,041,572 | 2,103,224 | - | 2,103,224 | 2,154,528 |
| Total Revenues | 1,921,469 | 2,041,572 | 2,103,224 | - | 2,103,224 | 2,154,528 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| GIS Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of MIS/GIS | 0.33 | 0.33 | 0.33 | - | 0.33 | 0.33 |
| Unix System Administrator -GIS GIS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Project Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Specialist II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Oracle Database Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Network Systems Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Applications Systems Analyst I | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Applications Systems Analyst II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Technician II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Integration Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS Specialist III | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Associate VI | 0.33 | 0.33 | 0.33 | - | 0.33 | 0.33 |
| Total Full-Time Equivalentents (FTE) | 14.66 | 14.66 | 14.66 | - | 14.66 | 14.66 |

The major variances for the FY 2020 Geographic Information Systems budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Operating Supplies in the amount of \$1,439 for copier charges.

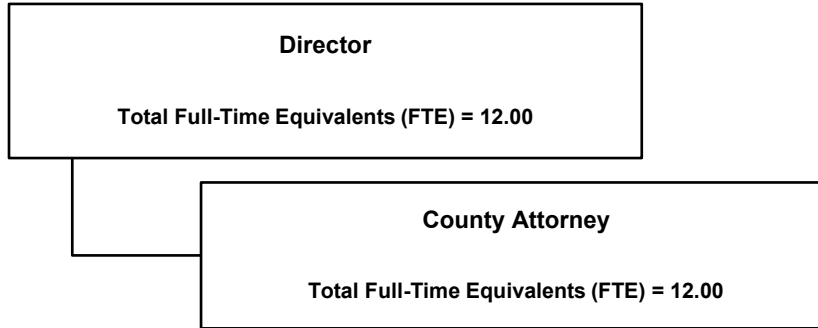
Leon County Fiscal Year 2020 **Adopted** Budget

County Attorney's Office

| | |
|--------------------------|--------|
| Organizational Chart | 10 - 2 |
| Executive Summary | 10 - 3 |
| Summary | 10 - 4 |
| County Attorney's Office | 10 - 5 |

Leon County Fiscal Year 2020 **Adopted** Budget

County Attorney's Office



Leon County Fiscal Year 2020 **Adopted** Budget

County Attorney's Office

Executive Summary

The County Attorney's Office (CAO) section of the Leon County FY 2020 Annual Budget is comprised of the County Attorney's Office.

The County Attorney provides legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners. The Office of the County Attorney also reviews all contracts, bonds, ordinances, resolutions and other written instruments.

HIGHLIGHTS

During FY 2019, the County Attorney's Office provided legal support on behalf of Leon County on a number of significant matters, including finalizing a two-year project to recodify the Leon County Code of Laws. The recodification process consisted of a careful and thorough legal review to ensure that the Code of Laws was free of conflicts, inconsistencies, and obsolete provisions, and in conformance with Florida law. In addition, the County Attorney's Office assisted in drafting an ordinance amending the Environmental Management Act and the Zoning and Floodplain Management sections of the Code of Laws, including provisions to reduce the permit review times allowed for staff to review and approve Natural Feature Inventory applications and Environmental Impact Analyses in some instances. The County Attorney also drafted the agreement for use of the new facility housing the Medical Examiner, how the facility will be used and delineating the responsibilities of the County and the Medical Examiner; drafted a "local amendment to the Florida Building Code," regarding construction of Tiny Houses, via an amendment to Chapter 5, Building and Construction Regulations, of the Leon County Code of Laws; continues to represent Leon County as a Plaintiff in the firearms litigation titled Broward County v. State of Florida; successfully defended Leon County in the land use matter Braswell vs. Palafox, and Leon County Board of County Commissioners; and settled a claim against Playmore Recreational Products & Services concerning the Fred George Park playground surface materials in Leon County's favor. The County Attorney continues to be active in efforts to keep the County's lakes clean, and has worked diligently for the last several years with the Florida Department of Environmental Protection and the U.S. Environmental Protection Agency to reduce nutrient levels coming into Lake Talquin from Georgia.

Leon County Fiscal Year 2020 Adopted Budget

County Attorney's Office

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,386,839 | 1,464,047 | 1,525,772 | - | 1,525,772 | 1,573,022 |
| Operating | 698,162 | 597,825 | 595,665 | - | 595,665 | 595,867 |
| Capital Outlay | 3,723 | - | - | - | - | - |
| Total Budgetary Costs | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Attorney | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Total Budget | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Total Revenues | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Attorney | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| Total Full-Time Equivalents (FTE) | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

County Attorney's Office

County Attorney's Office (001-120-514)

| | |
|----------------------------|---|
| Goal | The goal of the County Attorney's Office is to provide high quality legal representation on behalf of the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, Leon County employees in their employment capacity, and certain other boards and officials of Leon County as directed by the Board of County Commissioners. |
| Core Objectives | <ol style="list-style-type: none"> 1. Advising, counseling, and providing legal opinions to our clients. 2. Representing our clients in litigation matters before the courts. 3. Representing our clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals. 4. Representing our clients in employment related matters before agencies such as the Florida Commission on Human Relations, the Equal Employment Opportunity Commission, and the Agency for Work Force Innovation. 5. Preparing materials and presenting workshops to the Board of County Commissioners. 6. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies. 7. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants. 8. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners. 9. Representing our clients in negotiating real estate contracts. 10. Commencing eminent domain lawsuits on behalf of Leon County, when necessary. 11. Representing our clients in road widening projects and drainage improvement projects. 12. Providing legal education seminars to Senior Management staff. |
| Statutory Responsibilities | Chapter 112, Florida Statutes, Public Officers and Employees; Chapter 119, Florida Statutes, Public Records; Chapter 73, Florida Statutes, Eminent Domain; Chapter 74, Florida Statutes, Proceedings Supplemental to Eminent Domain; Chapter 127, Florida Statutes, Right of Eminent Domain to Counties; Section 2, Leon County, Florida, Charter; Section 2, Leon County Administrative Code |
| Advisory Board | N/A |

Leon County Fiscal Year 2020 Adopted Budget

County Attorney's Office

County Attorney (001-120-514)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,386,839 | 1,464,047 | 1,525,772 | - | 1,525,772 | 1,573,022 |
| Operating | 698,162 | 597,825 | 595,665 | - | 595,665 | 595,867 |
| Capital Outlay | 3,723 | - | - | - | - | - |
| Total Budgetary Costs | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Total Revenues | 2,088,724 | 2,061,872 | 2,121,437 | - | 2,121,437 | 2,168,889 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Attorney | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Deputy County Attorney | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant County Attorney | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Legal Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Paralegal | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Paralegal | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Legal Records Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Legal Assistant | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Legal Assistant | - | - | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate III | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |

The major variances for the FY 2020 County Attorney budget are as follows:

Increase to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decrease to Program Funding:

1. Decrease in Operating cost in the amount of \$2,160 is attributed to phone communication system changes and rental/lease decreases for leased copiers based on a use analysis by the County's Office of Information Technology.

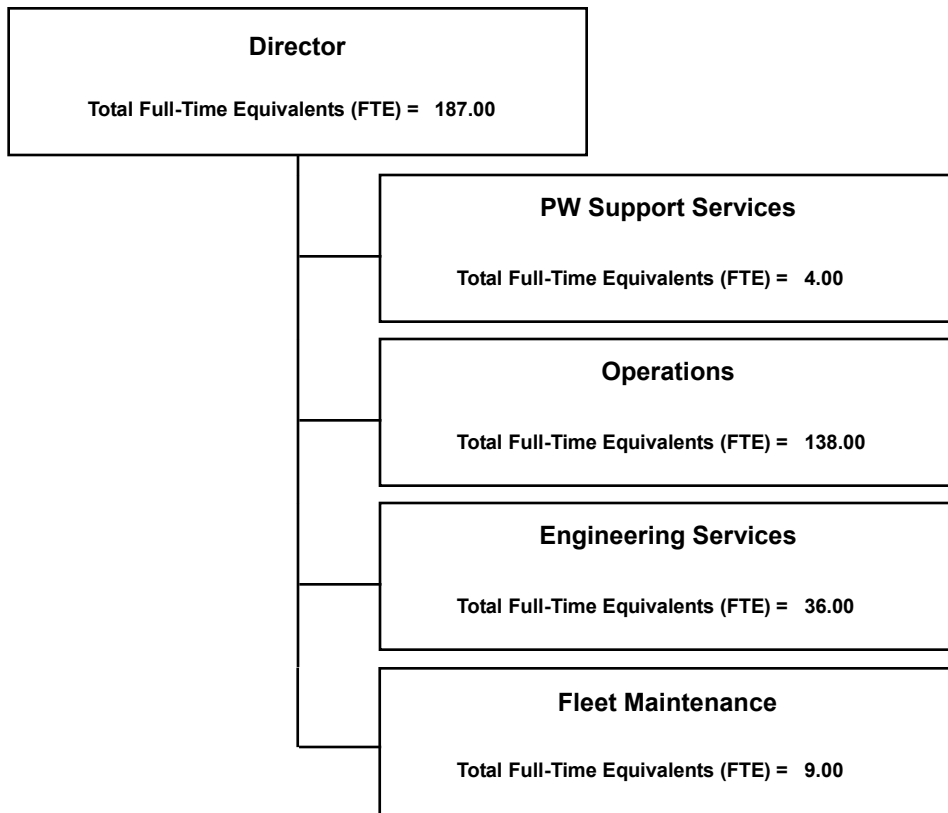
Leon County Fiscal Year 2020 **Adopted** Budget

Department of Public Works

| | |
|----------------------------|---------|
| Organizational Chart | 11 - 2 |
| Executive Summary | 11 - 3 |
| Public Works Business Plan | 11 - 4 |
| Public Works Summary | 11 - 7 |
| Support Services | 11 - 8 |
| Operations | 11 - 10 |
| Engineering Services | 11 - 23 |
| Fleet Maintenance | 11 - 27 |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Public Works



Leon County Fiscal Year 2020 **Adopted** Budget

Department of Public Works

Executive Summary

The Public Works section of the Leon County FY 2020 Annual Budget is comprised of Support Services, Operations, Engineering Services, and Fleet Management.

Support Services provides oversight, policy development, and coordination of departmental activities. The Operations Division, which consists of Transportation Maintenance, Right-of-Way, Stormwater, and Mosquito Control, manages programs that support transportation, roadside beautification, stormwater maintenance, and mosquito control. Engineering Services provides services for the construction and maintenance of transportation and stormwater-related infrastructure, implementation of water quality improvement projects, design of buildings and recreation facilities, and inspection/construction management. Fleet Management provides maintenance and repair of County-owned and operated vehicles.

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

HIGHLIGHTS

Support Services managed the removal and disposal of approximately 1,000,000 cubic yards of debris on both public and private roads following the aftermath of Hurricane Michael in October 2018. The Division ensured that proper documentation was maintained and provided for all FEMA reimbursable costs.

During FY 2019, Mosquito Control was awarded a \$60,000 Centers for Disease Control and Prevention Hurricane Relief Crisis grant to purchase a backup generator for the Public Works Truck Shed Complex. The generator will provide power for the complex in the event the County experiences lengthy power outages after a storm. In FY 2020, Operations will begin implementation of the L.I.F.E. Rural Road Safety Stabilization Program, which will assist low-income property owners in restoring unsafe private dirt roads. The Program is funded by a portion of the 2% of total annual sales tax extension dedicated to support the L.I.F.E. Program. During the April 24, 2018 Budget Workshop, the Board approved an allocation of \$175,000 for FY 2020 (and increasing to \$200,000 annually thereafter) for a total of almost \$1.0 million in L.I.F.E. funding over the five-year period to support the L.I.F.E. Rural Road Safety Stabilization Program.

Engineering Services is responsible for providing the public with professional services for the construction and maintenance of infrastructure to enhance our community's quality of life. The Division provides in-house design services for construction projects, performs design reviews, manages projects designed by consultants, inspects and performs quality control of new subdivision construction, and offers engineering support to other Leon County departments as needed. Additionally, Engineering provides water quality monitoring services at 73 sites throughout Leon County including all major water bodies. In FY 2019, 14.36 miles of County roads were resurfaced, and several major Capital Improvement Projects were completed including the Medical Examiner Office and Woodside Heights Septic to Sewer project. The Woodside Heights Septic to Sewer project eliminated 179 septic tanks in the Primary Springs Protection Zone. In July 2019, the Board adopted a Septic Systems Upgrade Program Policy that provides eligibility and implementation criteria to be used in the selection of areas in the Wakulla Springs Priority Focus Area to upgrade existing septic systems to advanced nitrogen-reducing systems in compliance with the Upper Wakulla River and Wakulla Springs Basin Management Action Plan. As approved in the multi-year fiscal plan, funding is allocated over the next two fiscal years (FY 2020 & FY 2021) to address flooding relief projects, including Raymond Tucker Road and the Maylor Road Accessibility Enhancement and Flood Mitigation project.

The Fleet Management Division is responsible for providing quality repairs and maintenance of vehicles and equipment for the Board of County Commissioners and all Constitutional Offices, excluding the Sheriff's Office. Fleet Management provides road and field service repairs on stationary equipment and disabled vehicles. As part of the ongoing green fleet Strategic Initiative efforts, the Fleet Division has replaced 48 fleet vehicles and equipment with alternative fuel replacements.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|--|---|---|
| Department of Public Works Business Plan | | |
| Mission Statement | <p>The mission of the Leon County Department of Public Works is to provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, and vehicle fleet throughout Leon County that enhance its livability, environment and economic vitality.</p> | |
| Strategic Priorities | <p>Environment</p> <ul style="list-style-type: none"> • EN1 – Protect the quality and supply of our water. • EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems. • EN3 – Promote orderly growth and sustainable practices. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q3 – Provide essential public safety infrastructure and services. • Q5 – Support strong neighborhoods. • Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. | |
| Strategic Initiatives October 1, 2017–September 30, 2021 | <ol style="list-style-type: none"> 1. Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (EN1, EN2) 2. Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (EN3) 3. Support the protection of Lake Talquin. (EN1) 4. In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program. (EN3) 5. Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: <ol style="list-style-type: none"> A.) Develop a septic tank replacement program. (EN1, EN2) B.) Evaluate requiring advanced wastewater treatment for new construction. (EN1, EN2) 6. Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (Q3) 7. Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (EN1, EN2, EN3) 8. Continue to work with the state to seek matching grants to convert septic to sewer systems. (EN1, EN2, EN3) 9. Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (Q5, Q6) 10. To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (EN1, EN2) 11. Ensure County’s water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County’s adopted strategic priority: to protect the quality and supply of our water. (EN1) 12. Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension) (Q5, Q6) | <p>Complete - Ongoing</p> <p>Complete</p> <p>Complete-Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete-Ongoing</p> <p>Complete</p> <p>Complete</p> <p>Complete-Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p> |

Leon County Fiscal Year 2020 **Adopted** Budget**Department of Public Works**

| | | | |
|---------|-----|---|-------------------------------|
| Actions | 1. | A). Complete the Belair/Annawood Springs Restoration Grant Project for Septic to Sewer Upgrade. B). Complete the Northeast Lake Munson Springs Restoration Grant Project for Septic to Sewer Upgrade. C). Coordinate with Florida Department of Environmental Protection on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. D). Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. E). Provide education on proper operation and maintenance of septic tanks and impacts to groundwater if not properly maintained. | Engineering |
| | 2. | A). Identified cost savings projects that Staff can perform internally to eliminate expenses associated with Closure Construction. B). Worked with DEP to modify Closure Construction requirements associated with the Geosynthetic Liner between the Cells D and Class Three south. C). Awarded bid for Phase I of the Landfill Closure Capital Improvement Project. D). Hauled 222,200 cubic yards of soil from F.A. Ash Borrow Pit to the Landfill Site E). Awarded Phase II of the Landfill Closure Capital Improvement Project. F). Held a Public Meeting to advise citizens of the expectations during the closure construction | Operations: Right-of-Way |
| | 3. | A). Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource. B). Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin. | Engineering |
| | 4. | The County and the City adoption of the revised Canopy Road management plan. | Operations: Right-of-Way |
| | 5. | A). Develop Septic Tank Replacement Program Policy for Board Approval, including a local grant program to upgrade replacement system to high nitrogen removing systems at no additional expense to property owner. B). Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction. | Engineering |
| | 6. | A). Board adopted Street Lighting Eligibility Criteria and Implementation Policy. Funding for street lighting contemplated in the Capital Improvement Plan budget. B). Status report on the installation of street lights on the proposed intersections. | Engineering |
| | 7. | A). Develop and implement the advanced septic tank technologies upgrade program for the Primary Spring Protection Zone Focus Area 1 of the Wakulla Springs BMAP. B). Installation of advanced wastewater treatment septic tanks as part of FDEP Pilot Project. | Engineering |
| | 8. | A). Received State Springs Restoration Grant funding for Woodville Sewer Design, Lake Munson and Belair/Annawood sewer system, and the Woodside Heights Wastewater Retrofit projects. B). Delineate areas of the Wakulla Springs BMAP Priority Focus Area 1 to request construction funds for central sanitary sewer from the Springs Restoration Grant Program. C). Annually update the Tentative Water Quality and Springs Restoration Implementation Plan. | Engineering |
| | 9. | A). Coordinated with Florida Department of Transportation to add street lights at intersections included in the Street Lighting Project List. B). Coordinated with Florida Department of Transportation to implement intersection improvements at Lafayette Street, Old Bainbridge, Knots Lane, Smith Creek, and North Monroe from Harriet Drive to Clara Kee Boulevard. C). Coordinate with Florida Department of Transportation to implement intersection improvements at Oak Ridge Road Wakulla Springs Road. D). Continue to explore grant opportunities for Florida Department of Transportation's Safe Routes to School grant funding to complete the Safe routes to School sidewalk list. | Engineering |
| | 10. | Develop and publish content for informational kiosks. | Engineering |
| | 11. | Develop a draft report on the County's current water quality and stormwater initiatives for Board approval. | Engineering |
| | 12. | A). Develop the Rural Road Safety Stabilization Program Policy. B). Implement the Rural Road Safety Stabilization Program | Engineering Transportation |

Leon County Fiscal Year 2020 **Adopted** Budget**Department of Public Works****Bold Goal:** Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (PSPZ). (BG2)

| | FY 2017 through FY 2021 | Total |
|----------------------|------------------------------|-------|
| Septic Tanks Removed | 802 In Progress ¹ | 802 |

Target: Plant 15,000 trees including 1,000 in canopy roads. (T5)

| | FY 2017 | FY 2018 | FY 2019 ² | FY 2020 | FY 2021 | Total |
|-------------------------------|---------|---------|----------------------|---------|---------|-------|
| Total Trees ³ | 585 | 713 | 750 | 1,160 | TBD | 3,208 |
| Canopy Road Area ⁴ | 18 | 73 | 270 | 500 | TBD | 861 |

Target: Ensure 100% of new County building construction, renovation and repair utilize sustainable design. (T6)

| | FY 2017 through FY 2021 | Total |
|----------------------|-------------------------|-------|
| % Sustainable Design | See Note #5 | 100% |

Target: Construct 30 miles of sidewalks, greenways and trails. (T8)

| | FY 2017 | FY 2018 | FY 2019 ² | FY 2020 | FY 2021 | Total |
|-----------------------------|---------|---------|----------------------|---------|---------|-------|
| Sidewalk Miles ⁶ | 1.1 | 3.8 | 3.6 | 4 | TBD | 12.4 |

Target: Construct 100 fire hydrants. (T10)

| | FY 2017 | FY 2018 | FY 2019 ² | FY 2020 | FY 2021 | Total |
|--|---------|---------|----------------------|---------|---------|-------|
| Fire Hydrants Constructed ⁷ | 15 | 17 | 35 | 20 | TBD | 87 |

Notes:

1. By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, over the next three years, approximately 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 septic tanks. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
2. The reporting for FY 2019 are estimates only. At the time this document was published, FY 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 budget.
3. This only reflects the number of trees planted by Public Works, including the trees planted through the Adopt-A-Tree Program. Other Departments, such as Parks & Recreation, also plant trees. The aggregate number of trees planted is reflected in the Reporting Results section of the 2017-2021 Strategic Plan.
4. To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long term management plan for the Canopy Roads including an active tree planting program. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
5. Staff seeks every opportunity to use sustainable design practices. Such work is required by the County's Professional Services Guidelines and the Facilities Design Guidelines, which are referenced in design consultant contracts. The specific measures taken vary widely due to the nature of each project; however, measures typically include items such as reducing the size of County buildings, energy conservation by utilizing advanced systems and materials, and conserving water with low volume fixtures. It is anticipated that by FY 2021, all County building projects will utilize sustainable design.
6. This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint 2000 also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
7. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates sufficient hydrants being installed per year to meet the target.

Bold Goals and Five-Year Targets

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 11,306,317 | 12,441,449 | 12,567,367 | - | 12,567,367 | 12,988,750 |
| Operating | 5,151,386 | 5,989,311 | 5,963,083 | 182,313 | 6,145,396 | 6,158,609 |
| Transportation | 821,643 | 684,990 | 664,976 | - | 664,976 | 664,976 |
| Capital Outlay | 3,048 | 9,880 | - | - | - | - |
| Total Budgetary Costs | 17,282,394 | 19,125,630 | 19,195,426 | 182,313 | 19,377,739 | 19,812,335 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| PW Support Services | 614,484 | 635,167 | 605,428 | - | 605,428 | 620,051 |
| Operations | 10,446,907 | 11,801,462 | 11,897,276 | 7,000 | 11,904,276 | 12,182,698 |
| Engineering Services | 3,432,312 | 3,970,872 | 3,976,392 | - | 3,976,392 | 4,089,137 |
| Fleet Management | 2,788,692 | 2,718,129 | 2,716,330 | 175,313 | 2,891,643 | 2,920,449 |
| Total Budget | 17,282,394 | 19,125,630 | 19,195,426 | 182,313 | 19,377,739 | 19,812,335 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| 106 Transportation Trust | 11,000,713 | 12,153,283 | 12,222,108 | 7,000 | 12,229,108 | 12,550,171 |
| 123 Stormwater Utility | 2,859,227 | 3,374,244 | 3,373,311 | - | 3,373,311 | 3,445,030 |
| 125 Grants | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| 505 Motor Pool | 2,788,692 | 2,718,129 | 2,716,330 | 175,313 | 2,891,643 | 2,920,449 |
| Total Revenues | 17,282,394 | 19,125,630 | 19,195,426 | 182,313 | 19,377,739 | 19,812,335 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Engineering Services | 35.00 | 36.00 | 36.00 | - | 36.00 | 36.00 |
| Fleet Management | 9.00 | 9.00 | 9.00 | - | 9.00 | 9.00 |
| Operations | 138.00 | 138.00 | 138.00 | - | 138.00 | 138.00 |
| PW Support Services | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Total Full-Time Equivalentents (FTE) | 186.00 | 187.00 | 187.00 | - | 187.00 | 187.00 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Operations | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Support Services (106-400-541)**

| | |
|----------------------------|--|
| Goal | The goal of the Department of Public Works Support Services is to effectively serve the residents of Leon County by planning, developing, and maintaining quality infrastructure. This is accomplished by delivering environmentally sensitive and cost-effective products and services in order to achieve a high quality of life that includes health and safety, human comfort, and convenience. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department. 2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects. 3. Coordinate Board meeting agenda items and other related correspondence. 4. Coordinate department travel requests and expense reports. 5. Provide quality control relative to approximately 187 employee's annual appraisals, in addition to quarterly purchasing card audits. 6. Provide records management for entire department. |
| Statutory Responsibilities | Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21 st Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025 |
| Advisory Board | Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint Technical Coordinating Committee; Development Review Committee |

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Support Services (106-400-541)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 467,199 | 482,706 | 450,241 | - | 450,241 | 464,858 |
| Operating | 147,285 | 152,461 | 155,187 | - | 155,187 | 155,193 |
| Total Budgetary Costs | 614,484 | 635,167 | 605,428 | - | 605,428 | 620,051 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 106 Transportation Trust | 614,484 | 635,167 | 605,428 | - | 605,428 | 620,051 |
| Total Revenues | 614,484 | 635,167 | 605,428 | - | 605,428 | 620,051 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Public Works | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Records Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Administrative Associate I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |

The major variances for the FY 2020 Support Services budget are as follows:

Increases to Program Funding:

1. Rental and leases increase of \$2,726 related to increase in copier costs.

Decreases to Program Funding:

1. Personnel costs decrease related to the retirement of one long time employee offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Operations Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 7,136,830 | 7,908,088 | 8,074,150 | - | 8,074,150 | 8,346,325 |
| Operating | 2,506,088 | 3,223,619 | 3,175,016 | 7,000 | 3,182,016 | 3,188,263 |
| Transportation | 801,238 | 669,755 | 648,110 | - | 648,110 | 648,110 |
| Capital Outlay | 2,750 | - | - | - | - | - |
| Total Budgetary Costs | 10,446,907 | 11,801,462 | 11,897,276 | 7,000 | 11,904,276 | 12,182,698 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Mosquito Control (001-216-562) | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| Mosquito Control Grant (125-214-562) | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| Right-Of-Way Management (106-432-541) | 2,525,205 | 2,965,534 | 2,972,786 | - | 2,972,786 | 3,060,503 |
| Stormwater Maintenance (123-433-538) | 2,859,227 | 3,374,244 | 3,373,311 | - | 3,373,311 | 3,445,030 |
| Transportation Maintenance (106-431-541) | 4,428,711 | 4,581,710 | 4,667,502 | 7,000 | 4,674,502 | 4,780,480 |
| Total Budget | 10,446,907 | 11,801,462 | 11,897,276 | 7,000 | 11,904,276 | 12,182,698 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| 106 Transportation Trust | 6,953,917 | 7,547,244 | 7,640,288 | 7,000 | 7,647,288 | 7,840,983 |
| 123 Stormwater Utility | 2,859,227 | 3,374,244 | 3,373,311 | - | 3,373,311 | 3,445,030 |
| 125 Grants | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| Total Revenues | 10,446,907 | 11,801,462 | 11,897,276 | 7,000 | 11,904,276 | 12,182,698 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Mosquito Control | 6.20 | 6.20 | 6.20 | - | 6.20 | 6.20 |
| Transportation Maintenance | 54.00 | 54.00 | 54.00 | - | 54.00 | 54.00 |
| Right-Of-Way Management | 35.00 | 35.00 | 35.00 | - | 35.00 | 35.00 |
| Stormwater Maintenance | 42.80 | 42.80 | 42.80 | - | 42.80 | 42.80 |
| Total Full-Time Equivalentents (FTE) | 138.00 | 138.00 | 138.00 | - | 138.00 | 138.00 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Mosquito Control | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Transportation Maintenance (106-431-541)**

| | |
|----------------------------|--|
| Goal | The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services. |
| Core Objectives | <ol style="list-style-type: none"> 1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors. 2. Provide pothole patching and major asphalt repairs. 3. Provide dirt road grading, stabilization, and ditch maintenance. 4. Provide street sign installation and repair. 5. Provide supervision of contract services for various activities on over 660 miles of County roadways. 6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program. 7. Provide bridge and guardrail maintenance. 8. Provide pavement marking installations. 9. Provide Open Grade Mix resurfacing. 10. Provide Open Grade Mix pothole patching and major repairs. 11. Respond to service requests from citizens and internal customers. 12. Provide major and minor roadway shoulder repair. 13. Provide maintenance, repairs and inventory of sidewalks. |
| Statutory Responsibilities | Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements" |
| Advisory Board | None |

| Benchmarking | | | |
|--------------|--|---|--|
| Priorities | Benchmark Data | Leon County FY 18 Actual Production MH/Unit | Benchmark (FDOT 4 Year Average Production) |
| Q2 | Pavement Symbols (Plastic) | 0.049 man hours/sq ft | 0.067 man hours/sq ft |
| Q2 | Plant Mix Patching (Manual) ¹ | 15.846 man hrs/ton | 13.826 man hours/ton |
| Q2 | Major Plant Mix Patching (Mechanical) ² | 4.631 man hrs/ton | 1.769 man hours/ton |
| Q2 | Signs (ground signs 30 sq. ft. or less) ³ | 0.397 man hrs/sign | 0.914 man hours/sign |

Source: Florida Department of Transportation 2019

1. Leon County's man hours per unit ratio were slightly higher in FY 2018 than that of FDOT due to inclement weather and equipment problems.
2. Leon County's man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT's typical large projects.
3. Leon County's man hours per unit production is less than FDOT due to the close proximity, density and size of Leon County signs compared to those of FDOT.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Transportation Maintenance (106-431-541)**

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q2 | Perform 600 tons/year of major asphalt repairs ¹ . | 779 | 682 | 600 | 600 |
| Q2 | Perform 400 tons/year asphalt/pothole patching ² . | 412 | 342 | 400 | 400 |
| Q2 | Install and repair 7,000 sign panels annually ³ . | 13,654 | 9,926 | 7,000 | 7,000 |
| Q2 | Wash and clean 9,000 sign panels annually ⁴ . | 7,206 | 11,259 | 9,000 | 9,000 |
| Q2 | Install and refurbish 90,000 sq. ft. of pavement markings and symbols with plastic ⁵ . | 79,202 | 67,038 | 90,000 | 90,000 |
| G1 | Respond to 90% of work orders within three weeks ⁶ . | 96% | 89% | 90% | 90% |
| Q2 | Grade County maintained dirt roads on an 18 day cycle ⁷ . | 14 Days | 14 Days | 18 Days | 18 Days |
| Q2 | Perform resurfacing on five miles of Open-Grade Mix roads annually ⁸ . | 6.0 | 8.74 | 5.00 | 5.00 |
| Q2 | Repair 130 miles/year of shoulders ⁹ . | 95.35 | 47 | 130 | 130 |

Notes:

- Major asphalt repairs increased in FY18 from 600 to 682 due to excessive root damage in Killearn Lakes.
- The Division used 342 tons of asphalt for pothole patching, short of the FY 2018 estimate of 400. This is due primarily to equipment downtime for repairs and inclement weather.
- The Division installed and repaired 9,926 sign panels in FY 2018, far exceeding the FY 2018 estimate of 7,000. This is due primarily to the number of outdated panels requiring replacement.
- The Division washed and cleaned 11,259 sign panels in FY 2018, far exceeding the FY 2018 estimate of 9,000. The increase is due primarily to the increase in rainy weather, which increased mold growth on sign panels.
- The Division installed and refurbished 67,038 square feet of pavement markings and symbols in FY 2018, short of the 90,000 square feet performance goal. The level of productivity was impacted by staff vacancies due to retirements.
- The Division responded to 89% of work orders within three weeks, just slightly below the performance goal of 90%. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
- In FY 2018, an additional eight miles of dirt road for Forest Road 301 was added to the grading cycle. As a result, the grading cycle has increased from 14 days to 18. The performance measure has been updated to reflect this change.
- The Division resurfaced 8.74 miles of Open-Grade Mix roads in FY 2018. The higher productivity in FY 2018 from FY 2017 was attributed to roads not being resurfaced in FY 2017 due to weather, including storm events, which resulted in these projects being completed during the first part of FY 2018.
- The Division repaired 47 miles of shoulders in FY 2018. The reduction in shoulder miles was due to the shoulder repair crew being diverted to construct the Chaires Community Park baseball field.

Leon County Fiscal Year 2020 Adopted Budget

Department of Department of Public Works

Operations - Transportation Maintenance (106-431-541)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 3,049,114 | 3,058,775 | 3,130,515 | - | 3,130,515 | 3,239,715 |
| Operating | 1,038,719 | 1,272,555 | 1,289,943 | 7,000 | 1,296,943 | 1,293,721 |
| Transportation | 340,878 | 250,380 | 247,044 | - | 247,044 | 247,044 |
| Total Budgetary Costs | <u>4,428,711</u> | <u>4,581,710</u> | <u>4,667,502</u> | <u>7,000</u> | <u>4,674,502</u> | <u>4,780,480</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 106 Transportation Trust | 4,428,711 | 4,581,710 | 4,667,502 | 7,000 | 4,674,502 | 4,780,480 |
| Total Revenues | <u>4,428,711</u> | <u>4,581,710</u> | <u>4,667,502</u> | <u>7,000</u> | <u>4,674,502</u> | <u>4,780,480</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Operations | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant Director of Operations | 1.00 | 1.00 | - | - | - | - |
| Transportation Superintendent | - | - | 1.00 | - | 1.00 | 1.00 |
| Work Control Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Maintenance & Construction Supervisor | 2.00 | 2.00 | - | - | - | - |
| Crew Chief II | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Traffic Sign Technician | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| In-Mate Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Traffic Services Supervisor | 1.00 | 1.00 | - | - | - | - |
| Traffic Sign Crew Chief | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Crew Chief Maintenance & Construction | - | - | 2.00 | - | 2.00 | 2.00 |
| Sr. Crew Chief Traffic Services | - | - | 1.00 | - | 1.00 | 1.00 |
| Equipment Operator | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crew Chief I | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Heavy Equipment Operator | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Service Worker | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Maintenance Technician | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Maintenance Repair Technician | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Sr. Administrative Associate I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crew Chief | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | <u>54.00</u> | <u>54.00</u> | <u>54.00</u> | <u>-</u> | <u>54.00</u> | <u>54.00</u> |

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Transportation Maintenance budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other contractual services increases in the amount of \$7,000 for security enhancements at the Public Works Complex to include the monitoring and maintenance of additional surveillance cameras.
3. Utility services in the amount of \$3,333 associated with annual operating costs for 11 new street lights, eight on North Monroe Street and three on Bannerman Road at Thomasville Road.
4. Operating supplies increase in the amount of \$5,213 associated with the replacement schedule of small equipment for the sign shop which are replaced every two years due to intensive use.
5. Fuel costs increase in the amount of \$3,215 related to the estimated consumption of diesel and unleaded fuel.
6. Increase of \$2,211 associated with higher vehicle insurance coverage costs.

Decreases to Program Funding:

1. Transportation costs in the amount of \$3,336 associated with estimated lower vehicle repair costs.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Right-Of-Way Management (106-432-541)**

| | |
|----------------------------|---|
| Goal | The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide roadside maintenance on over 660 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways. |
| Statutory Responsibilities | Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation" |
| Advisory Board | Canopy Roads Citizen Committee; Tree and Wildlife Committee |

| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
|---|--|----------------|----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| T5 | Strategic Target: Plant 15,000 trees between FY17 – FY21 ¹ | 361 | 363 | 600 | 950 |
| T5 | Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21 ² | 0 | 73 | 250 | 500 |

- Notes:
1. This only reflects the number of trees planted by the Operations Division. The Engineering and Parks & Recreation Divisions also plants trees.
 2. The County will continue to work with the Canopy Roads Committee to update the long term management plan for the Canopy Roads including an active tree planting program in support of planting 1,000 trees on canopy roads between FY 2018 and FY 2021. This only reflects the number of trees planted by the Operations Division. The Engineering Division also plants trees through planned construction projects on canopy roads.

| Benchmarking | | | |
|--------------|--------------------------------------|---------------------------------|--|
| Priorities | Benchmark Data | Leon County FY18 Actual MH/Unit | Benchmark (FDOT 4 Year Average Production) |
| Q2 | Roadside Litter Removal ¹ | 0.25 man hours/acre | 1.23 man hours/acre |
| Q2 | Right-of-Way Mowing ¹ | 0.44 man hours/acre | 0.78 man hours/acre |
| Q2 | Finish Cut Mowing ² | 5.03 man hours/acre | 2.72 man hours/acre |

Source: Florida Department of Transportation 2019

1. Man-hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and in closer proximity.
2. FDOT man-hours per unit is lower than Leon County's due to FDOT landscape areas being larger and more expansive than Leon County, which results in less FDOT time lost due to mobilization and travel.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Right-Of-Way Management (106-432-541)**

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q1, EN2 | Increase the number of Adopt-a-Road litter control groups by 2% over the prior year ¹ . | 0% | 7% | 2% | 2% |
| Q1, EN2 | Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles ² . | 24.5 | 29.02 | 19 | 19 |
| Q1, EN2 | Perform clear zone maintenance on 25 shoulder miles ³ . | 17 | 43 | 25 | 25 |
| Q1, EN2 | Pick up litter on 2,000 miles of roads annually ⁴ . | 1,579 | 1,982 | 2,000 | 2,000 |
| Q1, EN2 | Maintain 208.26 acres of landscaped area 9 times per year (Goal: 1,875 acres) ⁵ . | 964 | 991 | 1,875 | 1,875 |
| G2 | Respond to 90% of work orders within three weeks ⁶ . | 98% | 99% | 90% | 90% |
| Q1, EN2 | Mow 519 miles, five times during the mowing season (Goal: 2,595 miles) ⁷ . | 2,834 | 2,941 | 2,595 | 2,595 |

Notes:

1. The Division increased the number of Adopt-A-Road litter groups by 7% in FY 2018, exceeding the 2% performance goal. The Adopt-A-Road Program is 100% driven by public interest; therefore, participation levels vary from year to year.
2. The Division inspected and removed high risk wood from 29.02 miles of Canopy roads in FY 2018. The high number of large trees in the dead and critical condition classes from the 2017 Tree Inventory, as well as the damaged trees due to Hurricanes Hermine and Irma led, to an increase in the number of miles requiring maintenance.
3. The Division performed clear zone maintenance on 43 miles in FY 2018, a 152.9% increase compared to FY 2017. The higher level of productivity is due primarily to a change in the equipment used to complete this task. The performance measure has been conservatively increased as a result of this increased productivity.
4. The Division picked up litter on a total 1,982 miles in FY 2018, an increase of 26% over FY 2017. The increase is due primarily to adjustments that were made to the routes for pickup in order to increase efficiencies.
5. The Division maintained a total of 991 acres of landscaped area in FY 2018, short of the performance goal of 1,875. This is due primarily to the length of time to fill vacancies due to a tight labor market.
6. The Division responded to 99% of work orders within three weeks. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
7. The Division exceeded the FY 2018 estimate, mowing a total of 2,941 miles in FY 2018.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Operations - Right-Of-Way Management (106-432-541)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,696,779 | 1,937,539 | 1,999,554 | - | 1,999,554 | 2,072,156 |
| Operating | 621,369 | 874,155 | 821,990 | - | 821,990 | 837,105 |
| Transportation | 207,057 | 153,840 | 151,242 | - | 151,242 | 151,242 |
| Total Budgetary Costs | 2,525,205 | 2,965,534 | 2,972,786 | - | 2,972,786 | 3,060,503 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 106 Transportation Trust | 2,525,205 | 2,965,534 | 2,972,786 | - | 2,972,786 | 3,060,503 |
| Total Revenues | 2,525,205 | 2,965,534 | 2,972,786 | - | 2,972,786 | 3,060,503 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| R-O-W Management Superintendent | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| In-Mate Supervisor | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Sr. Crew Chief R-O-W Management | - | - | 2.00 | - | 2.00 | 2.00 |
| R-O-W Management Supervisor | 2.00 | 2.00 | - | - | - | - |
| Equipment Operator | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crew Chief I | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Heavy Equipment Operator | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Service Worker | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Maintenance Technician | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| Crew Chief | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Work Program Crew Chief | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | 35.00 | 35.00 | 35.00 | - | 35.00 | 35.00 |

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Right of Way Management budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Vehicle coverage costs in the amount of \$4,481 associated with higher vehicle insurance coverage costs.
3. Fuel costs increase in the amount of \$2,670 related to the estimated consumption of diesel and unleaded fuel.

Decreases to Program Funding:

1. Other contractual services decrease in costs associated with paying the City of Tallahassee for the maintenance of Capital Circle NW and SE.
2. Transportation costs in the amount of \$2,598 associated with estimated lower vehicle repair costs.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Stormwater Maintenance (123-433-538)**

| | |
|-----------------------------------|--|
| Goal | The goal of the Public Works, Division of Operations Stormwater Maintenance Program is to provide for the safety, comfort and convenience of the public by creating, maintaining and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. |
| Core Objectives | <ol style="list-style-type: none"> 1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control. 2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff. 3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor). 4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion. 5. Respond to service requests from citizens and internal customers. 6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls). 7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances. 8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater. 9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility. 10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits. 11. Maintain vegetation in all County maintained stormwater facilities. |
| Statutory Responsibilities | Comprehensive Plan: Section II - Transportation; Section III - Utilities; Section IX - Capital Improvements; Federal Non-Point Discharge Elimination System (NPDES) regulations set forth in Section 40 CFR 122.26; State Water Policy: Florida Administrative Code Chapter 62; Rule 62-40.432(2)(c), FAC; Leon County Code of Ordinances, Chapter 10, Article VII, City of Tallahassee Land Development Code, Chapter 5, Section 5-57 |
| Advisory Board | None |

| Benchmarking | | | |
|---------------------|--|---|---|
| Priorities | Benchmark Data | Leon County FY18 Actual Production MH/Unit | Benchmark (FDOT 4 Year Average Production) |
| Q2,EN1 | Cleaning of Drainage Pipes (Mechanical) ¹ | 0.149 man hrs./linear ft. | 0.120 man hrs./linear ft. |
| Q2,EN1 | Cleaning and Reshaping Roadside Ditches ¹ | 0.105 man hrs./linear ft. | 0.091 man hrs./linear ft. |

Source: Florida Department of Transportation 2019

1. Leon County man-hour production is slightly higher than FDOT due to FDOT having longer runs of enclosed conveyances and longer runs of roadside ditches resulting in higher production per project.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations - Stormwater Maintenance (123-433-538)**

| Performance Measures | | | | | |
|----------------------|--|--------------------|--------------------|---------------------|---------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G1 | Complete 90% of work order requests, excluding major construction projects, within six weeks ¹ . | 75% | 73% | 90% | 90% |
| Q2,EN1 | Clean and reshape 225,000 feet/year of roadside ditches annually ² . | 97,187 | 124,073 | 225,000 | 225,000 |
| Q2,EN1 | Clean 9,500 feet of drainage pipes annually (Mechanical) ³ . | 8,640 | 9,113 | 9,500 | 9,500 |
| Q2,EN1 | Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements ⁴ . | 97% | 98% | 90% | 90% |
| Q2,EN1 | Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually ⁵ . | 11% | 25% | 25% | 25% |

Notes:

- In FY 2018, the Division completed 73% of work order requests within six weeks, short of the 90% performance goals. This is due in part to staff vacancies; however, response time to work orders varies annually due to various factors such as weather and the number of service requests received.
- The Division cleaned and reshaped 124,073 feet of roadside ditches in FY 2018, an increase over FY17. As indicated in #1 above, weather, including Hurricane Irma clean up, in addition to staffing vacancies prevented the Division from meeting this performance goal.
- The Division cleaned 9,113 feet of drainage pipes in FY 2018, 96% of the performance estimate.
- The Division achieved 98% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements, exceeding the 90% performance goal. The use of contract mowing attributed to the increase in productivity.
- The Division met its goal of 25% of County non-permitted conveyance systems mowed in FY 2018.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 1,941,097 | 2,383,265 | 2,416,934 | - | 2,416,934 | 2,494,352 |
| Operating | 696,775 | 751,079 | 733,225 | - | 733,225 | 727,526 |
| Transportation | 221,355 | 239,900 | 223,152 | - | 223,152 | 223,152 |
| Total Budgetary Costs | <u>2,859,227</u> | <u>3,374,244</u> | <u>3,373,311</u> | <u>-</u> | <u>3,373,311</u> | <u>3,445,030</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 123 Stormwater Utility | 2,859,227 | 3,374,244 | 3,373,311 | - | 3,373,311 | 3,445,030 |
| Total Revenues | <u>2,859,227</u> | <u>3,374,244</u> | <u>3,373,311</u> | <u>-</u> | <u>3,373,311</u> | <u>3,445,030</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Stormwater Superintendent | 0.80 | 0.80 | 0.80 | - | 0.80 | 0.80 |
| Work Control Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Maintenance & Construction Supervisor | 2.00 | 2.00 | - | - | - | - |
| Crew Chief II | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| In-Mate Supervisor | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Sr. Crew Chief Maintenance & Construction | - | - | 2.00 | - | 2.00 | 2.00 |
| Equipment Operator | 12.00 | 9.00 | 10.00 | - | 10.00 | 10.00 |
| Crew Chief I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Heavy Equipment Operator | 1.00 | 4.00 | 3.00 | - | 3.00 | 3.00 |
| Maintenance Technician | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Administrative Associate III | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | <u>42.80</u> | <u>42.80</u> | <u>42.80</u> | <u>-</u> | <u>42.80</u> | <u>42.80</u> |

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Stormwater Maintenance budget are as follows:

Increases to Program Funding:

1. Increase in personnel due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other contractual services increase in the amount of \$5,884 associated with an annual street sweeping contract.

Decreases to Program Funding:

1. Decrease in other current charges and obligations in the amount of \$17,854 associated with the renewal cycle for general maintenance and stormwater operating permits which are done on a three-year cycle.
2. Transportation costs in the amount of \$16,748 associated with estimated lower vehicle repair costs.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Operations – Mosquito Control (001-216-562/125-214-562)**

| | |
|----------------------------|--|
| Goal | The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations. |
| Core Objectives | <ol style="list-style-type: none"> 1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes. 2. Provide hand-fogging service to control daytime mosquitoes which cannot be controlled using night time truck spraying. 3. Provide inspections of citizens' properties, provide educational literature, and make practical recommendations to the residents. 4. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish. 5. Provide outreach through the Community Education program by conducting educational presentations to schools, civic organizations, homeowner associations, or other groups interested in learning more about mosquitoes and mosquito control. 6. Inspect wetlands, ponds, ditches, or other areas that may harbor larval mosquitoes and treat small and medium-sized areas immediately with appropriate control materials. For larger areas, an aerial application is scheduled. 7. Conduct aerial larviciding in cooperation with the Leon County Sheriff's Office Aviation Unit. The Division provides the application and navigation equipment, control materials, and support staff. The Leon County Sheriff's Office provides the helicopter, pilot, and aviation support services. 8. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts. 9. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing. 10. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division. |
| Statutory Responsibilities | Florida Statutes, Chapter 388 and Florida Administrative Code, Chapter 5E-13; Generic Permit, DEP Document 62-621.300(8)(e), Florida Administrative Code (F.A.C.) |
| Advisory Board | None |

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q2, G1 | 75% of mosquito larva requests responded to in three days ¹ . | 82% | 68% | 75% | 75% |
| Q2, G1 | 75% of adult mosquito spraying requests responded to in three days ² . | 45% | 77% | 75% | 75% |
| Q2, G1 | 75% of domestic mosquito requests responded to in three days ³ . | 55% | 46% | 75% | 75% |

Notes:

1. In FY 2018, the Division responded to 68% of mosquito larva requests in three days, short of the 75% performance goal. This is due primarily to the volume of requests.
2. In FY 2018, the Division responded to 77% of adult mosquito spraying requests within three days, exceeding the 75% performance goal. This is due to the Division being fully staffed with nighttime OPS personnel.
3. The Division did not meet this performance measure in FY 2018 due to the volume of requests and inclement weather.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Operations - Mosquito Control (001-216-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 449,840 | 528,509 | 527,147 | - | 527,147 | 540,102 |
| Operating | 147,397 | 293,362 | 297,390 | - | 297,390 | 297,443 |
| Transportation | 31,947 | 25,635 | 26,672 | - | 26,672 | 26,672 |
| Total Budgetary Costs | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| Total Revenues | 629,184 | 847,506 | 851,209 | - | 851,209 | 864,217 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Stormwater Superintendent | 0.20 | 0.20 | 0.20 | - | 0.20 | 0.20 |
| Mosquito Control Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Mosquito Control Technician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Crew Chief II | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Associate III | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 6.20 | 6.20 | 6.20 | - | 6.20 | 6.20 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Mosquito Control Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 Mosquito Control budget are as follows:

Increases to Program Funding:

1. Fuel costs increase in the amount of \$4,028 related to the estimated consumption of diesel and unleaded fuel.
2. Transportation costs in the amount of \$1,037 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Decrease in personnel services due to decrease in the number of OPS positions receiving retirement benefits offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Operations - Mosquito Control Grant (125-214-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 1,828 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| Capital Outlay | 2,750 | - | - | - | - | - |
| Total Budgetary Costs | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |
| Total Revenues | 4,578 | 32,468 | 32,468 | - | 32,468 | 32,468 |

The FY 2020 Mosquito Control Grant budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Engineering Services (106-414-541)**

| | |
|-----------------|--|
| Goal | The goal of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life. |
| Core Objectives | <ol style="list-style-type: none"> 1. In-house design using County staff and resources to design projects for construction, either for Capital Improvement Projects or for smaller identified projects; engineering support for activities such as maintenance of existing facilities and repairs or construction of infrastructure for the Operations Division, Fleet Management Division, Solid Waste Management Division, Office of Resource Stewardship, and Office of Public Safety. Also, evaluates, performs design reviews, manages, inspects, and performs quality control of new subdivision construction and other projects creating infrastructure for County ownership and maintenance. Also, processes subdivision plats for recording in the public records, reviewing with developers and their consultants, as well as preparing agendas to present plat and associated agreements to the Board. 2. Representation of the County at meetings of County interests, such as utility coordination, construction coordination, sidewalk and pedestrian infrastructure coordination. Also, responsible for Interagency Coordination including: representing Leon County's Stormwater interests with Blueprint Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory & Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions. 3. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and, assists with the new County-owned property inventory list. 4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla Springs BMAP. 5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas. 6. Provides support to the Development Review Division of Development Support & Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommendations of plan modifications to comply with maintenance requirements, ensurance of traffic safety and pedestrian accessibility, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans. 7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, improve roadway levels of services, and enhance pedestrian safety. Prepares grant applications to support capital projects, and provides technical assistance to design staff regarding wetland and water resource protection/restoration, public outreach and coordination. 8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, striping, warning or advisory sign placement or safety markings and administering the traffic calming program. 9. Manages the Fire Hydrant Installation Program. 10. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing. 11. Develops and manages Capital Improvement Projects for County owned facilities and facilities utilized by the Constitutional Offices. 12. Provides professional assistance to Facilities Maintenance with in-house force or consultants. |

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Engineering Services (106-414-541)**

| | |
|-----------------------------------|--|
| Statutory Responsibilities | Florida Statutes, Chapter 316 "State Uniform Traffic Control", Chapter 336 "County Road System", Chapter 337 "Contracting, Acquisition and Disposal of Property", Chapter 472 "Land Surveying", Chapter 177 "Land Boundaries" ; Leon County Code of Laws, Chapter 10 "Land Development Code", Chapter 13 "Parks and Recreation", Chapter 16 "Streets, Roads, and Public Ways", Chapter 18 "Utilities", Chapter 341 "Public Transit", Chapter 373 "Water Resources", Chapter 471 "Engineering"; Leon County Code of Laws, Chapter 14 "Drainage", Federal Statutes 1972 "Federal Water Pollution Control Act (NPDES: 40 CFR, parts 9, 122, 123,124)", Florida Constitution Article 12(9)(c)(5), Florida Statute 206.47(7), Florida Statute 206.875, Florida Statute 206.60, Florida Statute 336.021, Florida Statute 336.025, Policy 2.2.6 of the Conservation Element of the Comprehensive Plan, Federal Statute 33 U.S.C. Section 1342(p) and Florida Statute Section 403.0885 |
| Advisory Board | Blueprint Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee, Capital Region Transportation Planning Agency, Transportation Alternatives subcommittee |

| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
|---|---|-----------------|----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| BG2 | Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone between FY17-FY21 ¹ . | 802 In Progress | | | |
| T5 | Plant 15,000 trees between FY17-FY21 ² . | 224 | 350 | 150 | 210 |
| T5 | Plant 1,000 trees in Canopy Roads between FY17-FY 21. ² | 18 | 0 | 20 | 0 |
| T6 | Ensure 100% of new County building construction, renovation and repair utilize sustainable design. | See Note #3 | | | |
| T8 | Construct 30 miles of sidewalks, greenways and trails between FY17-FY21 ⁴ . | 1.1 | 3.8 | 3.6 | 4 |
| T10 | Construct 100 fire hydrants between FY17-FY21 ⁵ . | 15 | 17 | 25 | 20 |

Notes:

- By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in-progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, over the next three years, approximately 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 septic tanks. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
- This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations division and other Departments also plant trees every year.
- Staff seeks every opportunity to use sustainable design practices. Such work is required by the County's Professional Services Guidelines and the Facilities Design Guidelines, which are referenced in design consultant contracts. The specific measures taken vary widely due to the nature of each project; however, measures typically include items such as reducing the size of County buildings, energy conservation by utilizing advanced systems and materials, and conserving water with low volume fixtures. It is anticipated that by FY 2021, all County building projects will utilize sustainable design.
- This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint 2000 also construct sidewalks, greenways, and trails. Public Works contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
- Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates enough hydrants being installed per year to meet the target.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Engineering Services (106-414-541)**

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G1 | Manage staff so that not less than 35% of staff time is spent on Capital Improvement Project activities. | 33% | 32% | 35% | 35% |
| EN2, Q2 | Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards. | 100% | 100% | 100% | 100% |
| G1 | Maintain subdivision plat review time by Engineering Services to an average of 6 days or less after receipt of complete submittals. | 5 | 5 | 5 | 5 |
| G1 | Maintain number of Leon County water bodies sampled annually. | 42 | 41 | 41 | 41 |

Notes:

1. As a result of the of the County adding an engineering position in FY 2017 to manage citizen requests, which were previously handled by multiple engineers and pulled resources away from capital projects, the department consistently exceeded the prior performance goal of 30% of staff time being spent on Capital Improvement Project activities. The goal has been revised to 35%.
2. The department met 100% of its goal to review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.
3. The department met the performance goal with an average of five days review time for subdivision plats.
4. The department sampled 41 of 42 Leon County water bodies in FY 2018. The department sought permission from the private property owners to sample Lake McBride, however permission was not granted.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Engineering Services (106-414-541)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 3,154,652 | 3,433,765 | 3,450,200 | - | 3,450,200 | 3,562,866 |
| Operating | 264,781 | 515,142 | 512,813 | - | 512,813 | 512,892 |
| Transportation | 12,879 | 12,085 | 13,379 | - | 13,379 | 13,379 |
| Capital Outlay | - | 9,880 | - | - | - | - |
| Total Budgetary Costs | <u>3,432,312</u> | <u>3,970,872</u> | <u>3,976,392</u> | <u>-</u> | <u>3,976,392</u> | <u>4,089,137</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 106 Transportation Trust | 3,432,312 | 3,970,872 | 3,976,392 | - | 3,976,392 | 4,089,137 |
| Total Revenues | <u>3,432,312</u> | <u>3,970,872</u> | <u>3,976,392</u> | <u>-</u> | <u>3,976,392</u> | <u>4,089,137</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Engineering Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Water Resource Scientist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Construction Manager II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief of Engineering Coordination | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief of Building Engineering | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief of Engineering Design | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Stormwater Management Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Customer Support Engineer | 3.00 | 3.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Design Engineer | 1.00 | 1.00 | 3.00 | - | 3.00 | 3.00 |
| Chief of Construction Management | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| County Surveyor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| CAD Technician | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Design Analyst | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Survey Technician II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Construction Inspector | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Planner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Engineer Intern | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Engineering Design Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Water Resource Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Water Quality Engineer | - | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Survey Technician I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Water Resource Limnologist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Project Engineer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Survey Party Chief | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Construction Inspector | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Associate VI | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V Construction | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Inspection Aide | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | <u>35.00</u> | <u>36.00</u> | <u>36.00</u> | <u>-</u> | <u>36.00</u> | <u>36.00</u> |

The major variances for the FY 2020 Engineering Services budget are as follows:

Increases to Program Funding:

- Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
- Transportation costs in the amount of \$1,294 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

- Decrease in machinery and equipment associated with the one-time capital outlay incurred with new equipment budgeted for a new Water Quality Engineer position added in FY 2019.

Leon County Fiscal Year 2020 **Adopted** Budget**Department of** Public Works**Fleet Maintenance (505-425-591)**

| | |
|----------------------------|--|
| Goal | The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Repair and maintain more than 728 vehicles and equipment for the Board and the Health Department. Additionally, repair and maintenance is provided on 30 vehicles owned by the Constitutional Officers excluding the Sheriff's Department. 2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment. 3. Procure parts and supplies needed for repairs. 4. Provide road and field service repairs on stationary equipment and disabled vehicles. 5. Repair and maintain computerized Mosquito Control fogging units. 6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage. 7. Procure, store and distribute more than 550,000 gallons of fuel and more than 4,500 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles. 8. Provide total in house management of fuel reporting system. 9. Coordinate collision repairs as well as vandalism, theft and wrecker service. 10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy. 11. Implement and maintain total cost concept buying on heavy equipment. 12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances. |
| Statutory Responsibilities | <p>Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters"</p> <p>F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty"</p> <p>F.S. Chapter 316.2937 "Motor Vehicle Emission Standards"</p> <p>F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements"</p> <p>F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management"</p> <p>Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"</p> |
| Advisory Board | None |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|------------|---|-------------|-------------------------|
| G1 | Hourly Shop Rate | \$80.00 | \$120.00 ¹ |
| G1 | Mechanic productivity (based on 2,080 hours annually) | 75% | 66% to 72% ² |

Benchmark Sources:

1. Based on March 2019 survey of Local Vendor Hourly Labor Cost: Tallahassee Lincoln Ford \$110; Beard Equipment \$110; Ring Power \$113; Dale Earnhardt Chevrolet \$130; Dale Earnhardt GMC \$130, and Rev/Hallmark \$110
2. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2019.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|---|-----------------|-----------------|------------------|------------------|
| G1 | Number of chargeable hours. | 5,283 | 5,350 | 6,700 | 7,000 |
| G1 | Number of preventative maintenance services performed. | 988 | 1,028 | 1,000 | 1,100 |
| EN4 | Number of alternative fuel vehicles purchased. ¹ | 4 | 1 | 2 | 2 |
| EN4 | Number of average miles per gallon for hybrid vehicles. | 28.81 | 21.11 | 29.1 | 27 |

1. The Division purchased one alternative fuel vehicle in FY 2018, short of the performance goal of two vehicles. Extended delivery timeframes did not allow the second vehicle to be purchased in FY 2018.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Fleet Maintenance (505-425-591)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 547,636 | 616,890 | 592,776 | - | 592,776 | 614,701 |
| Operating | 2,233,231 | 2,098,089 | 2,120,067 | 175,313 | 2,295,380 | 2,302,261 |
| Transportation | 7,527 | 3,150 | 3,487 | - | 3,487 | 3,487 |
| Capital Outlay | 298 | - | - | - | - | - |
| Total Budgetary Costs | <u>2,788,692</u> | <u>2,718,129</u> | <u>2,716,330</u> | <u>175,313</u> | <u>2,891,643</u> | <u>2,920,449</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 505 Motor Pool | 2,788,692 | 2,718,129 | 2,716,330 | 175,313 | 2,891,643 | 2,920,449 |
| Total Revenues | <u>2,788,692</u> | <u>2,718,129</u> | <u>2,716,330</u> | <u>175,313</u> | <u>2,891,643</u> | <u>2,920,449</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Fleet Management | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Shop Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Equipment Mechanic | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Equipment Mechanic | 3.00 | 3.00 | 4.00 | - | 4.00 | 4.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate III | - | - | 1.00 | - | 1.00 | 1.00 |
| Fleet Analyst | 1.00 | 1.00 | - | - | - | - |
| Total Full-Time Equivalents (FTE) | <u>9.00</u> | <u>9.00</u> | <u>9.00</u> | <u>-</u> | <u>9.00</u> | <u>9.00</u> |

The major variances for the FY 2020 Fleet Management budget are as follows:

Increases to Program Funding:

1. Operating supplies increase of \$125,909 associated with the increase fuel consumption estimate for off road diesel usage over the FY19 estimate.
2. Contractual Services increase of \$49,404 associated with installation of GPS monitoring in County vehicles.

Decreases to Program Funding:

1. Personnel services costs decrease related to the retirement of one long time employee and the transfer of an Administrative Associate III position from another division, resulting in the elimination of the vacant Fleet Analyst position. Decreases are offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

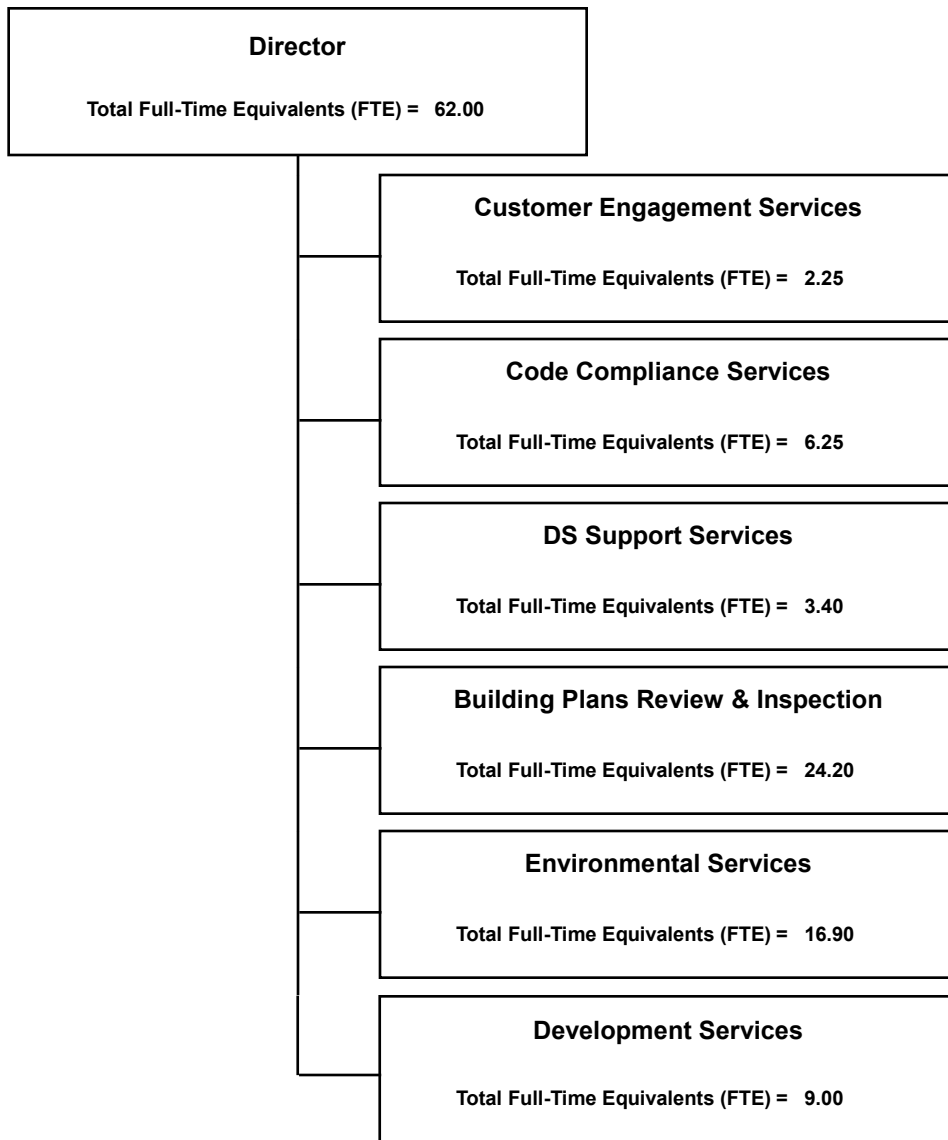
Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

| | |
|--|---------|
| Organizational Chart | 12 - 2 |
| Executive Summary | 12 - 3 |
| Business Plan | 12 - 4 |
| Department of Development Support & Environmental Management Summary | 12 - 6 |
| Customer Engagement Services | 12 - 7 |
| Code Compliance Services | 12 - 9 |
| Support Services | 12 - 12 |
| Building Plans Review and Inspection | 12 - 14 |
| Environmental Services | 12 - 18 |
| DEP Storage Tank | 12 - 22 |
| Development Services | 12 - 24 |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management



Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support and Environmental Management (DSEM)

Executive Summary

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2020 Annual Budget is comprised of Code Compliance Services, Customer Engagement Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Storage Tank Program.

Code Compliance Services coordinates and administers contractor licensing, code compliance, address assignment and street naming, and citizen review board services. Customer Engagement Services facilitates process improvements to assist customers through the development review and approval process and reflects the updated service model set forth in the new customer value proposition for DSEM. Building Plans Review & Inspection ensures compliance using the Florida Building Code for building permit application review and inspections. Development Services ensures land development proposals are approved consistent with adopted standards and regulations. Environmental Services provides technical and scientific permitting and review services and disseminates environmental information to the public. The Department's Storage Tank program implements the FDEP Storage Tank Contract.

On January 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, DSEM's Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Development Services:

The Development Services Division is coordinating with the Office of Sustainability to amend the Land Development Code to provide specific standards for solar energy systems and to provide an expedited permitting process in an effort to promote alternative and renewable energy sources. The Division has been working with the Tallahassee/Leon County Planning Department to identify land use categories and zoning districts that would be more appropriate for existing and proposed mining activities in the unincorporated area. Development Services has been coordinating with City Growth Management on amendments to the Southwood Development of Regional Impact. The Division continues to provide exceptional customer service while processing 185 Permitted Use Verifications and Residential Compliance Certificates, 73 exempt development applications, 64 site and development plans, 985 zoning compliance determinations for residential developments, 49 concurrency certificates and 3 amendments to the Land Development Code.

Customer Engagement Services:

Customer Engagement Services continues improvements to the permit intake process, including the implementation of an updated (and streamlined) building permit application. During the past year, the Division processed 5,314 building permit and 104 environmental permit applications, assisted nearly 9,000 walk-in customers, and staffed 5 meetings of the Advisory Committee for Quality Growth.

Environmental Services:

The Environmental Services Division continued a seamless transition of driveway permitting functions transferred from Public Works and has transitioned public subdivision inspection responsibilities to Public Works. The Division is coordinating with the Science Advisory Committee to develop recommendations for improving water quality of Lake Munson and protection of the community's natural features. The Division has reviewed and approved 71 Natural Features Inventories, 136 site plans, 36 stormwater management facility (SWMF) operating permits, 1254 single-family environmental permits, 248 SWMF operating permit renewals, 197 driveway applications, 199 permitted use verifications for environmental requirements and 104 environmental management permits. In addition, the Division also assisted 1,850 walk-in and telephone clients and performed more than 6,399 environmental inspections.

Building Plans Review and Inspection:

Building Plans Review and Inspection continues to use the Project Dox electronic plan review submittal program for all building permit applications, including single family homes, additions/alterations, swimming pools and commercial buildings. The Building Plans Review and Inspection Division worked with MIS to improve Accela workflows for the County's permitting and review processes. The Division has reviewed the applications and construction plans for 5,314 building permits that were issued during the past fiscal year. To ensure building safety within unincorporated Leon County, the Division performed 24,915 building, electrical, plumbing and mechanical inspections.

Code Compliance Services:

Code Compliance Services implemented the Board-approved Compliance Certification Letter Fee, which provides for recovery of costs associated with research and processing of open code violations, lien research requests, and the issuance of Compliance Certification Letters. Over the past year, the Division provided exceptional customer service by investigating 3,457 code compliance inquiries, responding to 35,585 telephone inquiries, assigned 1927 addresses, approving 31 street names and verified 5,086 contractors' licenses. Code Compliance Services provides staff to the County's Code Enforcement Board, Nuisance Abatement Board, Contractor's Licensing and Examination Board and the Joint Leon County and City of Tallahassee Addressing Steering Committee.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|--|--|---|
| Development Support & Environmental Management Business Plan | | |
| Mission Statement | The mission of the Leon County Department of Development Support & Environmental Management is to support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens, while building positive relationships through exceptional customer service. | |
| Strategic Priorities | <p>Environment</p> <ul style="list-style-type: none"> • EN1 – Protect the quality and supply of our water. • EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems. • EN3 – Promote orderly growth and sustainable practices. • EN4 – Reduce our carbon footprint. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q1 – Maintain and enhance our parks and recreational offerings and green spaces. • Q5 – Support strong neighborhoods. • Q6 – Promote livability, health, and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. <p>Governance</p> <ul style="list-style-type: none"> • G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. | |
| Strategic Initiatives October 1, 2017– December 31, 2021 | 1. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G2) | Complete - Ongoing |
| | 2. Pursue NACo's Sol Smart designation, in conjunction with the Office of Sustainability. (EN3, EN4) | In Progress |
| | 3. Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. | In Progress |
| Actions | 1. Finalize GIS interface including process improvements, report creation, and add permitting for wireless communication on utility poles cased on new ordinance. | Building Plans Review and Inspection /OIT |
| | 2. Draft solar ordinance (Sol Smart designation) | Development Services/Office of Sustainability |
| | 3. Report being developed on the County's current water quality and stormwater initiatives to be presented as an agenda item to the Board for approval. | Environmental Services/ Public Works |

Leon County Fiscal Year 2020 **Adopted** Budget

Development Support & Environmental Management

Five Year Targets and Bold Goals

Target: Reduce by at least 30% the average staff time it takes to approve a single-family building permit. (T13)

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 |
|------------------------------------|---------|---------|----------------------|---------|---------|
| % Staff Approval Time ² | 9% | 18% | 27% | 27% | TBD |

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 4,785,151 | 5,149,197 | 5,257,930 | 21,100 | 5,279,030 | 5,457,403 |
| Operating | 225,733 | 356,683 | 459,820 | - | 459,820 | 460,047 |
| Transportation | 17,642 | 24,460 | 26,930 | - | 26,930 | 26,930 |
| Total Budgetary Costs | <u>5,028,527</u> | <u>5,530,340</u> | <u>5,744,680</u> | <u>21,100</u> | <u>5,765,780</u> | <u>5,944,380</u> |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Customer Engagement Services | 141,822 | 204,700 | 212,075 | - | 212,075 | 219,596 |
| DS Support Services | 247,962 | 354,454 | 371,175 | 5,404 | 376,579 | 387,869 |
| Code Compliance Services | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Building Plans Review & Inspection | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Environmental Services | 1,633,847 | 1,739,569 | 1,807,833 | - | 1,807,833 | 1,864,081 |
| Development Services | 686,254 | 840,265 | 856,235 | 10,292 | 866,527 | 894,997 |
| Total Budget | <u>5,028,527</u> | <u>5,530,340</u> | <u>5,744,680</u> | <u>21,100</u> | <u>5,765,780</u> | <u>5,944,380</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 120 Building Inspection | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| 121 Development Support & Environmental Management Fund | 2,967,305 | 3,470,103 | 3,599,710 | 15,696 | 3,615,406 | 3,728,709 |
| 125 Grants | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Total Revenues | <u>5,028,527</u> | <u>5,530,340</u> | <u>5,744,680</u> | <u>21,100</u> | <u>5,765,780</u> | <u>5,944,380</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Building Plans Review & Inspection | 24.75 | 24.20 | 24.20 | - | 24.20 | 24.20 |
| Code Compliance Services | 5.00 | 6.25 | 6.25 | - | 6.25 | 6.25 |
| Customer Engagement Services | 3.75 | 2.25 | 2.25 | - | 2.25 | 2.25 |
| Development Services | 9.00 | 9.00 | 9.00 | - | 9.00 | 9.00 |
| DS Support Services | 2.50 | 3.40 | 3.40 | - | 3.40 | 3.40 |
| Environmental Services | 17.00 | 16.90 | 16.90 | - | 16.90 | 16.90 |
| Total Full-Time Equivalentents (FTE) | <u>62.00</u> | <u>62.00</u> | <u>62.00</u> | <u>-</u> | <u>62.00</u> | <u>62.00</u> |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Development Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-424-537)

| | |
|----------------------------|---|
| Goal | The Customer Engagement Services Division provides permit intake services for the Department of Development Support and Environmental Management. The Division serves as the initial point of contact for incoming permits, receiving, processing, and trouble-shooting permits prior to distribution to the appropriate divisions. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide an initial point of contact to customers for all matters regarding Development Support & Environmental Management, and Building Inspection. 2. Ensure building permit and environmental permit applications are quickly and accurately processed in accordance with the Leon County Land Development Code and the Florida Building Code. 3. Coordinate the issuance of building and environmental permits in a timely and efficient manner. 4. Provide assistance in the completion of building and environmental permit applications, which may include Certificate of Occupancy, Certificate of Completion and Notice of Commencement documents. 5. Collect all application review fee payments for the Department. 6. Provide staffing for the Advisory Committee on Quality Growth. |
| Statutory Responsibilities | Florida Statutes, Chapter 553, Building Construction Standards, Land Development Code Chapter 10, "Environmental Management Act" |
| Advisory Board | Advisory Committee on Quality Growth |

| Performance Measures | | | | | |
|----------------------|---|-----------------------------|--------------------|------------------|-------------------------------|
| Priorities | Performance Measures | FY 2017 Actual ¹ | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate ² |
| G2 | Number of walk-in customers | 10,069 | 8,940 ³ | 9,000 | 8,500 |
| G2 | Number of permits issued and processed | 5,381 | 5,314 | 6,500 | 5,150 |
| G2 | Total application review fees received (millions) | \$3.01 ⁴ | \$2.17 | \$2.45 | \$2.40 |

Notes:

1. FY 2017 actual figures have been adjusted based on updated information.
2. FY 2020 estimate assumes no hurricane related fee permit impacts and is based on current year-to-date activity and a return to normal permitting levels subsequent to the post-recession increases.
3. Increased use of DSEM's online permitting system has likely led to a decrease in walk-in submittals.
4. Total fees for FY2017 are higher than average due to a number of permits being applied for in FY 2016, but not issued with fees paid until FY 2017.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-426-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 137,242 | 203,120 | 210,415 | - | 210,415 | 217,936 |
| Operating | 4,580 | 1,580 | 1,660 | - | 1,660 | 1,660 |
| Total Budgetary Costs | 141,822 | 204,700 | 212,075 | - | 212,075 | 219,596 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Management Fund | 141,822 | 204,700 | 212,075 | - | 212,075 | 219,596 |
| Total Revenues | 141,822 | 204,700 | 212,075 | - | 212,075 | 219,596 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Chief Development Resources Officer | 0.25 | 0.75 | 0.75 | - | 0.75 | 0.75 |
| Addressing Customer Services Technician | 1.00 | - | - | - | - | - |
| Addressing Program Coordinator | 1.00 | - | - | - | - | - |
| Permit Processing Supervisor | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Permit Technician | 0.75 | 0.75 | 0.75 | - | 0.75 | 0.75 |
| Administrative Associate V | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 3.75 | 2.25 | 2.25 | - | 2.25 | 2.25 |

The major variances for the FY 2020 Customer Engagement Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Code Compliance Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 366,117 | 410,377 | 442,783 | - | 442,783 | 457,683 |
| Operating | 49,083 | 88,610 | 88,037 | - | 88,037 | 88,084 |
| Transportation | 643 | 2,615 | 2,812 | - | 2,812 | 2,812 |
| Total Budgetary Costs | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Code Compliance Services (121-423-537) | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Total Budget | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Management Fund | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Total Revenues | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Code Compliance Services | 5.00 | 6.25 | 6.25 | - | 6.25 | 6.25 |
| Total Full-Time Equivalents (FTE) | 5.00 | 6.25 | 6.25 | - | 6.25 | 6.25 |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Code Compliance Services (121-423-537)

| | |
|-----------------------------------|--|
| Goal | The goal of the Division of Code Compliance Services is to administer, centralize, coordinate and facilitate contractor licensing, code compliance, citizen review boards, and address assignment and street name approval services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide administrative support for the Code Enforcement Board; Contractor's Licensing and Examination Board; and Nuisance Abatement Board. 2. Coordinate Code processing through the Code Compliance Program. 3. Coordinate and promote Code compliance through educational efforts. 4. Provide an initial point of contact to customers for all matters regarding addressing and street naming. 5. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance, Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"), and Signs on the Right-of-Way Ordinance. 6. Coordinate activities for the Compliance Certification Letter to research and process open code violations and lien research requests. 7. Coordinate the streamlined Nuisance Abatement Process as outlined in Chapter 14 consistent with applicable Florida Law. |
| Statutory Responsibilities | Leon County Code of Laws Chapter 5 "Minimum Housing Code;" Chapter 10 "Land Development Code;" Chapter 11 "Refueling Assistance for Persons with Disabilities;" Chapter 12 Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"); Chapter 14 "Property Safety and Maintenance Code;" Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board" |
| Advisory Board | County's Contractor Licensing and Examination Board; Code Enforcement Board; Nuisance Abatement Board; Leon County/City of Tallahassee Addressing Steering Committee |

| Benchmarking | | | |
|--------------|---|-------------|------------|
| Priorities | Benchmark Data | Leon County | Benchmark* |
| Q6 | Code compliance cases brought into compliance as a % of open cases (687 cases) | 64% | 55.6% |
| Q6 | Code compliance cases brought into compliance as a % of all cases (1,068 total) | 81% | 73.1% |

*International City/County Management Association Comparable Performance Measurement

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q6 | Percentage of Code Enforcement Board orders prepared and executed within 10 working days | 96/100% | 103/100% | 95/100% | 95/100% |
| G2 | Number of telephone calls processed ¹ | 26,989 | 35,585 | 29,000 | 30,000 |
| G2 | Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code | 2,777 | 2,963 | 2,500 | 2,500 |

Notes:

1. The amount of telephone calls processed in FY2017 and FY2018 is reflective of an improved economy, which has caused an increased level of development activity and permitting. The marginal decrease in estimated telephone calls processed is reflective of anticipated increased use of Project Dox electronic submittals and permits issued via the County's automated processes.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Code Compliance Services - Code Compliance Services (121-423-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 366,117 | 410,377 | 442,783 | - | 442,783 | 457,683 |
| Operating | 49,083 | 88,610 | 88,037 | - | 88,037 | 88,084 |
| Transportation | 643 | 2,615 | 2,812 | - | 2,812 | 2,812 |
| Total Budgetary Costs | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Managment Fund | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Total Revenues | 415,844 | 501,602 | 533,632 | - | 533,632 | 548,579 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Code Compliance Supervisor | 0.75 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Permit & Code Services | 0.75 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Compliance Specialist | 2.25 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Addressing Customer Service Technician | - | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Compliance Board Coordinator | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Addressing Program Coordinator | - | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Administrative Associate III | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Administrative Associate IV | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 5.00 | 6.25 | 6.25 | - | 6.25 | 6.25 |

The major variances for the FY 2020 Code Compliance Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Operating costs reflect reduction in communications costs and repairs and maintenance costs associated with the alarm system.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

DS Support Services (121-424-537)

| | |
|----------------------------|---|
| Goal | The goal of the Division of Support Services is to provide the administrative direction and support necessary to enable the Department to serve the public, governmental entities, and the development and environmental communities by managing growth and protecting the natural environment through public information and assistance, development review and permitting activities, and other compliance related services consistent with all applicable County and State plans, regulations, and policies. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide department-wide direction, coordination, and support to divisions and programs. 2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports. 3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc. 4. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center's 2nd floor meeting room. 5. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records. 6. Provide staffing for DSEM related Board-appointed citizen's committees, including recording the proceedings, taking minutes, and maintaining files. 7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM site plan review and permitting-related documents. |
| Statutory Responsibilities | Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals. |
| Advisory Board | Board of Adjustment and Appeals; Development Review Committee; Advisory Committee for Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee. |

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

DS Support Services (121-424-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 233,525 | 328,479 | 345,120 | 5,404 | 350,524 | 361,814 |
| Operating | 14,437 | 25,975 | 26,055 | - | 26,055 | 26,055 |
| Total Budgetary Costs | 247,962 | 354,454 | 371,175 | 5,404 | 376,579 | 387,869 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Management Fund | 247,962 | 354,454 | 371,175 | 5,404 | 376,579 | 387,869 |
| Total Revenues | 247,962 | 354,454 | 371,175 | 5,404 | 376,579 | 387,869 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director Development Support Environmental Mgmt. | 0.75 | 0.90 | 0.90 | - | 0.90 | 0.90 |
| Records Manager | 0.25 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Operations Analyst | - | - | 0.50 | - | 0.50 | 0.50 |
| Administrative Associate V | 1.25 | 1.50 | 1.00 | - | 1.00 | 1.00 |
| Customer Experience Liaison | 0.25 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalentents (FTE) | 2.50 | 3.40 | 3.40 | - | 3.40 | 3.40 |

The major variances for the FY 2020 DS Support Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Administrative Associate V and the Customer Experience Liaison (PG 84) were re-classed to an Operations Analyst and a Customer Experience Liaison (PG 82). These re-classes allow for the establishment of the Operations Analyst position due to the necessity to maintain managerial oversight and the level of service anticipated by customers.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,817,448 | 1,779,307 | 1,751,144 | 5,404 | 1,756,548 | 1,816,610 |
| Operating | 73,924 | 97,103 | 198,311 | - | 198,311 | 198,373 |
| Transportation | 11,428 | 13,340 | 14,275 | - | 14,275 | 14,275 |
| Total Budgetary Costs | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Building Plans Review and Inspection (120-220-524) | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Total Budget | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 120 Building Inspection | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Total Revenues | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Building Plans Review and Inspection | 24.75 | 24.20 | 24.20 | - | 24.20 | 24.20 |
| Total Full-Time Equivalents (FTE) | 24.75 | 24.20 | 24.20 | - | 24.20 | 24.20 |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

| | |
|----------------------------|--|
| Goal | The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies and continuing staff development. |
| Core Objectives | <ol style="list-style-type: none"> 1. Review building plans and permit applications for all proposed new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, and the County's Floodplain Management Ordinance. 2. Review building foundation plans for all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements. 3. Inspection of all new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance. 4. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements. 5. Provide daily, on demand building plans review and inspection service advisor assistance to the public. 6. Provide staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board, and the Board of Adjustment and Appeals. 7. Division Director participates on the COOP Planning Team and serves as Facilities Manager. |
| Statutory Responsibilities | 101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.975; Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; Zoning Code - (LCCOL), Section 10-(836 - 837); Contractor Licensing; Swimming Pool Code; Florida/County Mobile Homes Installation - (LCCOL), Section 5-(166 - 175); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211 |
| Advisory Board | Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals |

Benchmarking

| Priorities | Permit Review & Time Frames ¹ | Single Family | | | Commercial | | |
|------------|--|-----------------|-----------|-------|-----------------|-----------|-------|
| | | Total Days | Applicant | Staff | Total Days | Applicant | Staff |
| G2 | 2017 Actual | 28 | 17 | 11 | 41 | 24 | 17 |
| G2 | 2018 Actual | 26 | 16 | 10 | 43 | 23 | 20 |
| G2 | 2019 Estimate | 26 ² | 16 | 10 | 43 ² | 23 | 20 |
| G2 | 2020 Estimate | 26 | 16 | 10 | 42 | 23 | 20 |

Notes:

1. Review items are based on calendar days and include both staff and applicant/consultant holding periods. Building, Environmental and septic permit applications are reviewed concurrently.
2. The FY 2019 time frame estimate reflects review times supplemented with the assistance of consulting review firms due to an increase in building permits as a result of several significant storm events and vacancies in Plans Reviewer positions.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
|---|---|----------------|----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| T13 | Reduce by at least 30% the average staff time it takes to approve a single family building permit. ¹ | 9% | 18% | 27% | 27% |

Notes:

- The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.

| Performance Measures | | | | | |
|----------------------|--|----------------|----------------|--------------------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimates ¹ | FY 2020 Estimates |
| G2 | Number of building inspections performed | 24,747 | 24,612 | 28,000 ² | 25,500 |
| G2 | Percentage of inspections completed on time | 100% | 100% | 100% | 100% |
| G2 | Percentage of permit requests completed within 30 days | 100% | 100% | 100% | 100% |
| G2 | Building inspections per day per inspector | 12 | 12 | 14 | 13 |
| G2 | Plan reviews per plans examiner per day | 10 | 7 | 9 ³ | 7 |

Notes:

- FY 2019 estimates based on actuals through first three months of fiscal year 2018. The increase in this figure compared to the FY18 actual is the result of estimating the actuals through the first five months of FY19.
- The increase in the FY19 estimate is based on permits submitted as a result of the storms from the past year; therefore, the estimates for FY20 will be back within the normal range.
- Plan review per plans examiner is based on working days.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 1,817,448 | 1,779,307 | 1,751,144 | 5,404 | 1,756,548 | 1,816,610 |
| Operating | 73,924 | 97,103 | 198,311 | - | 198,311 | 198,373 |
| Transportation | 11,428 | 13,340 | 14,275 | - | 14,275 | 14,275 |
| Total Budgetary Costs | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 120 Building Inspection | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Total Revenues | 1,902,799 | 1,889,750 | 1,963,730 | 5,404 | 1,969,134 | 2,029,258 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director Development Support Environmental Mgmt. | 0.25 | 0.10 | 0.10 | - | 0.10 | 0.10 |
| Director Building Plans Review & Inspection | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Building Plans Review Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief Development Resources Officer | 0.75 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Code Compliance Supervisor | 0.25 | - | - | - | - | - |
| Sr. Environmental Engineer | - | 0.10 | 0.10 | - | 0.10 | 0.10 |
| Plans Examiner | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Director of Permit & Code Services | 0.25 | - | - | - | - | - |
| Records Manager | 0.75 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Senior Compliance Specialist | 0.75 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Addressing Customer Service Technician | - | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Sr. Combination Inspector | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Combination Inspector | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Building Inspection Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Compliance Board Coordinator | 0.75 | 0.75 | 0.75 | - | 0.75 | 0.75 |
| Addressing Program Coordinator | - | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Records Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Permit Processing Supervisor | 0.75 | 0.75 | 0.75 | - | 0.75 | 0.75 |
| Operations Analyst | - | - | 0.50 | - | 0.50 | 0.50 |
| Permit Technician | 2.25 | 2.25 | 2.25 | - | 2.25 | 2.25 |
| Administrative Associate V | 1.25 | 2.00 | 1.50 | - | 1.50 | 1.50 |
| Administrative Associate III | 1.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Administrative Associate IV | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Customer Experience Liaison | 0.75 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 24.75 | 24.20 | 24.20 | - | 24.20 | 24.20 |

The major variances for the FY 2020 Building Plans Review and Inspection budget are as follows:

In order to remain competitive in the job market for qualified inspectors, the County is implementing a pay incentive plan for Building Plans Examiners and Building Inspectors based on the number and type of trade licenses obtained (3% per license).

Increases to Program Funding:

- Increase of \$1,208 associated with higher vehicle insurance coverage costs.
- Transportation costs in the amount of \$935 associated with estimated higher vehicle repair costs.
- During FY 2019, the Board approved \$100,000 for professional services to fund private building plans examiner service fees to ensure permitting time frames are met without having to hire additional personnel during peak permitting times.

Decreases to Program Funding:

- Decrease in personnel services due to costs associated with the retirement of one long term employee offset by the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Administrative Associate V and the Customer Experience Liaison (PG 84) were re-classed to an Operations Manager and a Customer Experience Liaison (PG 82). These re-classes allow for the establishment of the Operations Manager position due to the necessity to maintain managerial oversight and the level of service anticipated by customers.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,576,580 | 1,658,011 | 1,722,423 | - | 1,722,423 | 1,778,582 |
| Operating | 52,173 | 73,543 | 76,161 | - | 76,161 | 76,250 |
| Transportation | 5,093 | 8,015 | 9,249 | - | 9,249 | 9,249 |
| Total Budgetary Costs | 1,633,847 | 1,739,569 | 1,807,833 | - | 1,807,833 | 1,864,081 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| DEP Storage Tank (125-866-524) | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Environmental Services (121-420-537) | 1,475,424 | 1,569,082 | 1,626,593 | - | 1,626,593 | 1,677,668 |
| Total Budget | 1,633,847 | 1,739,569 | 1,807,833 | - | 1,807,833 | 1,864,081 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Mgmt. | 1,475,424 | 1,569,082 | 1,626,593 | - | 1,626,593 | 1,677,668 |
| 125 Grants | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Total Revenues | 1,633,847 | 1,739,569 | 1,807,833 | - | 1,807,833 | 1,864,081 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Environmental Services | 15.00 | 14.90 | 14.90 | - | 14.90 | 14.90 |
| DEP Storage Tank | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | 17.00 | 16.90 | 16.90 | - | 16.90 | 16.90 |

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

| | |
|-----------------------------------|---|
| Goal | The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts. |
| Core Objectives | <ol style="list-style-type: none"> 1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices. 2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints. 3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies. 4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans. 5. Implement the stormwater facility maintenance and operating permit program. 6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency. 7. Implement single family permit reviews, including flood letter review, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features and lot-to-lot drainage issues. 8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations. |
| Statutory Responsibilities | Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statutes 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"; Leon County Driveway and Street Connection Guidelines and Procedures Manual |
| Advisory Board | Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee |

Benchmarking

| Priorities | Permit Review Time Frames¹ | Natural Feature Inventory | | | Environmental Permits | | |
|-------------------|--|----------------------------------|------------------|--------------|------------------------------|------------------|--------------|
| | | Total Days | Applicant | Staff | Total Days | Applicant | Staff |
| G2 | FY 2017 Actual | 32 | 18 | 14 | 29 | 21 | 8 |
| G2 | FY 2018 Actual | 31 | 18 | 13 | 30 | 22 | 8 |
| G2 | FY 2019 Estimate | 32 | 18 | 14 | 30 | 21 | 8 |
| G2 | FY2020 Estimate | 32 | 18 | 14 | 30 | 21 | 8 |

Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|--------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| EN2 | Number of Natural Features Inventory application reviews | 50 | 71 | 54 ¹ | 54 |
| EN2 | Number of site plan reviews (environmental impacts) | 122 | 136 | 90 ¹ | 90 |
| EN1 | Number of stormwater operating permits reviews | 28 | 36 | 20 ¹ | 20 |
| G2 | Number of environmental service advisor clients | 1,470 | 1,850 | 1,200 ² | 1,200 |
| EN2 | Number of single family lot Environmental Permit Application reviews | 784 | 1,254 | 1,200 ¹ | 1,200 |
| EN2 | Number of driveway application reviews ³ | N/A | 194 | 210 | 210 |
| EN1 | Number of stormwater operating permit renewals completed within the 3-year renewal cycle ³ | 228 | 248 | 254 ⁴ | 254 |
| EN1 | Number of environmental compliance inspections completed on an annual basis consistent with established guidelines | 7,875 | 6,399 | 6,200 ⁵ | 6,200 |
| EN2 | Number of Environmental Management Act permits issued within the time frame designated by Ordinance | 91 | 104 | 90 ¹ | 90 |
| EN2 | Number of Permitted Use Verifications & Residential Compliance Cert. reviews | N/A | 199 | 200 | 200 |
| EN1 | Number of Science Advisory Committee meetings administered | 9 | 9 | 9 | 9 |

Notes:

1. FY 2019 estimates are based on actual totals through March of FY 2019 and current market conditions.
2. The decrease is anticipated as activity returns to pre-hurricane levels and as a result of increased web based Geographical Information System (GIS) usage.
3. This measure was new in FY 2018, as the transfer of Driveway Permitting functions from Public Works to Development Support & Environmental Management occurred in FY 2018.
4. Operating permit renewals are a function of the three-year renewal cycle and are uneven from year to year.
5. The estimate decreased due to the transfer of inspections for public subdivisions to Public Works.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services - Environmental Services (121-420-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,422,807 | 1,497,624 | 1,555,080 | - | 1,555,080 | 1,606,108 |
| Operating | 48,130 | 64,418 | 63,447 | - | 63,447 | 63,494 |
| Transportation | 4,487 | 7,040 | 8,066 | - | 8,066 | 8,066 |
| Total Budgetary Costs | 1,475,424 | 1,569,082 | 1,626,593 | - | 1,626,593 | 1,677,668 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Management Fund | 1,475,424 | 1,569,082 | 1,626,593 | - | 1,626,593 | 1,677,668 |
| Total Revenues | 1,475,424 | 1,569,082 | 1,626,593 | - | 1,626,593 | 1,677,668 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Environmental Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Environmental Engineer | 3.00 | 2.90 | 2.90 | - | 2.90 | 2.90 |
| Environmental Inspection Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Environmental Review Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Environmental Compliance Specialist | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Stormwater Sr. Design Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Environmental Compliance Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Environmental Review Biologist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Environmental Review Biologist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 15.00 | 14.90 | 14.90 | - | 14.90 | 14.90 |

The major variances for the FY 2020 Environmental Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation costs in the amount of \$1,026 associated with estimated higher vehicle repair costs.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

DEP Storage Tank (125-866-524)

| | |
|----------------------------|---|
| Goal | The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner. |
| Core Objectives | <ol style="list-style-type: none"> 1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Wakulla and Jefferson Counties. 2. Perform installation inspections of new petroleum equipment at new and existing facilities. 3. Perform site inspections for tank removals and abandonments. 4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate. 5. Provide assistance to citizens and consultants concerning petroleum storage tanks. 6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden, Wakulla and Jefferson Counties. |
| Statutory Responsibilities | Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapters 62-761 & 62-762; Aquifer Recharge Element of Comp Plan, Policy: 1.1.5 |
| Advisory Board | N/A |

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|-------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
| EN1 | Percent of regulated facilities inspected with Leon County | 100% | 100% | 100% | 100% |
| G2 | Percent of requests for customer assistance responded to within contract guidelines | 100% | 100% | 100% | 100% |
| EN1 | Percent of regulated facilities inspected outside Leon County ¹ | 50% | 50% | 50% | 50% |

Notes:
1. The regional program includes Gadsden, Wakulla and Jefferson counties. The program began in FY 2012 with contractual obligations requiring these facilities be inspected once every two years.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services - DEP Storage Tank (125-866-524)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 153,773 | 160,387 | 167,343 | - | 167,343 | 172,474 |
| Operating | 4,043 | 9,125 | 12,714 | - | 12,714 | 12,756 |
| Transportation | 606 | 975 | 1,183 | - | 1,183 | 1,183 |
| Total Budgetary Costs | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 125 Grants | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Total Revenues | 158,423 | 170,487 | 181,240 | - | 181,240 | 186,413 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Environmental Compliance Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sr. Environmental Compliance Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |

The major variances for the FY 2020 DEP Storage Tank budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase of \$3,589 associated with higher vehicle insurance coverage costs.
3. Transportation costs in the amount of \$208 associated with estimated higher vehicle repair costs.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

| | |
|-----------------------------------|---|
| Goal | To guide and support the development of sustainable communities through the implementation of the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, in order to ensure and promote the quality of life for all citizens of Leon County Florida. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review. 2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames. 3. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities. 4. Review all new construction permits to ensure compliance with the applicable zoning and development standards. 5. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM. 6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code. |
| Statutory Responsibilities | Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 73C-40, 73C-41 and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-approved plans and implementing policy and procedures manuals |
| Advisory Board | Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Code Enforcement Board; Parking Standards Committee; Leon County/City of Tallahassee Addressing Steering Committee; Tallahassee-Leon County Planning Commission |

Benchmarking

| Priorities | Site Plans Types → | Mean time for review of ASAP ¹ , Limited Partition, and Type A, B, C, D applications | | |
|------------|----------------------------|---|------------------------|--------------------|
| | | Total Days ¹ | Applicant ¹ | Staff ¹ |
| | Fiscal Year ↓ | | | |
| G2 | 2017 Actual | 165 | 130 | 35 |
| G2 | 2018 Actual | 107 | 81 | 26 |
| G2 | 2019 Estimate ² | 104 | 78 | 26 |
| G2 | 2020 Estimate | 101 | 75 | 26 |

- Notes:
1. Review times are based on calendar days. "Applicant" refers to number of days that the applicant was responsible for making corrections to the plan; "Staff" refers to number of days that staff spent reviewing the plan.
 2. FY 2019 and FY 2020 estimates are expected to be lower as the result of implementing procedural refinements to presubmittal and application review meetings.

Leon County Fiscal Year 2020 **Adopted** Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q6, EN1-4, G2 | Number of site and development plan reviews (Limited Partition, ASAP, Type A-D) | 36 | 64 | 65 | 63 |
| Q6, EN1-4, G2 | Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code ¹ | 70 | 73 | 80 | 74 |
| Q6, EN1-4, G2 | Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days ² | 169 | 185 | 172 | 165 |
| EN1-4, Q6 | Number of zoning compliance determinations issued for residential development ³ | 992 | 985 | 2,100 | 1,600 |
| EN1-2, Q6, G2 | Number of Board and Adjustment and Appeals Requests | 3 | 2 | 3 | 3 |
| Q6, G2 | Number of Concurrency Management Certificates issued, small and large projects ⁴ | 25 | 49 | 46 | 42 |
| EC2, EN1-4, G2, Q6 | Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board ⁵ | 2 | 1 | 5 | 1 |
| EN1-4, Q6, G2 | Number of Land Development Code amendments by section recommended to the Board for approval ⁶ | 20 | 3 | 25 | 20 |

Notes:

- Staff is projecting an increase in exempt applications for the estimate for FY 2019 and FY 2020 due to the improving economy.
- The number of PUVs/RCCs is projected to remain consistent with previous years.
- The increase in the number of zoning compliance determinations is a result of the significant increase in permitting due to Hurricane Michael and is anticipated to continue into FY20 as reflected in the estimate.
- The increase in FY18 is the result of a corresponding increase in site and development plan applications indicative of the improving economy.
- The projected increase in DRI applications for FY 2019 is a direct result of several amendments to the Southwood DRI to effectuate new development proposals.
- The projected increase in LDC amendments for FY 2019 is the result of a proposed scrivener's ordinance affecting multiple sections of the LDC at once along with other amendments recently requested by the Board to address specific issues.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 654,239 | 769,903 | 786,045 | 10,292 | 796,337 | 824,778 |
| Operating | 31,537 | 69,872 | 69,596 | - | 69,596 | 69,625 |
| Transportation | 478 | 490 | 594 | - | 594 | 594 |
| Total Budgetary Costs | <u>686,254</u> | <u>840,265</u> | <u>856,235</u> | <u>10,292</u> | <u>866,527</u> | <u>894,997</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 121 Development Support & Environmental Management Fund | 686,254 | 840,265 | 856,235 | 10,292 | 866,527 | 894,997 |
| Total Revenues | <u>686,254</u> | <u>840,265</u> | <u>856,235</u> | <u>10,292</u> | <u>866,527</u> | <u>894,997</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Development Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Development Services Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Planner II | 2.00 | 2.00 | 3.00 | - | 3.00 | 3.00 |
| Senior Planner | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Planner I | 1.00 | 1.00 | - | - | - | - |
| Concurrency Management Planner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Principal Planner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | <u>9.00</u> | <u>9.00</u> | <u>9.00</u> | <u>-</u> | <u>9.00</u> | <u>9.00</u> |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Part-Time OPS Planning Intern | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Increase to Program Funding:

The major variances for the FY 2020 Development Services budget are as follows:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Planner I was re-classified to a Planner II for Development Services to continue to deliver effective and efficient services.
2. Transportation costs in the amount of \$104 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

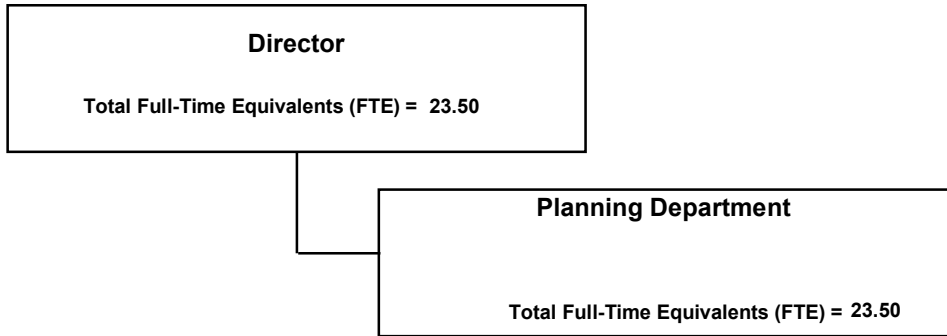
1. Operating costs reflect reduction in communications and printing and binding costs.

Leon County Fiscal Year 2020 Adopted Budget**Department of PLACE**

| | |
|----------------------|--------|
| Organizational Chart | 13 - 2 |
| Executive Summary | 13 - 3 |
| Business Plan | 13 - 4 |
| Planning Department | 13 - 7 |

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE



Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2020 Annual Budget is comprised of the Planning Department, the Office of Economic Vitality, and Blueprint.

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

HIGHLIGHTS

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

The Planning Department is in the midst of a multi-year project to update the Land Use Element of the Comprehensive Plan, which is the County and City's blueprint for growth for the next 20 years. This plan is intended to guide economic, social, physical, environmental and fiscal development of the community. To ensure a unified vision, the Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County. Significant public input has yielded draft goals. This year, the implementing goals and policies are being written in coordination with significant public workshop input.

In FY 2019, the Canopy Roads Citizen Committee, administered by the Planning Department, updated the Canopy Roads Master Plan. This effort was managed by the joint City/County Urban Forester position added to the Department in 2017.

Also, the Planning Department is meeting monthly with the Miccosukee Working Group and the Frenchtown Working Group to implement their respective Placemaking Action Plans.

Since opening in 2016, over 468,000 pedestrians and cyclists have used the bridge over Monroe Street from Cascades Park built by Blueprint. Adding to that successful investment in bike and pedestrian infrastructure, the Planning Department developed the Bike Route System Plan that Blueprint will begin to fund starting in 2020.

Over the last three years, the Intergovernmental Agency Board has prioritized the Blueprint 2020 Infrastructure projects, approved an implementation plan that includes bonding to advance key community projects, and provided direction to expedite construction on a series of key projects. The approved implementation plan includes the administration of 18 infrastructure projects and a total capital investment of \$274 million through FY 2024. Through the adopted FY 2019 operating budget, the IA Board addressed the organizational capacity to effectuate the approved implementation plan.

Throughout FY 2020, the Blueprint Infrastructure program will continue to transition from the 2000 program to the 2020 program. This entails closing out the 2000 program projects (primarily Capital Cascades Trail Segments 3 and 4 and Magnolia Drive Trail) and implementation of 2020 projects including the Northeast Gateway: Welaunee Boulevard, Airport Gateway, Bannerman Road, Orange Avenue/Meridian Road Placemaking, Market District Placemaking, Monroe-Adams Corridor Placemaking, Lake Lafayette and St. Marks Regional Linear Park, and two greenways projects.

The Office of Economic Vitality continues to research and track industry standards and best practices and listen to the needs of existing businesses to best position Tallahassee-Leon County as Florida's Capital for Business. Following the reorganization of the Office of Economic Vitality in fall 2018, the Business Intelligence section now anchors the business engagement efforts and provides greater connection to the businesses we serve. The establishment of the Magnetic Task Force together with the onboarding of a Business Development Manager facilitate growing our Applied Sciences and Technology as well as Manufacturing and Transportation/Logistics sector around our world-class magnetics technologies. The final foundation document for the Office of Economic Vitality, the Disparity Study, was completed in June of 2019. Funding for the Office of Economic Vitality/Minority, Women & Small Business Enterprise is located in the non-operating budget due to the direct payments to an organization not governed directly by the County.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|--|---|--|
| Department of PLACE Business Plan | | |
| Mission Statement | The mission of the Department of PLACE (Planning, Land Management, and Community Enhancement) is to serve the citizens of Tallahassee and Leon County by providing the City and County Commissions, the Planning Commission, numerous boards, committees, residents and businesses with accurate information, creative solutions, effective planning recommendations and expertise in the areas of infrastructure and economic development. | |
| Strategic Priorities | <p>Environment</p> <ul style="list-style-type: none"> EN3 – Promote orderly growth and sustainable practices. <p>Quality of Life</p> <ul style="list-style-type: none"> Q1 – Maintain and enhance our parks and recreational offerings and green spaces. Q5 – Support strong neighborhoods. Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. | |
| Strategic Initiatives October 1, 2017–September 30, 2021 | <ol style="list-style-type: none"> Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4) Complete Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (EC2) Complete/Ongoing Complete the joint County/City disparity study and enhancements to Minority & Women Small Business Enterprise (MWSBE) program. (EC2) In Progress Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (EC4) Complete Evaluate gaps in access to capital for MWSBE and entrepreneurs. (EC2) In Progress Continue to partner with Shop Local 850 to promote Leon County’s local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (EC2, EC3) In Progress Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (EN3) In Progress Explore ways to expand how local businesses can do business outside of community. Ongoing Implement the Tallahassee-Leon County Greenways Master Plan. Ongoing Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (Q5) In Progress Implement LeonWorks as a regional event to address work force and talent pipeline responsive to the needs of our region. Ongoing Explore the creation of incentives to be managed by OEV in support of economic growth and development. (EC2) Ongoing Explore ways to expand how local businesses can do business outside of community. Ongoing As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (Q1, Q5, Q6) Ongoing Implement a minimum grid bicycle route network. (Q6, Q1) In Progress Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (G3, G5) In Progress In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program. Complete | |

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Actions

- | | | |
|----|---|-----------|
| 1. | A.) Work with partners and vendor to determine design options for the Amphitheater weatherization. B.) Construction of Amphitheater weatherization. | Blueprint |
| 2. | A.) Presented an implementation plan for the Blueprint 2020 infrastructure and economic development program to the Blueprint Intergovernmental Agency Board of Directions B.) Presented a two year report on the economic development strategic plan to the Blueprint Intergovernmental Agency Board of Directions C.) Continue to update the Blueprint Intergovernmental Agency Board of Directions on the Office of Economic Vitality's activities and programs each quarter. | OEV |
| 3. | A.) County/City/Blueprint Disparity Study Workgroup to review the draft recommendations of the disparity study B.) Completed MWSBE disparity study. | OEV |
| 4. | A.) Submitted an application to host the 8th ACE. B.) Official announcement made that Florida will serve as the host for the next ACE Tour. C.) Staff participation in ACE Tours | OEV |
| 5. | A.) Initiated a direct mail campaign to all the businesses in the area to inform them of this program. B.) The MWSBE Division will study this opportunity as a part of the disparity study and will finalize in 2019/2020 of the OEV Work Plan. C.) Develop policy changes in the Pilot Program. D.) Continue to market and promote this incentive program. | OEV |
| 6. | Explore opportunities to refine the data currently available through EMSI labor force analytics software. | OEV |
| 7. | A.) Completed Phase 1 stakeholder outreach and analysis and present to Commissions to direct consultant on the desired methodology. B.) Complete Phase 2, which entails developing methodology and adoption of any necessary ordinances. | Planning |
| 8. | A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis. B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy. | OEV |
| 9. | A.) At the February 2017 Intergovernmental Agency Board meeting, the IA Board approved funding the planning and design of five greenways projects included in the Greenways Master Plan: 1) Integrated Bike Route and Greenways Implementation Plan 2) Lake Jackson South Greenway 3) Thomasville Road Greenway 4) Capital Circle Southwest Greenway 5) University Greenway B.) Expansion of local greenways and trails network and key Capital City to Coast' connection made as 0.4 mile segment of Capital Cascades rail opened to the public in late August 2018. This project from Pinellas Street to Gamble Street expands the local greenways network through central Tallahassee and completes the connection to the St. Marks Regional Trail. | Blueprint |

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

| | | |
|---------|--|-----------|
| Actions | <p>9. C.) Design Services RFP for Capital Circle Southwest Greenways, including Broadmoor Spur Trail, Golden Aster Trail, and Debbie Lightsey Nature Park will be released. It is anticipated this project will be funded for construction through the Blueprint 2020 Greenways project, which will begin receiving funding via annual allocations in 2020.</p> <p>D.) Design Services for the combined Lake Jackson Greenway and Lake Jackson South Greenway. It is anticipated that this project will be funded for construction through the Blueprint 2020 Greenways project, and that this will be one of the first projects implemented through this annual capital program.</p> <p>E.) CRTPA is developing a Bike-Ped Masterplan for Leon County. At the conclusion of this project, Blueprint will use this data to develop an implementation plan for funding and constructing the Greenways projects.</p> | Blueprint |
| | <p>10. A.) Community Survey and Outreach on Draft Community Values. B.) Developed Draft Goals and Related Public Engagement. C.) Developed Draft Implementing Objectives & Related Public Engagement. (Third Round of Outreach) D.) Hosted a community forum dedicated to rural community issues. E.) Prepare and release an RFP for a land use consultant to complete additional infrastructure and policy analysis. F.) Consultant Analysis G.) Refinement of Draft Element & Submit Comp Plan Amendment</p> | Planning |
| | 11. Hosted the 2019 Leon Works Expo with participation from Gadsden and Wakulla County. | OEV |
| | 12. Implemented the Urban Vitality Job Creation Pilot Program to incentive businesses to great jobs within the Promise Zone area. The program will be piloted over a three year period and continuously evaluated. | OEV |
| | <p>13. A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis. B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy.</p> | OEV |
| | <p>14. A.) Hosted public meetings to receive input from the Miccosukee community. B.) Presented the Miccosukee Rural Community Sense of Place Plan.</p> | Planning |
| | <p>15. A.) Prepare a comprehensive mapping application showing all current inventory. B.) Procure a consultant to perform a gap analysis of the current grid & identify facilities needed to establish a minimum grid of bicycle facilities. C.) Incorporate additions as needed to the Blueprint Implementation Plans.</p> | Planning |
| | <p>16. A.) Updated the Board on Land Use Element draft Objectives. B.) Through feedback from the Land Use Element Update outreach program, develop draft policies that will support social infrastructure throughout Leon County in key locations.</p> | Planning |
| | <p>17. A.) Budget Workshop item to consider funding to partner with the Canopy Roads Citizen Committee in implementing an aggressive long term tree planting program that will support the County's Target to plant 1,000 trees along the canopy roads by the end of FY 2021. B.) In coordination with Public Works and the Canopy Road Citizen Committee, establish goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones. C.) City and County adopted the revised management plan.</p> | OEV |

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 209,972 | 216,195 | 123,692 | - | 123,692 | 127,538 |
| Grants-in-Aid | 518,913 | 757,272 | 871,597 | 150,000 | 1,021,597 | 889,029 |
| Total Budgetary Costs | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Planning Department | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Total Budget | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Total Revenues | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Planning Department | 23.50 | 23.50 | 23.50 | - | 23.50 | 23.50 |
| Total Full-Time Equivalentents (FTE) | 23.50 | 23.50 | 23.50 | - | 23.50 | 23.50 |

The Office of Economic Vitality personnel costs are represented in the non-operating budget, indicating they are reflected in the budget due to personnel opting to County benefits as allowed by the interlocal agreement.

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Planning Department (001-817-515)

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

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Planning Department (001-817-515)

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| EN3 | Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County) ¹ | 261 | 305 | 275 | 275 |
| EN3 | Number of Rezoning, PUDs Reviewed (County & City) ² | 23 | 21 | 23 | 23 |
| EN3 | Number of Comp Plan Amendments Analyzed and Processed (County & City) ³ | 11 | 12 | 4 | 8 |
| EN3 | Number of new dwelling units reviewed and/or approved (City and County) ⁴ | 1,910 | 1,861 | 1,700 | 1,600 |
| EN3 | Number of Non-Residential sq. ft. reviewed or approved (City and County) ⁵ | 918,421 | 1,295,160 | 1,400,000 | 1,400,000 |
| Q5,Q6 | Number of Planning Commission Public Hearings ⁶ | 12 | 12 | 12 | 12 |
| Q5,Q6 | Number of public workshops/Listening sessions/Neighborhood meetings ⁶ | 39 | 75 | 80 | 80 |
| Q5,Q6 | Number of committee meetings (Ex: Canopy Road, Water Resources, etc.) ⁷ | 30 | 50 | 60 | 65 |
| Q5,Q6 | Number of CONA Meetings | 6 | 6 | 6 | 6 |
| EN3,G1 | Number of direct mail notices ⁸ | 6,360 | 3,267 | 14,000 | 18,000 |
| EN3,G1 | Number of web postings or updates ⁹ | 160 | 180 | 200 | 200 |
| EN3,G1 | Number of Newspaper Advertisements (Average 3 – 5 per month) ¹⁰ | 41 | 20 | 40 | 50 |

Notes:

- The number of development applications processed is driven by external economic factors and the number of applications received.
- The number of Rezoning and Planned Unit Development applications indicated slight growth in the rezoning process.
- The number of Comp Plan Amendments Analyzed and Processed is expected to decrease temporarily in FY19 – FY20, as staff is working on a more robust Comprehensive Plan Update to the Land Use and Mobility Elements, which covers content that would have otherwise been handled piecemeal through the Comprehensive Plan Amendment Cycle.
- The number of new dwelling units reviewed and/or approved increased in FY18 commensurate with increases in multi-family housing applications, which is expected to level-off in FY19 and FY20.
- The number of non-residential square footage reviewed in FY19 and FY20 are expected to be higher than average due to some larger mixed-use developments in downtown, such as Washington Square (FY19) and the Cascades Project (FY20).
- The number of public meetings (workshops, listening sessions, neighborhood meetings) is increasing due to substantial engagement for the Comprehensive Plan Land Use Element update, and a renewed emphasis on public outreach and input.
- The number of committee meetings has increased since the additions of the Frenchtown Working Group, the Miccosukee Working Group, and the restart of the Midtown Working Group.
- The number of direct mail notices significantly increased in FY19 due to the adoption of ordinance by the City Commission to expand notification boundaries from 500ft. to 100ft. for Type C Site Plan and Abandonment applications. In addition, the City passed an ordinance to increase the number of notifications for PUD amendments to include all properties within the PUD boundary inclusive of both property owners and single-family home tenants (renters). This number is expected to increase again in FY20, if the City passes an ordinance to include multi-family residential tenants on the PUD notification lists.
- The number of web postings and updates has increased with the addition of the Planning Engagement webpage, which includes an engagement calendar and citizen resources for public participation and permitting activity starting in FY18 and expanding into FY19.
- The number of newspaper advertisements is driven by required meeting notices. The number of newspaper advertisements was reduced in FY17 by combining multiple notices into single advertisements to reduce costs. There is an expected increase in the number of advertisements in FY20, as the City Commission has expanded notification requirements for public hearings in the City to include ads in the *Capital Outlook* in addition to the *Tallahassee Democrat*.

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Planning Department Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 209,972 | 216,195 | 123,692 | - | 123,692 | 127,538 |
| Grants-in-Aid | 518,913 | 757,272 | 871,597 | 150,000 | 1,021,597 | 889,029 |
| Total Budgetary Costs | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Planning Department (001-817-515) | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Total Budget | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Total Revenues | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Planning Department | 23.50 | 23.50 | 23.50 | - | 23.50 | 23.50 |
| Total Full-Time Equivalentents (FTE) | 23.50 | 23.50 | 23.50 | - | 23.50 | 23.50 |

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

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

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 209,972 | 216,195 | 123,692 | - | 123,692 | 127,538 |
| Grants-in-Aid | 518,913 | 757,272 | 871,597 | 150,000 | 1,021,597 | 889,029 |
| Total Budgetary Costs | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Total Revenues | 728,884 | 973,467 | 995,289 | 150,000 | 1,145,289 | 1,016,567 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Planner II | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Urban County Forester II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Planner I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of PLACE | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| GIS Coordinator (City) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Transportation Planner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Graphics & Mapping Specialist | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Secretary IV | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Land Use Planning Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Community Involvement Planner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Principal Planner | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Planning Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Comprehensive Planning Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 23.50 | 23.50 | 23.50 | - | 23.50 | 23.50 |

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget was established for a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The budget reflects the County's share of rent for the Planning Department office space. In addition, the grants in aid portion of the budget includes the County's share of the Planning Department's operating budget which includes funding for the County's share of employee costs. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2020 Planning Department budget are as follows:

Increases to Program Funding:

1. Decrease in personnel services is due to the retirement of an employee receiving County benefits.
2. At the budget workshop on April 23, 2019, the Board approved to pay 50% of the total cost (\$150,000) for the consulting services to update the Land Use Element of the Joint City/County Comprehensive Plan. The City of Tallahassee will pay the other 50% of the cost, bringing the total to \$300,000.

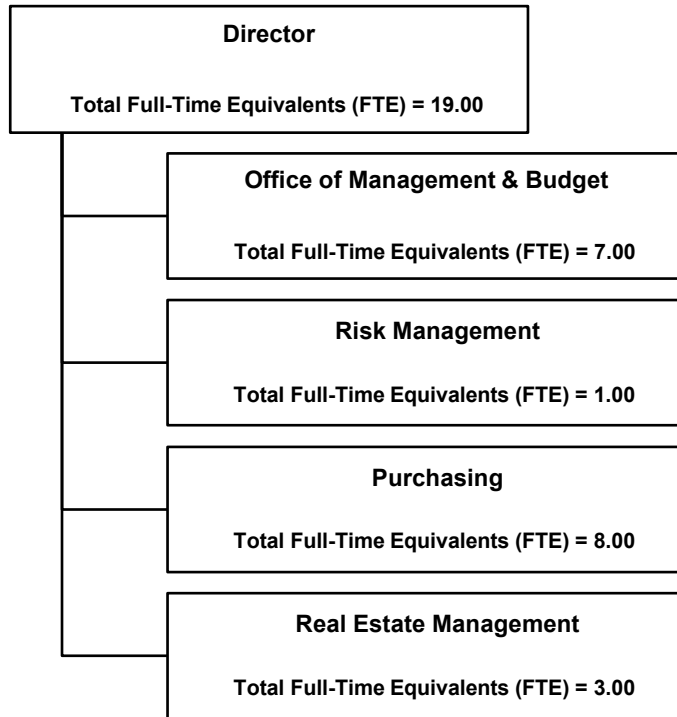
Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

| | |
|---|---------|
| Organizational Chart | 14 - 2 |
| Executive Summary | 14 - 3 |
| Office of Financial Stewardship Business Plan | 14 - 4 |
| Office of Financial Stewardship Summary | 14 - 5 |
| Office of Management & Budget | 14 - 6 |
| Risk Management | 14 - 8 |
| Purchasing | 14 - 10 |
| Real Estate | 14 - 16 |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship



Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Executive Summary

The Office of Financial Stewardship section of the Leon County FY 2020 Annual Budget is comprised of the Office of Management & Budget, Risk Management, Purchasing, and Real Estate.

The Office of Management & Budget provides financial management and guidance to the Board, County Administrator, and other departments. Risk Management manages the County's activities in an effort to minimize total long-term costs associated with accidental losses. Purchasing provides procurement services, contract management, and supplies and commodities for all County departments under the Board. Real Estate provides the management of acquisition and disposition of real property and County property leases.

On December 12, 2016, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2017 through FY 2021, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. As an ongoing commitment to remain fiscal stewards of public dollars, OMB routinely conducts comprehensive management reviews of County operations and organizations it funds to ensure the upmost effective and efficient operations of these entities. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 29th consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders and a pilot of electronic requisitions. This allows vendors, staff, and other interested parties to obtain copies of purchasing and solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper. Purchasing continues to serve citizens faster and more easily with an online procurement system called Procurement Connect. This system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate, and various other solicitation documents. Use of this system reduces paper use and mailing costs, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. They also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties in County and Constitutional Offices' space needs.

Risk Management continues to strive to protect the County against the financial consequences of accidental losses by establishing, implementing and monitoring an integrated county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management coordinated ten safety sessions and conducted monthly site visits.

Leon County Fiscal Year 2020 **Adopted** BudgetOffice of Financial Stewardship
Business Plan

Mission Statement

The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.

Strategic Priorities

Governance

- G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives
October 1, 2017 –
September 30, 2021

- | | |
|---|------------------|
| 1. Seek opportunities for partnerships through NACo and FAC's enterprise programs. | Complete/Ongoing |
| 2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4) | Complete |

Actions

- | | |
|---|------------|
| 1. Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Compensation Program. | Purchasing |
| 2. At the April 23, 2019 Budget Workshop, the County implemented an \$12.00/hour minimum living wage for County employees. | OMB |

Bold Goals and
Five-Year Targets

Target: Reduce by 60% the outstanding debt of the County. (T15)

| | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | Total |
|---|---------|---------|---------|---------|---------|-------|
| Percentage of Outstanding Debt Reduced ¹ | 17% | 17% | 15% | 15% | 7% | 71% |

Notes:

1. This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of \$32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target. The County paid \$589,918 worth of interest and made principal payments totaling \$6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a \$442,534 interest payment and \$7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,551,554 | 1,518,584 | 1,498,735 | - | 1,498,735 | 1,547,708 |
| Operating | 258,721 | 363,091 | 364,923 | 100,000 | 464,923 | 449,950 |
| Transportation | 1,443 | 2,475 | 2,659 | - | 2,659 | 2,659 |
| Grants-in-Aid | 88,175 | 75,175 | 63,175 | - | 63,175 | 63,175 |
| Total Budgetary Costs | 1,899,893 | 1,959,325 | 1,929,492 | 100,000 | 2,029,492 | 2,063,492 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Management and Budget | 744,904 | 800,406 | 818,657 | - | 818,657 | 839,620 |
| Risk Management | 212,412 | 196,608 | 206,993 | - | 206,993 | 211,323 |
| Purchasing | 678,467 | 617,901 | 603,731 | - | 603,731 | 622,708 |
| Real Estate Management | 264,110 | 344,410 | 300,111 | 100,000 | 400,111 | 389,841 |
| Total Budget | 1,899,893 | 1,959,325 | 1,929,492 | 100,000 | 2,029,492 | 2,063,492 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,687,481 | 1,762,717 | 1,722,499 | 100,000 | 1,822,499 | 1,852,169 |
| 501 Insurance Service | 212,412 | 196,608 | 206,993 | - | 206,993 | 211,323 |
| Total Revenues | 1,899,893 | 1,959,325 | 1,929,492 | 100,000 | 2,029,492 | 2,063,492 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Management and Budget | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Purchasing | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Real Estate Management | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Risk Management | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 19.00 | 19.00 | 19.00 | - | 19.00 | 19.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Office of Management and Budget (001-130-513)

| | |
|-----------------------------------|---|
| Goal | The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide financial management assistance to the County Administrator and other departments. 2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program. 3. Forecast and monitor County revenues. 4. Responsible for the County's annual Truth in Millage (TRIM) process. 5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board. |
| Statutory Responsibilities | Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage" |
| Advisory Board | Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|-------------------|-------------------------------------|--------------------|------------------|
| G5 | Net Budget Per Countywide Resident* | 1:\$827 | 1:\$1,287* |

*Benchmark is generated from the average net budget per county resident of Like-Sized Counties. Benchmarked Counties include: Alachua, Lake, Escambia, St. Lucie, St. Johns, and Osceola.

Strategic Plan Bold Goals and Five-Year Targets

| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
|------------------|---|-----------------------|-----------------------|-------------------------|-------------------------|
| T15 | Target: Reduce by 60% the outstanding debt of the County | 17% | 34% | 49% | 64% |

Notes:

1. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of \$32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County will pay \$589,918 worth of interest and make principal payments totaling \$6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will be reduced by 15% and bonds issued to acquire Leon County Office Annex Building will be paid off by FY 2021, significantly reducing the amount of remaining debt.
2. Chart displays the cumulative percentage of reduced debt from FY 2017- FY 2020.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|-------------------|---|------------------------|------------------------|-------------------------|-------------------------|
| G5 | Meet all requirements of Florida Statutes 129 and 200 Truth-in-Millage (TRIM) | Yes | Yes | Yes | Yes |
| G5 | Forecast actual major revenue source within 5% of the budget (actual collections as a % of budget) | 97.4% | 98% | 98% | 98% |
| G2 | Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate) | 96.1% | 100% | 100% | 100% |
| G5 | Develop 2 semi-annual performance reports by May 30 and November 30 | 2 | 2 | 2 | 2 |
| G2 | Review all agenda items in less than 2 days 95% of the time | 93% | 98% | 98% | 98% |
| G2 | Percentage of departmental performance measures reviewed | 100% | 100% | 100% | 100% |
| G2 | Number of program management analyses performed | 0 | 1 | 1 | 1 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Office of Management & Budget (001-130-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 619,373 | 658,291 | 674,206 | - | 674,206 | 695,161 |
| Operating | 62,356 | 78,940 | 81,276 | - | 81,276 | 81,284 |
| Grants-in-Aid | 63,175 | 63,175 | 63,175 | - | 63,175 | 63,175 |
| Total Budgetary Costs | 744,904 | 800,406 | 818,657 | - | 818,657 | 839,620 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 744,904 | 800,406 | 818,657 | - | 818,657 | 839,620 |
| Total Revenues | 744,904 | 800,406 | 818,657 | - | 818,657 | 839,620 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Budget Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Management & Budget Analyst | 1.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Director Office of Financial Stewardship | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Management & Budget Analyst | 3.00 | 2.00 | 3.00 | - | 3.00 | 3.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |

The major variances for the FY 2020 OMB budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Reclassification of one Senior Management and Budget Analyst to Management and Budget Analyst.
3. Operating increased by \$2,336 are attributed to travel and per diem cost for Government Finance Officers Association Conference.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Risk Management (501-132-513)

| | |
|-----------------------------------|---|
| Goal | The goal of Risk Management is to provide our customers with courteous and professional services in the risk management area. |
| Core Objectives | <ol style="list-style-type: none"> 1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage. 2. Prepare, negotiate and coordinate all the County's insurance programs. 3. Directly administer all insurance programs except employee health coverage. 4. Coordinate and participate in all investigations, accidents and injuries involving County employees on County maintained or owned facilities and/or properties. Review all reported workers' compensation injuries, near accidents and/or misses, over utilization, abuses, and circumstances surrounding all claims and visiting with affected employees. 5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers. |
| Statutory Responsibilities | Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation." |
| Advisory Board | Board President of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group |

| Performance Measures | | | | | |
|----------------------|---|----------------|----------------|-----------------|-----------------|
| Priorities | Performance Measures | FY2017 Actuals | FY2018 Actuals | FY2019 Estimate | FY2020 Estimate |
| G5 | # of Workers' compensation claims filed ¹ | 145 | 132 | 140 | 135 |
| G5 | # of Safety/Loss prevention training courses conducted ² | 11 | 11 | 8 | 8 |
| G5 | # of auto accidents investigated ³ | 16 | 12 | 15 | 12 |
| G5 | # of Coordinate Safety Committee meetings ⁴ | 12 | 12 | 12 | 12 |

Notes:

1. Thirteen percent (13%) reduction in number of Workers' Compensation claims compared to FY 2017.
2. Eleven (11) safety training events provided at seven (7) separate locations consistent with this is training conducted in FY 2017.
3. Four percent (4%) reduction in number of automobile accidents compared to FY 2017. Staff continues to train drivers and equipment operators on the latest in safety requirements to reduce accidents.
4. Safety Committee meets on a monthly basis with consistent attendance.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Risk Management (501-132-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 127,466 | 118,349 | 128,764 | - | 128,764 | 133,091 |
| Operating | 84,946 | 78,259 | 78,229 | - | 78,229 | 78,232 |
| Total Budgetary Costs | 212,412 | 196,608 | 206,993 | - | 206,993 | 211,323 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 501 Insurance Service | 212,412 | 196,608 | 206,993 | - | 206,993 | 211,323 |
| Total Revenues | 212,412 | 196,608 | 206,993 | - | 206,993 | 211,323 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Risk Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 Risk Management budget are as follows:

Increases to Program Funding:

1. Retirement contribution costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Purchasing Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 649,298 | 580,844 | 566,994 | - | 566,994 | 585,958 |
| Operating | 28,660 | 35,902 | 35,423 | - | 35,423 | 35,436 |
| Transportation | 509 | 1,155 | 1,314 | - | 1,314 | 1,314 |
| Total Budgetary Costs | 678,467 | 617,901 | 603,731 | - | 603,731 | 622,708 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Procurement (001-140-513) | 565,295 | 503,059 | 486,240 | - | 486,240 | 501,352 |
| Warehouse (001-141-513) | 113,172 | 114,842 | 117,491 | - | 117,491 | 121,356 |
| Total Budget | 678,467 | 617,901 | 603,731 | - | 603,731 | 622,708 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 678,467 | 617,901 | 603,731 | - | 603,731 | 622,708 |
| Total Revenues | 678,467 | 617,901 | 603,731 | - | 603,731 | 622,708 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Procurement | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Warehouse | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Purchasing – Procurement (001-140-513)

| | |
|----------------------------|--|
| Goal | The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws. 2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests. 3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing. 4. Provide accounts payable assistance to vendors and staff. 5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's. 6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity. 7. Implement and provide contract management services for County-wide services contracts such as uniforms. 8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians. |
| Statutory Responsibilities | Leon County Board of County Commissioners Purchasing Policy (revised 06/20/2017), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement." |
| Advisory Board | N/A |

| Benchmarking | | | | |
|--------------|---|-------------|-----------|-------------|
| Priorities | Benchmark Data | Leon County | ICMA Mean | ICMA Median |
| G2, G4 | \$ amount of Central Purchasing purchases per Central Purchasing FTE (millions) | \$22.2 | \$20.5 | \$13.0 |
| G2, G5 | % of Purchasing Conducted with Purchasing Card | 8.12% | 5.87% | 2.56% |

*International City/County Management Association Comparable Performance Measurement 2010

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G2, G5 | % of completed requisitions for purchase orders processed within 2 days of receipt ¹ | 100% | 100% | 100% | 100% |
| G2, G4, G5 | # of bids/RFPs processed within 45 work days of receipt of request ² | 85% | 95% | 100% | 100% |
| G2, G5 | # of Purchase Orders Issued ³ | 2,230 | 1,868 | 2,100 | 2,200 |
| G2, G5 | \$ Value of Purchase Orders Issued (millions) ⁴ | \$60 | \$77.8 | \$100 | \$85 |
| G2, G4 | \$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE in 17/18 & 3.9 FTE in FY19/20) (millions) ⁵ | \$17.1 | \$22.2 | \$25.6 | \$21.8 |
| G2, G5 | # of Bids Issued ⁶ | 55 | 52 | 55 | 55 |
| G2, G5 | Purchasing Card Volume ⁷ | \$6,000,000 | \$5,295,170 | \$5,750,000 | \$6,000,000 |
| G5 | Purchasing Card Rebate ⁸ | \$87,400 | \$76,504 | \$80,500 | \$85,000 |
| G2, G5 | # of Assets at Year End ⁹ | 7,750 | 7,794 | 7,950 | 8,000 |
| G2, G5 | Year End Total Asset Value (millions) ¹⁰ | \$57.50 | \$62.8 | \$64.0 | \$64.5 |
| G2, G5 | # of Surplus Auctions ¹¹ | 90 | 26 | 35 | 40 |
| G2, G5 | \$ Value of Auction Proceeds ¹² | \$175,000 | \$423,538 | \$100,000 | \$100,000 |
| G2,G5 | # of pre-bid meetings held to provide information on County projects to vendors ¹³ | 30 | 33 | 35 | 35 |
| G2,G5 | Ratio of bid protests to total solicited bids ¹⁴ | 0:54 | 1:52 | 0:55 | 0:55 |

Notes:

1. Primary attention is given to processing requisitions so that County staff receives needed materials and services in a timely manner.
2. This number varies based upon the combination of more complex solicitations and the incorporation of solicitation development meetings and the review processes of other areas.
3. Number of purchase orders decreased from FY17 to FY18 due to the increased usage of PCards. It is anticipated that the number of purchase orders in FY19 will increase slightly due to a decrease in the usage of direct payments.
4. The value of purchase orders increased from FY17 to FY18 and is anticipated to continue that trend due to an increase in capital projects.
5. The increase value of purchase orders in FY18 is due to an increase in the volume of purchase orders offset by a decrease in the number of direct pay purchases.
6. The number of solicitations decreased slightly from FY17 to FY18. However, out-year estimates are anticipated to remain constant for FY19 and FY20.
7. The purchasing card volume decreased slightly from FY17 to FY18 due to the discontinuation of the EPayables program.
8. The purchasing card rebate decrease is directly related to the decrease in the purchasing card volume.
9. The number of assets increased slightly due to MIS replacing older computers/servers.
10. The value of assets grew slightly from FY 2017 obtaining Emergency Management and the purchase of new equipment.
11. The number of auctions decreased in FY18 due to having fewer surplus items because of a concerted effort to dispose of surplus property in FY17.
12. The value of the auctions increased mainly due to the items being auctioned were high value property such as vehicles and equipment.
13. The number of meetings is based upon the complexity of the projects.
14. There was one formal protest during FY18 that was resolved in favor of the County.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Purchasing - Procurement (001-140-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 539,384 | 469,403 | 453,021 | - | 453,021 | 468,120 |
| Operating | 25,609 | 33,221 | 32,742 | - | 32,742 | 32,755 |
| Transportation | 301 | 435 | 477 | - | 477 | 477 |
| Total Budgetary Costs | 565,295 | 503,059 | 486,240 | - | 486,240 | 501,352 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 565,295 | 503,059 | 486,240 | - | 486,240 | 501,352 |
| Total Revenues | 565,295 | 503,059 | 486,240 | - | 486,240 | 501,352 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Purchasing | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Purchasing Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Procurement Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Purchasing Agent/Property Control Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Contract Compliance Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |

The major variances for the FY 2020 Procurement budget are as follows:

Increase to Program Funding:

1. Transportation cost increased in the amount of \$75 due to higher estimated vehicle repair cost.

Decreases to Program Funding:

1. Personnel cost related to two new employees and the retirement of two long time employees offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating cost decreased in the amount of \$479 is attributed the decrease usage for Postage (\$100), Printing and Binding (\$105), Operating Supplies (\$274).

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Purchasing – Warehouse (001-141-513)

| | |
|----------------------------|---|
| Goal | The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments. |
| Core Objectives | <ol style="list-style-type: none"> 1. Issue supplies and materials from the Warehouse. 2. Procure materials and supplies for the Warehouse and County customers. 3. Provide forklift services for other departments. 4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed. 5. Assist County staff with identifying vendors and sourcing needed items. |
| Statutory Responsibilities | Leon County Board of County Commissioners Purchasing and Minority Business Enterprise Policy (revised 6/20/17) and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement." |
| Advisory Board | N/A |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark* |
|------------|--|-------------|------------------------------|
| G2, G5 | Inventory Turnover Rate (sales / inventory value) | 2.34% | Greater than or equal to 1.5 |
| G2, G5 | Annual inventory loss/gain (to measure operational accuracy) | 0.47% | Less than 1.5% +/- |

*Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|--|-----------------|-----------------|------------------|------------------|
| G2, G5 | Cost per issuance | \$7.54 | \$7.81 | \$7.92 | \$7.73 |
| G2, G5 | Operational cost % of total dollar value of issuances (expenses / \$ value of issuances) | 19.58% | 20.25% | 22.1% | 22.31% |
| G2, G5 | # of issuances | 15,778 | 14,478 | 14,500 | 15,000 |
| G2, G5 | \$ volume of issuances | \$550,000 | \$552,795 | \$515,000 | \$520,000 |

Notes:

1. A combination of consistent fixed costs and somewhat larger increase in the number of issuances, resulted in a slight increase in the cost per issuance.
2. The increase is a result of a slight decrease in operational costs and a larger decrease in the value of issuances.
3. The number of issuances has decreased slightly due to moving some EMS-specific items from the Purchasing warehouse to EMS logistics.
4. The slight increase in value of issuances is related to somewhat higher commodity prices.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Purchasing - Warehouse (001-141-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 109,914 | 111,441 | 113,973 | - | 113,973 | 117,838 |
| Operating | 3,051 | 2,681 | 2,681 | - | 2,681 | 2,681 |
| Transportation | 208 | 720 | 837 | - | 837 | 837 |
| Total Budgetary Costs | 113,172 | 114,842 | 117,491 | - | 117,491 | 121,356 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 113,172 | 114,842 | 117,491 | - | 117,491 | 121,356 |
| Total Revenues | 113,172 | 114,842 | 117,491 | - | 117,491 | 121,356 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Materials Management Spec. | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalents (FTE) | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |

The major variances for the FY 2020 Warehouse budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation cost increased in the amount of \$117 due to higher estimated vehicle repair cost.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Real Estate Management Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 155,417 | 161,100 | 128,771 | - | 128,771 | 133,498 |
| Operating | 82,759 | 169,990 | 169,995 | 100,000 | 269,995 | 254,998 |
| Transportation | 934 | 1,320 | 1,345 | - | 1,345 | 1,345 |
| Grants-in-Aid | 25,000 | 12,000 | - | - | - | - |
| Total Budgetary Costs | 264,110 | 344,410 | 300,111 | 100,000 | 400,111 | 389,841 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Real Estate Management (001-156-519) | 269,469 | 299,410 | 255,111 | 100,000 | 355,111 | 344,841 |
| Tax Deed Applications (001-831-513) | (5,359) | 45,000 | 45,000 | - | 45,000 | 45,000 |
| Total Budget | 264,110 | 344,410 | 300,111 | 100,000 | 400,111 | 389,841 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 264,110 | 344,410 | 300,111 | 100,000 | 400,111 | 389,841 |
| Total Revenues | 264,110 | 344,410 | 300,111 | 100,000 | 400,111 | 389,841 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Real Estate Management | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Total Full-Time Equivalents (FTE) | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Financial Stewardship

Real Estate (001-156-519)

| | |
|----------------------------|--|
| Goal | The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property. |
| Core Objectives | <ol style="list-style-type: none"> 1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database. 2. Generate revenue through the leasing of under-utilized space in County buildings. Negotiates leasing terms and conditions with tenants to maximize the rate of return to the County. 3. Develop a long-term strategic plan for the disposition and acquisition of real estate to ensure that it is achieving its highest and best use. 4. Work with County staff in recommending and negotiating the most efficient use of space. 5. Regularly interact with the assigned County attorney to assist in resolving easement usage related to projects. 6. Administer the County's leasing activity to ensure that all aspects of the Lease contract is upheld, manage rent increases and renewals and maintain communications with the tenants and their representatives. 7. Identify alternative uses for under-utilized properties to help advance other County programs such as Community Gardens, Affordable Housing program, Stormwater management facilities, conservation and recreation areas, etc. 8. Work in tandem with Public Works to acquire property rights for capital improvement projects. 9. Coordinate with the County's Tax Collector and the Clerk of the Court in the tracking of the delinquent tax procedures from the issuance of the Tax Certificates by the Tax Collector, the filing of Tax Deed Applications on Tax Certificates issued to the County and supervising the timely presentation of the Tax Deed Applications to Public Sale. Work with the Clerk of the Court on the administration of the parcels that are listed on the List of Lands Available for Taxes until their final escheatment to the County and the addition of these parcels to the portfolio. 10. Work with the county staff, affordable housing and assigned attorney to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll. 11. Acquire property rights through donations, direct purchases and eminent domain. 12. Manage all County owned lease property; prepare and execute all leases for Leon County. |
| Statutory Responsibilities | <p>TAX COLLECTIONS, SALES, AND LIENS Chapter 197</p> <p>197.502 – Application for obtaining tax deed by holder of tax sale certificate; fees.</p> <p>197.512 – Notice, form of publication for obtaining tax deed by holder.</p> <p>197.522 – Notice to owner when application for tax deed is made.</p> <p>197.532 – Fees for mailing additional notices, when application is made by holder.</p> <p>197.542 – Sale at public auction.</p> <p>197.552 – Tax deeds.</p> <p>197.562 – Grantee of tax deed entitled to immediate possession.</p> <p>197.572 – Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds.</p> <p>197.573 – Survival of restrictions and covenants after tax sale.</p> |
| Advisory Board | N/A |

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|--|-----------------|-----------------|------------------|------------------|
| Q2 | Total leasable square footage occupied ¹ | 174,275 | 167,518 | 168,000 | 170,000 |
| Q2 | % of total leasable square footage occupied ¹ | 84.8% | 81.5% | 82.0% | 82.0% |

Notes:

1. Total leasable square footage of space fluctuates from year-to-year and is currently 204,316.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Real Estate Management - Real Estate Management (001-156-519)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 155,417 | 161,100 | 128,771 | - | 128,771 | 133,498 |
| Operating | 88,118 | 124,990 | 124,995 | 100,000 | 224,995 | 209,998 |
| Transportation | 934 | 1,320 | 1,345 | - | 1,345 | 1,345 |
| Grants-in-Aid | 25,000 | 12,000 | - | - | - | - |
| Total Budgetary Costs | 269,469 | 299,410 | 255,111 | 100,000 | 355,111 | 344,841 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 269,469 | 299,410 | 255,111 | 100,000 | 355,111 | 344,841 |
| Total Revenues | 269,469 | 299,410 | 255,111 | 100,000 | 355,111 | 344,841 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Real Estate Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Real Estate Specialist | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Real Estate Specialist | - | - | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |

Note: The Real Estate Manager position is being held vacant and is unfunded. Leon County is currently contracting with a private leasing company to manage the leasing of County property.

The major variances for the FY 2020 Real Estate Management budget are as follows:

Increases to Program Funding:

1. Increase to Other Current Charges and Obligations in the amount of \$75,000 to cover demolition and removal of inhabitable buildings acquired by the County.
2. Increase to Contractual Services in the amount of \$25,000 for listing fees to sell affordable housing lots.

Decreases to Program Funding:

1. Personnel cost related to one staff member employment status changing from full-time to part-time and offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Funding related to the Domi Economic Incubator lease agreement ended in FY19, decrease of \$12,000 from the previous lease agreement.

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Real Estate Management - Tax Deed Applications (001-831-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | (5,359) | 45,000 | 45,000 | - | 45,000 | 45,000 |
| Total Budgetary Costs | (5,359) | 45,000 | 45,000 | - | 45,000 | 45,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | (5,359) | 45,000 | 45,000 | - | 45,000 | 45,000 |
| Total Revenues | (5,359) | 45,000 | 45,000 | - | 45,000 | 45,000 |

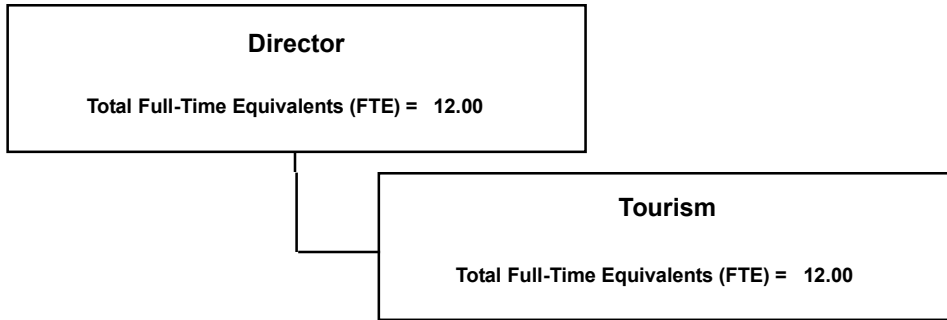
For FY 2020 this budget is recommended at the same level as FY 2019.

Leon County Fiscal Year 2020 Adopted Budget**Division of Tourism**

| | |
|---|---------|
| Organizational Chart | 15 - 2 |
| Executive Summary | 15 - 3 |
| Tourism Business Plan | 15 - 4 |
| Tourism Summary | 15 - 6 |
| Council on Culture and Arts – Line Item | 15 - 14 |

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism



Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Executive Summary

The Division of Tourism section of the Leon County FY 2020 Annual Budget is comprised of the Division of Tourism.

The Division of Tourism promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research. This division is fully supported by the Tourist Development Tax, also known as the “bed tax.”

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Division of Tourism’s Business Plan and the new FY 2019 - FY 2021 Tourism Strategic Plan communicates the continued alignment of the Board’s strategic priorities and initiatives with the division’s actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board’s priorities and serves as a gauge to assist the Division in measuring outcomes of the Strategic Plan.

2019 HIGHLIGHTS

The Division of Tourism continued their momentum with its 10th consecutive year of growth in producing economic benefit while promoting Leon County as a visitor destination. Tallahassee – Leon County was named one of Southern Living’s magazine’s Top 10 Best Cities in the South for 2019. In addition to increased visibility, viability and visitation, this recognition automatically elevates the destination and provides a halo effect for local economic development efforts. A total of \$375,000 was allocated for multi-day festivals and events to ensure historically successful events continue to receive funding and to address an increased number of new applicants requesting signature event grant funding. In partnership with the Downtown Improvement Authority, the Division of Tourism sponsored the extension of free Sundown Concert Series through the fall, further activating the Capital City Amphitheater. The FY 2019 budget provided an increase in the amount of \$250,000 for additional advertising and public relations services to support the growth of Leon County as a destination and continue to grow the tourism economy. To continue this effort, \$315,140 in additional marketing has been allocated.

Due to the outstanding success of Apalachee Regional Park and its continued growth as one of the Nation’s top cross country venues, the Division of Tourism increased its sports bid pool to address the numerous cross country events scheduled at Apalachee Regional Park (ARP). In support of the Apalachee Regional Park Master Plan, the Division of Tourism continues to work closely with the Division of Parks and Recreation throughout the implementation of improvements to the cross country area of the park in preparation for hosting the 2021 National Collegiate Athletic Association (NCAA) Division 1 Cross Country National Championships at Apalachee Regional Park. In FY 2019 the Division secured two additional statewide championship events for multiple years – Florida High School Athletics Association (FHSAA) Divisions 1A-3A Football at Gene Cox Stadium and FHSAA Cross Country State Championships at ARP.

The Division of Tourism also provided the Council on Culture & Arts (COCA) with a historical amount of funding by dedicating 1 cent of the Tourist Development Tax directly to COCA to support their mission of developing arts and culture in Florida’s capital region. FY 2019 was the fifth and final year that Tourism will provide ¼ cent of the Tourist Development Tax (paid in arrears – in 2020) to support COCA’s Capital Improvement Matching Grant Program.

The Division of Tourism began successful outreach and collaboration with the regional tourism offices (Wakulla, Franklin, Gadsden, Jefferson, Thomasville) until Hurricane Michael forced reprioritization of effort. The hurricane was devastating to our neighbors to the west. However, Leon County served as the base camp for the recovery efforts, resulting in significantly increased visitors, hotel occupancy rates, economic impact in the community and TDT collections.

During FY 2019, the downtown Tourism building at 106 E. Jefferson Street was sold by the County for \$2.2 million. Funds from the sale are for restoring and renovating the historic Amtrak Building near Railroad and Gaines Street as the new permanent home for the Visitor Information Center and Tourism staff in 2021. In the interim, Tourism has relocated its staff offices to the 5th floor of the County Annex Building and is leasing the space for the Visitor Center to remain in its current downtown location for continuity of service until the permanent location is complete.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|---|---|---|
| Division of Tourism Business Plan | | |
| Mission Statement | The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region. | |
| Strategic Priorities | <p>Economy</p> <ul style="list-style-type: none"> EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact. <p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. | |
| Strategic Initiatives October 1, 2017– September 30, 2022 | 1. Continue to work with FSU to host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (EC4) | Ongoing |
| | 2. Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (EC4) | Ongoing |
| | 3. Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (EC1, EC4) | Complete/ Ongoing |
| | 4. To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (Q4 , EC4) | Complete/ Ongoing |
| | 5. Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4) | Complete |
| | 6. Continue to work with FSU on the Civic Center Arena District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4) | In Progress |
| | 7. Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities to levy a sixth cent to support the convention center and arena district. (EC4) | Complete/ Ongoing |
| | 8. Raise awareness of County trails through the Division of Tourism Strategic Plan. | Ongoing |
| Actions | 1. A.) Staff will partner with Florida State Athletics to assemble future bids to host 2022-2024 NCAA cross country Regional and National Championships at Apalachee Regional Park. B.) In partnership with Florida State Athletics we will start preparation to host the 2021 National Collegiate Athletic Association Division One Cross County National Championships at Apalachee Regional Park. | FSU Athletics, NCAA, Hotel partners, Parks Department |
| | 2. A.) Continue meeting with Florida State Athletics to present the benefits of hosting a Preseason NFL Game. B.) Identify NFL Teams that would potentially participate. C.) Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium. D.) Develop a presentation to present to potential NFL teams previously identified. E.) Target hosting the NFL Preseason football game in fall of 2020 or 2021. | FSU, NFL, Florida Sports Foundation |

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Actions

- | | | |
|----|--|--|
| 3. | A.) Continue to work with the Division of Parks and Recreation through the final phase and start of construction on the permanent structures at Apalachee Regional Park, slated to begin in December 2019. B.) Work with the Division of Parks and Recreation and department of Community Media Relations to deploy a final construction grand opening celebration of the permanent buildings at Apalachee Regional Park Cross Country Course. | Parks Division, FSU, various community interests |
| 4. | A.) Continue to meet with Choose Tallahassee executive committee and full board as scheduled. B.) Restructured contract with Choose Tallahassee with same level of support and revised activities. | Choose Tallahassee Board |
| 5. | Cost analysis for weatherization of the City Amphitheater stage is complete and sound mitigation panels have been purchased. | Blueprint IA, City of Tallahassee |
| 6. | Continue to communicate with FSU staff and Leon County Office of Financial Stewardship relating to Civic Center District development. | FSU, Financial Stewardship |
| 7. | Monitor legislation with industry lobbyists while working with community partners to advance legislation in support of levying sixth cent. | FSU, FADMO, County Lobbyist, Hotel partners |
| 8. | A.) Highlight Tallahassee Trails and promote out-of-market and in-market. B.) Trailahassee.com overall users are up by 35% year-over-year with 25,000 users in FY19, up from 21,000 in FY18. C.) Create International Mountain Biking Association (IMBA) workgroup and began self-assessment process. Trailahassee.com overall users are up 40% year-over-year as people visit site more than once. D.) Create Tally's Top 10 Bike Brochure. | Parks Division, Zimmerman Agency, various community interests. |

Five-Year Targets and Goals

Bold Goal: *Grow the five-year tourism economy to \$5 billion.*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--------------------------------------|----------------|----------------|----------------------|----------------|---------|----------------|
| Tourism Economic Growth ² | \$.90 billion | \$.92 billion | \$.97 billion | \$.95 billion | TBD | \$3.74 billion |

Target: *Attract 80 state, regional, or national championships across all sports.*

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--------------------------------------|---------|---------|----------------------|---------|---------|-------|
| Championships Attracted ³ | 14 | 16 | 20 | 25 | TBD | 75 |

Target: *Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.*

| | FY 2017 | FY 2018 | FY 2019 ⁵ | FY 2020 | FY 2021 | Total |
|--|---------|---------|----------------------|---------|---------|--------|
| Concert Series Attendance ⁴ | 5,789 | 5,414 | 5,000 | 10,000 | TBD | 26,203 |

Notes:

- The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
- Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
- Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
- Staff anticipates attracting more concert attendees by enhancing the County's growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County's contractor to find high quality acts that will fill the Amphitheater rather than small frequent shows.
- The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 850,940 | 949,169 | 969,060 | - | 969,060 | 998,415 |
| Operating | 2,575,190 | 2,802,829 | 2,730,331 | 496,850 | 3,227,181 | 3,274,199 |
| Transportation | 1,075 | 410 | 580 | - | 580 | 580 |
| Grants-in-Aid | 1,673,684 | 2,214,525 | 1,795,362 | 324,100 | 2,119,462 | 2,154,516 |
| Total Budgetary Costs | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tourism Development | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Total Budget | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| 160 Tourism Development | 4,950,890 | 5,816,933 | 5,345,333 | 820,950 | 6,166,283 | 6,277,710 |
| Total Revenues | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tourism Development | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| Total Full-Time Equivalents (FTE) | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tourism Development | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total OPS Full-Time Equivalents (FTE) | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 850,940 | 949,169 | 969,060 | - | 969,060 | 998,415 |
| Operating | 2,575,190 | 2,802,829 | 2,730,331 | 496,850 | 3,227,181 | 3,274,199 |
| Transportation | 1,075 | 410 | 580 | - | 580 | 580 |
| Grants-in-Aid | 1,673,684 | 2,214,525 | 1,795,362 | 324,100 | 2,119,462 | 2,154,516 |
| Total Budgetary Costs | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Administration (160-301-552) | 520,743 | 524,785 | 565,237 | 43,000 | 608,237 | 616,512 |
| Advertising (160-302-552) | 1,450,762 | 1,566,473 | 1,566,473 | 50,000 | 1,616,473 | 1,666,473 |
| COCA Contract (001-888-573) | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| Council on Culture & Arts (COCA) (160-888-573) | 875,814 | 1,422,625 | 1,168,462 | - | 1,168,462 | 1,203,516 |
| Marketing (160-303-552) | 1,462,076 | 1,688,050 | 1,595,161 | 412,950 | 2,008,111 | 2,026,209 |
| Special Projects (160-304-552) | 641,495 | 615,000 | 450,000 | 315,000 | 765,000 | 765,000 |
| Total Budget | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| 160 Tourism Development | 4,950,890 | 5,816,933 | 5,345,333 | 820,950 | 6,166,283 | 6,277,710 |
| Total Revenues | 5,100,890 | 5,966,933 | 5,495,333 | 820,950 | 6,316,283 | 6,427,710 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Administration | 3.50 | 3.50 | 3.50 | - | 3.50 | 3.50 |
| Marketing | 8.50 | 8.50 | 8.50 | - | 8.50 | 8.50 |
| Total Full-Time Equivalentents (FTE) | 12.00 | 12.00 | 12.00 | - | 12.00 | 12.00 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Administration | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Marketing | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Total OPS Full-Time Equivalentents (FTE) | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development – (160-301,302,303,304,305-552)

| | |
|-----------------------------------|--|
| Goal | The goal of Tourism Development is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Maximize dollars available to market the destination. 2. Support programs and facilities that draw overnight visitors and maximize the return on investment. 3. Increase visitation during times of the year when there is low or decreased activities. 4. Provide effective and efficient visitor services programs. 5. Increase the awareness of the importance of the tourism industry to local residents. |
| Statutory Responsibilities | Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax." |
| Advisory Board | Tourist Development Council |

| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
|---|---|----------------|----------------|--------------------|------------------|
| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| BG1 | Grow the five-year tourism economy to \$5 billion. ¹ | \$0.90 Billion | \$0.92 billion | \$0.97 billion | \$0.95 billion |
| T1 | Attract 80 state, regional, or national championships across all sports. ² | 14 | 16 | 20 | 25 |
| T4 | Host 100,000 residents and visitors as part of the Amphitheater County Concert Series. ³ | 5,789 | 5,414 | 5,000 ⁴ | 10,000 |

Notes:

1. Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
2. Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
3. Staff anticipates attracting more concert attendees by enhancing the County's growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County's contractor to find high quality acts that will fill the Amphitheater rather than small frequent shows.
4. The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|-------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
| EC4 | Tourist Development Tax per penny | \$1,156,660 | \$1,199,917 | \$1,300,000 | \$1,268,000 |
| EC4 | Percent Change in Tourist Development Tax ¹ | 10% | 4% | 8% | -3.5% |
| EC4 | Number of total visitors to Leon County ¹ | 2,358,833 | 2,368,988 | 2,527,710 | 2,456,934 |
| EC4 | Percent Change in number of total visitors to Leon County ¹ | 2% | 0.4% | 6.7% | -2.8% |
| EC4 | Total Direct Visitor Economic Impact (billions) ¹ | \$0.90 | \$0.91 | \$0.97 | \$0.95 |
| EC4 | Percent Change in Direct Visitor Economic Impact ¹ | 6% | 1.6% | 7.1% | -2.4% |
| EC4 | Number of Direct Tourism Related Jobs ¹ | 14,354 | 14,573 | 15,331 | 14,856 |
| EC4 | Percent Change in the number of Direct Tourism Related Jobs ¹ | 5% | 1.5% | 5.2% | -3.1% |
| EC4 | Hotel Occupancy ² | 67% | 67% | 69% | 67% |
| EC4 | Hotel Revenue (millions) ² | \$134 | \$138 | \$147 | \$142 |
| EC4 | Percent Change in Hotel Revenue ¹ | 8% | 2.4% | 6.5% | -3.4% |

Notes:

1. Data estimates provided by Downs & St. Germain upon review of Tax Collector reports with Tourism staff. According to Downs & St. Germain the dip in FY 2020 is expected for two reasons: 1) FY 2019 benefited from Hurricane Michael; 2) The Legislative Session in FY19 was held in March/April, and in FY 2020 it is held in January/February.
2. Data provided by Smith Travel Research.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - COCA Contract (001-888-573)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| Total Budgetary Costs | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |
| Total Revenues | 150,000 | 150,000 | 150,000 | - | 150,000 | 150,000 |

The FY 2020 Budget is recommended at the same level funding as the previous year. These costs are related to the management costs of COCA administering the Cultural Grant Program.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - Administration (160-301-552)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 323,459 | 326,505 | 341,475 | - | 341,475 | 352,743 |
| Operating | 196,208 | 197,870 | 223,182 | 43,000 | 266,182 | 263,189 |
| Transportation | 1,075 | 410 | 580 | - | 580 | 580 |
| Total Budgetary Costs | 520,743 | 524,785 | 565,237 | 43,000 | 608,237 | 616,512 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 160 Tourism Development | 520,743 | 524,785 | 565,237 | 43,000 | 608,237 | 616,512 |
| Total Revenues | 520,743 | 524,785 | 565,237 | 43,000 | 608,237 | 616,512 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director Tourism Development | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Tourism Senior Operations Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Visitor Services Representative | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 3.50 | 3.50 | 3.50 | - | 3.50 | 3.50 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| TDC Consolidated OPS | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Total OPS Full-Time Equivalents (FTE) | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |

The major variances for the FY 2020 Tourism Development Administration Budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of \$43,000 are associated with the Board approved RFP for Industry Research Contract with Economic Impact Studies research services for \$40,000, and the Destination Marketing Association International (DMAI) impact calculator for \$3,000.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - Advertising (160-302-552)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 1,450,762 | 1,566,473 | 1,566,473 | 50,000 | 1,616,473 | 1,666,473 |
| Total Budgetary Costs | 1,450,762 | 1,566,473 | 1,566,473 | 50,000 | 1,616,473 | 1,666,473 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 160 Tourism Development | 1,450,762 | 1,566,473 | 1,566,473 | 50,000 | 1,616,473 | 1,666,473 |
| Total Revenues | 1,450,762 | 1,566,473 | 1,566,473 | 50,000 | 1,616,473 | 1,666,473 |

The major variances for the FY 2020 Tourism Development Advertising Budget are as follows:

Increase to Program Funding:

1. In support of Tourism Development's new Strategic Plan, contractual services in the amount of \$50,000 for additional advertising and public relation services to support the growth of Leon County as a destination and continue to grow the tourism economy.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - Marketing (160-303-552)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 527,481 | 622,664 | 627,585 | - | 627,585 | 645,672 |
| Operating | 928,221 | 1,038,486 | 940,676 | 403,850 | 1,344,526 | 1,344,537 |
| Grants-in-Aid | 6,375 | 26,900 | 26,900 | 9,100 | 36,000 | 36,000 |
| Total Budgetary Costs | 1,462,076 | 1,688,050 | 1,595,161 | 412,950 | 2,008,111 | 2,026,209 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 160 Tourism Development | 1,462,076 | 1,688,050 | 1,595,161 | 412,950 | 2,008,111 | 2,026,209 |
| Total Revenues | 1,462,076 | 1,688,050 | 1,595,161 | 412,950 | 2,008,111 | 2,026,209 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Senior Sports Sales Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Marketing & Communications Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sports Sales Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Leisure Travel Sales Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Visitor Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Marketing Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Meetings & Convention Sales Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Public Relations Marketing Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Visitor Services Representative | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 8.50 | 8.50 | 8.50 | - | 8.50 | 8.50 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| TDC Consolidated OPS | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Total OPS Full-Time Equivalents (FTE) | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |

The major variances for the FY 2020 Tourism Development Marketing Budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in the amount of \$150,000 for a total of \$250,00 to support the concert series at the Cascade's Park amphitheater.
3. Increase in the amount of \$83,000 associated with the Bid Pool for Sports Marketing and attracting meetings and conventions.
4. Increase for Community Relations in the amount of \$38,000, which includes Customer Service training for industry partners, sales calls to industry partners, and includes (4) Visit Tallahassee Industry Meetings and additional local events.
5. Increase for Grants in Aid is associated with additional industry related sponsorships and contributions.
6. Increase in the amount of \$21,500 in TDC merchandise distributed during events.
7. \$13,425 increase in promotional activities for attending events in the southeast to attract visitors to Leon County.
8. \$7,397 increase in travel and per diem for additional presence at conferences and events in surrounding states to attract visitors to Leon County.
9. \$5,700 increase in postage for additional marketing through local businesses as well as regional events.
10. \$2,628 in TDC sales and promotions.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - Special Projects (160-304-552)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 641,495 | 615,000 | 450,000 | 315,000 | 765,000 | 765,000 |
| Total Budgetary Costs | 641,495 | 615,000 | 450,000 | 315,000 | 765,000 | 765,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 160 Tourism Development | 641,495 | 615,000 | 450,000 | 315,000 | 765,000 | 765,000 |
| Total Revenues | 641,495 | 615,000 | 450,000 | 315,000 | 765,000 | 765,000 |

The major variances for the FY 2020 Tourism Development Special Projects budget are as follows:

| <i>Type of Event Grant</i> | <i>FY 2019</i> | <i>FY 2020</i> |
|----------------------------|----------------|----------------|
| Legacy | N/A | \$300,000 |
| Signature/Emerging | \$350,000* | \$235,000 |
| Special | 100,000 | 100,000 |
| Sports | 115,000 | 130,000 |
| Total | \$565,000 | \$765,000 |

*This does not include the \$24,378 carryforward for the Signature/Emerging Event Grant Program that the Board awarded to the Red Hills Horse Trials on October 23, 2018.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development - Council on Culture & Arts (COCA) (160-888-573)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 875,814 | 1,422,625 | 1,168,462 | - | 1,168,462 | 1,203,516 |
| Total Budgetary Costs | 875,814 | 1,422,625 | 1,168,462 | - | 1,168,462 | 1,203,516 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 160 Tourism Development | 875,814 | 1,422,625 | 1,168,462 | - | 1,168,462 | 1,203,516 |
| Total Revenues | 875,814 | 1,422,625 | 1,168,462 | - | 1,168,462 | 1,203,516 |

The FY 2020 budget reflects the budget-to-budget decrease in funding in the amount of \$254,163 to support the Council on Culture & Arts (COCA) per the contract with COCA. FY 2019 was the fifth year concluding the contractual obligations to provide ¼ cent of the Tourist Development Tax to support COCA's Capital Improvement Matching Grant Program. The FY 2019 forecast for the ¼ cent indicates that \$317,000 will be collected for distribution to COCA at year end.

The ¼ penny was reallocated to:

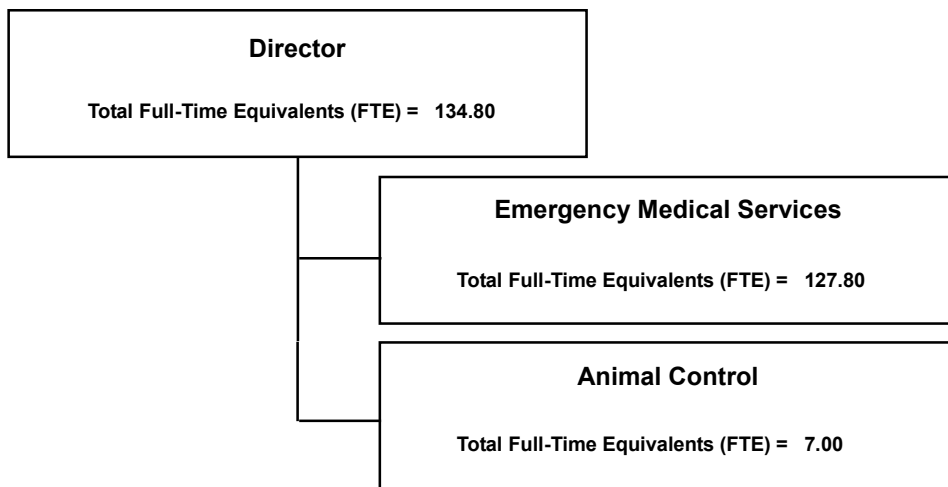
1. The Legacy Event funding in the amount of \$200,000.
2. Capital City Concert Series in the amount of \$92,000.

Leon County Fiscal Year 2020 Adopted Budget**Office of Public Safety**

| | |
|-----------------------------|---------|
| Organizational Chart | 16 - 2 |
| Executive Summary | 16 - 3 |
| Public Safety Business Plan | 16 - 4 |
| Public Safety Summary | 16 - 6 |
| Emergency Medical Services | 16 - 7 |
| Animal Control | 16 - 10 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety



Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety

Executive Summary

The Office of Public Safety section of the Leon County FY 2020 Annual Budget is comprised of Emergency Medical Services and Animal Control.

Emergency Medical Services provides emergency medical services to all residents of Leon County. Animal Control provides humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.

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

HIGHLIGHTS

Emergency Medical Services (EMS) continues to provide award-winning services through the delivery of cost-effective emergency treatment and transportation of the sick and injured. In February 2019, EMS was conferred another three-year accreditation from the Commission on Accreditation of Ambulance Services (CAAS). CAAS accreditation requires meeting strict national standards of excellence that signify EMS has met the "gold standard" for the ambulance industry. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS. In FY 2019, EMS continued its public education and risk reduction campaign which provides risk reduction and cardiopulmonary resuscitation (CPR) with automated external defibrillation (AED) training to citizens. The EMS Division's annual "Press the Chest" CPR community training event drew over 400 citizens. EMS was recognized by the National Association of EMTs as the National EMS Provider of the Year. EMS critical care paramedics became the first ground critical care ambulance transport team in Florida to achieve 100% of members being certified as Critical Care Paramedic-Certified by the International Board of Specialty Certification.

Animal Control is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals. Animal Services also provides training through the conduction of the animal bite prevention and safety program and advocates for the altering of animals to decrease pet overpopulation through educational programs and the distribution of vouchers for free or low cost spay and neutering of animals. Animal Control is also responsible for administering the \$71,250 injured wildlife contract for St. Francis Wildlife services.

| Leon County Fiscal Year 2020 Adopted Budget | | | |
|--|--|--|-----|
| Office of Public Safety Business Plan | | | |
| Mission Statement | <p>The mission of the Leon County Office of Public safety is to enrich, preserve and improve the lives of citizens and visitors to Leon County by:</p> <ol style="list-style-type: none"> Promoting safety through clinically superior and compassionate pre-hospital care and life safety education through the Division of Emergency Medical Services. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control. | | |
| Strategic Priorities | <p>Quality of Life</p> <ul style="list-style-type: none"> Q3 – Provide essential public safety infrastructure and services. Q4 – Support and promote access to basic health and welfare services to our community members most in need. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. | | |
| Strategic Initiatives October 1, 2017 – September 30, 2021 | <ol style="list-style-type: none"> Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) (Q3, Q4) Implement practices and strategies to further enhance the response to mass causality incidents; including the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (Q3, Q4) Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies. | <p>Ongoing</p> <p>Ongoing</p> <p>In Progress</p> | |
| Actions | <ol style="list-style-type: none"> <ol style="list-style-type: none"> Implementing additional data sharing systems with Tallahassee Memorial Hospital (TMH) & Capital Regional Medical Center(CRMC) and completing comprehensive medical protocol update. Participated in the CARE Cardiac Arrest Registry. Implemented new stroke patient treatment protocol. Partnered with Capital Area Healthy Start Coalition to provide infant CPR training programs to high-risk expectant mothers. Provide community risk reduction programs such as CPR and AED training. Continue participation in the Tallahassee Care Consortium. Continue participation with the multi-disciplinary quality meetings at TMH & CRMC Conducted research study to determine if outcomes varied for patients treated with an IV or an IO. Awarded 2018 Florida Department of Health EMS Matching Grants to improve and enhance pre-hospital emergency medical services. Complete a comprehensive Medical Protocol Update. | | EMS |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Public Safety

Actions

- 2.
 - A.) Continue to provide stop the bleed training to citizens and further incorporate the training into CPR training where appropriate.
 - B.) Evaluate mass causality equipment deployment strategies and modify approaches where appropriate.
 - C.) Partner with the Big Bend Healthcare Coalition and Leon County Schools in the deployment of stop the bleed kits at all K-12 schools in the County
 - D.) In cooperation with partner first response agencies, continue to develop response strategies to enhance the response to hostile events, including the development of a rescue task force response model.
 - E.) Place stop the bleed kits in County facilities and seek grant opportunities to supply stop the bleed kits to high risk facilities in the community.

- 3.
 - A.) Assist community partners with distribution of low/no cost spay and neutering vouchers.
 - B.) Implement neighborhood sweeps.
 - C.) Convene and assist community partners with the implementation of additional efforts aimed at increasing availability of spay and neutering services. Animal Control
 - D.) Provided funding for Be The Solution, Inc. pet overpopulation prevention activities.
 - E.) Presented an update on the Tallahassee Animal Services Shelter Operational Assessment

Bold Goals and Five-Year Targets

Target: Train 8,500 citizens in CPR/AEDs. (T5)

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--|---------|---------|----------------------|---------|---------|-------|
| Citizens trained in CPR/AED ² | 1,572 | 1,768 | 1,800 | 1,750 | TBD | 6,890 |

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. In order to train 8,500 citizens in CPR and AED use, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as the annual "Press the Chest" to reach out to the entire community.

Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 11,647,946 | 11,736,723 | 12,053,497 | 3,591 | 12,057,088 | 12,399,435 |
| Operating | 6,466,657 | 6,783,595 | 6,764,769 | 302,653 | 7,067,422 | 7,110,253 |
| Transportation | 365,710 | 453,745 | 454,107 | - | 454,107 | 454,107 |
| Capital Outlay | 30,063 | 38,000 | - | - | - | - |
| Grants-in-Aid | 71,250 | 71,250 | 71,250 | - | 71,250 | 71,250 |
| Total Budgetary Costs | <u>18,581,626</u> | <u>19,083,313</u> | <u>19,343,623</u> | <u>306,244</u> | <u>19,649,867</u> | <u>20,035,045</u> |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Emergency Medical Services | 17,207,424 | 17,604,362 | 17,840,384 | 209,375 | 18,049,763 | 18,394,381 |
| Animal Control | 1,374,202 | 1,478,951 | 1,503,239 | 96,865 | 1,600,104 | 1,640,664 |
| Total Budget | <u>18,581,626</u> | <u>19,083,313</u> | <u>19,343,623</u> | <u>306,244</u> | <u>19,649,867</u> | <u>20,035,045</u> |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 135 Emergency Medical Services MSTU | 17,207,424 | 17,604,362 | 17,840,384 | 209,375 | 18,049,763 | 18,394,381 |
| 140 Municipal Service | 1,374,202 | 1,478,951 | 1,503,239 | 96,865 | 1,600,104 | 1,640,664 |
| Total Revenues | <u>18,581,626</u> | <u>19,083,313</u> | <u>19,343,623</u> | <u>306,244</u> | <u>19,649,867</u> | <u>20,035,045</u> |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Animal Control | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Emergency Medical Services | 128.20 | 128.20 | 128.20 | (0.40) | 127.80 | 127.80 |
| Total Full-Time Equivalents (FTE) | <u>135.20</u> | <u>135.20</u> | <u>135.20</u> | <u>(0.40)</u> | <u>134.80</u> | <u>134.80</u> |
| | | | | | | |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Emergency Medical Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

| | |
|-----------------------------------|--|
| Goal | The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County. 2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County. 3. Provide medical coverage at special event venues. 4. Provide injury and disease prevention and community risk reduction training programs to citizens. 5. Provide bystander care educational programs to citizens. 6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use. 7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural. 8. Provide administrative oversight of the six volunteer fire departments. |
| Statutory Responsibilities | Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code |
| Advisory Board | Emergency Medical Services Advisory Council |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|-------------------|---|----------------------|---------------------|
| Q3 | Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room. | 41% | 18% ¹ |
| Q3 | Percent of requests for services that result in a patient transport | 68% | 63% ² |
| Q3 | EMS responses per 1,000 residents | 132.768 ⁴ | 76.786 ³ |

Benchmark source:

1. American Heart Association, 2015
2. Florida EMSTARS Database, 2015
3. International City/County Management Association FY15 Benchmark Data for Jurisdictions with 250,000-499,000 population
4. Due to the rate of increase in call volume outpacing the increase in population, Leon County far exceeds the standard benchmark.

Strategic Plan Bold Goals and Five-Year Targets

| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
|------------------|---|-----------------------|-----------------------|-------------------------|-------------------------|
| T11 | Train 8,500 citizens in CPR/AEDs between FY17-FY21¹ | 1,572 | 1,768 | 1,800 | 1,750 |

1. In order to train 8,500 citizens in CPR and AED use over the next five years, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as the annual "Press the Chest" to reach out to the entire community.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|-------------------|--|------------------------|------------------------|-------------------------|-------------------------|
| Q3 | Number of calls for service responded to. ¹ | 41,476 | 43,256 | 44,400 | 45,100 |
| Q3 | Number of transports made. ² | 28,392 | 29,884 | 30,300 | 30,800 |
| Q3, Q4 | Number of public education events conducted annually. ³ | 150 | 165 | 160 | 160 |
| Q3, Q4 | Number of public access Automated External Defibrillators (AEDs) registered with the Division. | 858 | 915 | 905 | 925 |
| Q3, | Percent of trauma alert patients correctly identified by paramedics annually. | 99% | 97% | 95% | 95% |
| Q3 | Percent of stroke alert patients correctly identified by paramedics annually. | N/A | 99% | 88% | 92% |
| Q3 | Percent of STEMI patients correctly identified by paramedics annually. ⁴ | 94% | 98% | 90% | 94% |
| Q3 | Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually. ⁴ | 100% | 100% | 95% | 95% |

Notes:

1. In FY 2018, the division experienced a 5% increase in the number of requests for service over the previous fiscal year.
2. Corresponding to the previous performance measure, actual transports to the hospital increased by 5.3% in FY 2018.
3. The division provided 165 public education and injury prevention programs for community groups to reduce the overall the overall community health risk.
4. ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 11,214,042 | 11,288,211 | 11,577,225 | - | 11,577,225 | 11,905,509 |
| Operating | 5,613,072 | 5,839,426 | 5,822,809 | 209,379 | 6,032,188 | 6,048,522 |
| Transportation | 350,247 | 438,725 | 440,350 | - | 440,350 | 440,350 |
| Capital Outlay | 30,063 | 38,000 | - | - | - | - |
| Total Budgetary Costs | <u>17,207,424</u> | <u>17,604,362</u> | <u>17,840,384</u> | <u>209,379</u> | <u>18,049,763</u> | <u>18,394,381</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 135 Emergency Medical Services MSTU | 17,207,424 | 17,604,362 | 17,840,384 | 209,379 | 18,049,763 | 18,394,381 |
| Total Revenues | <u>17,207,424</u> | <u>17,604,362</u> | <u>17,840,384</u> | <u>209,379</u> | <u>18,049,763</u> | <u>18,394,381</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Medical Director | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director Office of Public Safety & EMS Chief | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| EMS Division Manager | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| EMS Quality Improvement & Education Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| EMS Field Operations Supervisor | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| EMS Billing Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Charge Paramedic | 13.00 | 12.00 | 12.00 | 2.00 | 14.00 | 14.00 |
| Administrative Associate V | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Paramedic II (Level 1) - System Status | 12.00 | 13.00 | 14.00 | - | 14.00 | 14.00 |
| Paramedic I | 11.00 | 9.00 | 6.00 | - | 6.00 | 6.00 |
| EMS Medical Billing Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| EMT I | 3.00 | - | - | - | - | - |
| EMS Supply Technician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Paramedic I - Part-Time | 4.80 | 3.60 | 6.00 | (2.40) | 3.60 | 3.60 |
| EMT I - Part-Time | - | 1.20 | 0.60 | - | 0.60 | 0.60 |
| EMS Financial Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| EMT I - System Status | 9.00 | 3.00 | 8.00 | - | 8.00 | 8.00 |
| Paramedic I - System Status | 32.00 | 40.00 | 37.00 | - | 37.00 | 37.00 |
| Paramedic II (Level 1) - Part Time | 1.80 | 1.80 | - | - | - | - |
| Paramedic - System Status | 4.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Paramedic II (Level 2) - System Status | 2.00 | 2.00 | 4.00 | - | 4.00 | 4.00 |
| EMT II - System Status | 6.00 | 10.00 | 10.00 | - | 10.00 | 10.00 |
| Paramedic II (Level 1) | 2.00 | 1.00 | 2.00 | - | 2.00 | 2.00 |
| EMT II | 8.00 | 10.00 | 7.00 | - | 7.00 | 7.00 |
| EMT II - Part-Time | 0.60 | 0.60 | 0.60 | - | 0.60 | 0.60 |
| Financial Compliance Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | <u>128.20</u> | <u>128.20</u> | <u>128.20</u> | <u>(0.40)</u> | <u>127.80</u> | <u>127.80</u> |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| EMS Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 Adopted Budget**Office of Public Safety****Emergency Medical Services (135-185-526)**

The major variances for the FY 2020 Emergency Medical Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services increase due to annual adjustments to the Advanced Life Support agreement with the City of Tallahassee Fire Department (\$48,914), annual contractual adjustments to the EMS Billing Service fee (\$48,516), Risk Assessment to meet HIPAA compliance (\$30,000), Intermedix Billing & Technology Medicaid Agreement (\$30,000), and annual adjustments to the Electronic Patient Care Reporting service fee (\$3,070).
3. Operating supplies increase in the amount of \$43,065 reflects \$13,065 associated with increase in medical disposables, \$15,600 associated with an increase in medical supplies, and \$14,400 for new hire jackets, shoes and uniforms.
4. Repairs and maintenance increase in the amount of \$57,400 reflects \$12,400 associated with service contract for cardiac monitors and \$45,000 for stretchers and related accessories.
5. Vehicle coverage in the amount of \$1,828 indicating an increase in insurance premiums.
6. Vehicle repair in the amount of \$1,625.
7. Communication costs in the amount of \$1,025.

Decreases to Program Funding:

1. Personnel changes also included the conversion of 4 part-time paramedics to 2 full-time Charge Paramedics for a savings of \$22,481.
2. \$7,700 associated with lower costs of standardized medication dosing for EMS field personnel.
3. Fuel & oil in the amount of \$1,215, associated with lower fuel costs.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Public Safety

Animal Control (140-201-562)

| | |
|-----------------------------------|--|
| Goal | The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas. 2. Patrol for stray, nuisance, or dangerous animals including humane trapping. 3. Investigate allegations of neglect or cruelty to animals and resolve complaints. 4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan. 5. 24-hour emergency rescue and medical care of sick, diseased and/or injured domestic animals. 6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas. |
| Statutory Responsibilities | Leon County Code of Laws, Chapter 4 "Animals"; *Florida Statute Chapter 828 "Animals; Cruelty; Sales; Animal Enterprise Protection" *Florida Administrative Code, Chapter 64D-3 "Control of Communicable Diseases and Conditions Which May Significantly Affect Public Health" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Legal Fences and Livestock At Large" |
| Advisory Board | Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4, Section 4-93 (g)) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4, Section 4-32) |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|-------------------|---|-----------------------|---------------------------------|
| Q3, Q4 | Field deployed staff to population ¹ | 1:16,659 ¹ | 1:15,000 to 18,000 ² |

Notes:

1. Calculation based on unincorporated area population (99,951).
2. Florida Animal Control Association 2013 policy statement on recommended staffing.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|-------------------|---|------------------------|------------------------|-------------------------|-------------------------|
| Q3, Q4 | Maintain customer complaint rate at 5 per 1,000 calls received. ¹ | 1.0 | 2.0 | 5.0 | 5.0 |
| Q3, Q4 | Number of citations issued. ² | 133 | 113 | 150 | 150 |
| Q3, Q4 | Number of field service calls (bite and service calls including follow-ups). ³ | 3,347 | 4,624 | 4,100 | 4,100 |
| Q3, Q4 | Return 7% of lost pets to their owners annually. ⁴ | 3.2% | 2.7% | 7% | 7% |
| Q3, Q4 | Reduce field impounds at the Animal Shelter by 3% annually. ⁵ | 1% | 14% | 3% | 3% |

Notes:

1. The complaint rate
2. The division has continued a practice that emphasizes education and assistance prior to formal enforcement. Owner compliance has increased resulting in a 15% decrease in citations issued during FY18.
3. The increase in field service calls is attributed to the related follow-ups for citizen education and assistance.
4. The decrease is directly related to the lack of owners utilizing microchips for their pets.
5. The increase in FY18 is directly related to the lack of owners utilizing microchips for their pets.

Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety

Animal Control (140-201-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 433,904 | 448,512 | 476,272 | 3,591 | 479,863 | 493,926 |
| Operating | 853,585 | 944,169 | 941,960 | 93,274 | 1,035,234 | 1,061,731 |
| Transportation | 15,463 | 15,020 | 13,757 | - | 13,757 | 13,757 |
| Grants-in-Aid | 71,250 | 71,250 | 71,250 | - | 71,250 | 71,250 |
| Total Budgetary Costs | <u>1,374,202</u> | <u>1,478,951</u> | <u>1,503,239</u> | <u>96,865</u> | <u>1,600,104</u> | <u>1,640,664</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 140 Municipal Service | 1,374,202 | 1,478,951 | 1,503,239 | 96,865 | 1,600,104 | 1,640,664 |
| Total Revenues | <u>1,374,202</u> | <u>1,478,951</u> | <u>1,503,239</u> | <u>96,865</u> | <u>1,600,104</u> | <u>1,640,664</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Animal Control | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Animal Control Officer | 1.00 | 1.00 | 2.00 | - | 2.00 | 2.00 |
| Animal Control Officer | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Administrative Associate V | 1.00 | 1.00 | - | - | - | - |
| Total Full-Time Equivalents (FTE) | <u>7.00</u> | <u>7.00</u> | <u>7.00</u> | <u>-</u> | <u>7.00</u> | <u>7.00</u> |

The major variances for the FY 2020 Animal Control budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$93,274 associated with the agreement with the City of Tallahassee for the Animal Shelter.
3. Personnel costs in the amount of \$3,591 associated with the reclassification of an Administrative V position to a Sr. Animal Control Officer.

Decreases to Program Funding:

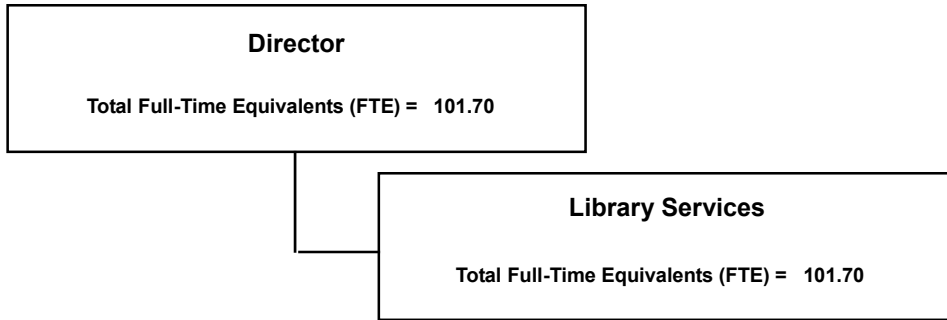
1. Reduction in transportation costs in the amount of \$3,570 due to decreased fuel consumption, offset by an increase in vehicle insurance coverage in the amount of \$1,351.

Leon County Fiscal Year 2020 Adopted Budget**Office of Library Services**

| | |
|--------------------------------|--------|
| Organizational Chart | 17 - 2 |
| Executive Summary | 17 - 3 |
| Library Services Business Plan | 17 - 4 |
| Library Services Summary | 17 - 5 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services



Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Executive Summary

The Office of Library Services section of the Leon County FY 2020 Annual Budget includes Library Policy, Planning & Operations, Library Public Services, and Library Collection Services. Library staff members offer services to library users and the public throughout the library system, with specialized services available at the Main Library.

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

HIGHLIGHTS

To inspire a love of reading and a life of learning, the Library offers a wide range of materials, programs and services for adults, teens and children. Books, movies, music, magazines and more are offered in a variety of formats, including print, audio and digital. Subscription online services provide newspaper and magazine articles, career and workforce development help, study guides, practice tests, consumer information and more. Library staff offer expertise, programming, and individual help with library materials, technology and resources. Public-access computers and printers, as well as free Wi-Fi, are available for users at every location.

The Summer Reading Program offers programs and enrichment at all library locations each summer. Throughout the year, children's Story Time, Baby Time and LEGO Club programs are offered, and book discussion groups meet at every location. Meeting rooms with Wi-Fi, smart TVs and projectors are widely used by the public. The Literacy Program continued to offer one-on-one tutoring in basic skills and English language classes. In FY19, the traditional family literacy program was replaced by individual workforce development assistance and computer skills training.

In FY19, the pilot mobile hotspots lending program was launched; these devices provide patrons with mobile internet access, working in tandem with the laptops, tablets and other digital media that are available for checkout in the effort to reduce barriers to internet access at home. The Telescope Lending Program continued to see tremendous demand, making telescopes available for checkout to any aspiring astronomer with a library card! In addition to the continuation of the successful Leon County Library Lecture Series, the library reinstated Booked for Lunch, a bimonthly lunchtime program featuring local and regional authors talking about their books. Stay and Play, a new weekly program for children and their adult caregivers, was established to provide socialization and fun for toddlers, preschoolers and their adult caregivers. The library has experienced success the fifth year of offering the Seed Library Program, a collaborative effort between the LeRoy Collins Leon County Public Library Systems, Sustainable Tallahassee and the UF/IFAS Leon Extension office – by the end of the year, 20,000 seed packets will be given out to patrons for the spring and fall planting months.

FY19 wrapped up with a tour of five outstanding Southeastern libraries, funded through a grant from the Knight Creative Communities Institute. This multi-city/state tour of innovative public library systems is designed to examine best practices of public libraries and explore how other communities have strategized to maintain and increase the relevancy of libraries. Drawing insight from acclaimed neighbors, Leon County will continue to build social infrastructure in FY20 by putting the best practices to work through strengthening the Library's role as a social hub and community resource. The tour results will be presented to the Board to consider implementing a variety of programs and services inspired by the tour, with special focuses on workforce development and youth literacy. With grant assistance from the National Endowment for the Arts, the Library will also engage the community by hosting its third Big Read, a one book, one community event featuring author and Leon County resident, Jeff VanderMeer's novel, *Borne*. The Big Read will offer activities and events across all seven library locations ensuring discussions and literary discovery in diverse neighborhoods through a wide range of audiences.

| Leon County Fiscal Year 2020 Adopted Budget | | | | | | | |
|--|--|---------------------|---------|----------------------|---------|----------|--------|
| Office of Library Services Business Plan | | | | | | | |
| Mission Statement | The mission of the Leon County Office of Library Services is to enrich the community by Inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning. | | | | | | |
| Strategic Priorities | <p>Quality of Life</p> <ul style="list-style-type: none"> Q2 – Provide relevant library offerings which promote literacy, life-long learning and social equity. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. | | | | | | |
| Strategic Initiatives October 1, 2017– September 30, 2021 | 1. Explore opportunities to increase high speed internet access through a “mobile hot spot” lending program. (Q2, G1) | | | | | Complete | |
| Actions | The Mobile Hotspot Lending Program was launched in July 2018. It was an instant success, generating more than 80 reserves within the first week. Responding to patron feedback, the loan period increased from one week to two weeks, as well as an increased amount of data per device. Mobile hotspots continue to be borrowed at a steady pace and alternative uses are being considered through the discoveries from the Innovative Libraries Tour. | | | | | | |
| Bold Goals and Five-Year Targets | <u>Target:</u> Double the number of downloadable books at the library. (Q3) | | | | | | |
| | | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
| | Downloadable E-books ³ | 10,002 ² | 11,771 | 12,375 | 13,954 | TBD | 13,954 |
| | <p>Notes:</p> <ol style="list-style-type: none"> The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget. At the start of the Fiscal Year 2017, Leon County’s libraries had 13,500 downloadable books in circulation. The numbers reported are a running total of the increase over the initial 6,000 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire. The substantial increase in the number of downloadable ebooks is due to the addition of 10,002 ebooks, 74% of the County’s five-year Target, when Leon County joined the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products. | | | | | | |

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 5,400,855 | 5,760,035 | 5,764,714 | - | 5,764,714 | 5,967,423 |
| Operating | 725,457 | 803,476 | 813,776 | - | 813,776 | 816,882 |
| Transportation | 2,214 | 4,070 | 4,125 | - | 4,125 | 4,125 |
| Capital Outlay | 654,391 | 632,505 | 632,505 | - | 632,505 | 632,505 |
| Total Budgetary Costs | <u>6,782,916</u> | <u>7,200,086</u> | <u>7,215,120</u> | <u>-</u> | <u>7,215,120</u> | <u>7,420,935</u> |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Services | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Total Budget | <u>6,782,916</u> | <u>7,200,086</u> | <u>7,215,120</u> | <u>-</u> | <u>7,215,120</u> | <u>7,420,935</u> |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Total Revenues | <u>6,782,916</u> | <u>7,200,086</u> | <u>7,215,120</u> | <u>-</u> | <u>7,215,120</u> | <u>7,420,935</u> |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Services | 101.70 | 101.70 | 101.70 | - | 101.70 | 101.70 |
| Total Full-Time Equivalentents (FTE) | <u>101.70</u> | <u>101.70</u> | <u>101.70</u> | <u>-</u> | <u>101.70</u> | <u>101.70</u> |
| | | | | | | |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services – (001-240,241,242-571)

| | |
|-----------------------------------|--|
| Goal | The goal of the LeRoy Collins Leon County Public Library System is to enrich the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials. 2. Provide reference, information and technology assistance and readers' advisory service in person, by telephone and electronically. 3. Provide programs and learning opportunities for all ages, including literacy services, Baby Time, Story Time, Summer Reading Program, teen and adult programs, book groups, and author presentations. 4. Offer online services, including online catalog, requests and reserves, subscription online resources, patron account management, events calendar, and information for library users. 5. Provide public access to internet computers, printers, typewriters, basic instruction and Wi-Fi. 6. Offer voter registration and space for supervised voting, free income tax forms and assistance, and meeting rooms for public usage. 7. Order, receive, catalog, and process all library collection materials. 8. Maintain integrity of system catalog and participate in the national library catalog database. 9. Maintain the public interface to the library system's catalog. 10. Maintain a library system-wide courier service. |
| Statutory Responsibilities | Leon County Code, Appendix C-Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B-2 "State Aid to Libraries Grant Program." |
| Advisory Board | Library Advisory Board |

| Benchmarking | | | |
|--------------|---|-------------|----------------------------|
| Priorities | Benchmark Data | Leon County | Benchmark |
| Q2 | Total Operating Expenditures Per Capita | \$23.19 | 14 th of 31 |
| Q2 | Collection Expenditures Per Capita | \$2.13 | 19 th of 31 |
| Q2 | Circulation Items Per Capita | 4.66 | 13 th out of 31 |
| Q2 | Square feet Per Capita (State Standard 0.6 sf) ² | 0.54 | 5 th out of 16 |
| Q2 | Children's Circulation Per Capita | 1.55 | 7 th out of 31 |
| Q2 | Population Per Full-Time Equivalent | 0.35/1,000 | 6 th out of 31 |
| Q2 | Percent of Population with Library Cards | 45% | 19 th out of 31 |

Benchmark Source:

1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2018 (most current vetted information) for libraries with service population 100,001-750,000.
2. Only 16 libraries in our service population category responded to this benchmark.

| Strategic Plan Bold Goals and Five-Year Targets | | | | |
|---|---|----------------|------------------|------------------|
| Reference | Measure | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| T9 | Double the number of downloadable books at the library ¹ | 11,771 | 12,375 | 13,954 |

Notes:

1. To achieve the five-year goal of doubling the number of downloadable ebooks from a collection of just over 6,000 to over 13,500, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.
2. In FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN) cooperative e-book purchase.

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services – (001-240,241,242-571)

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q2 | Number of total Library visits ¹ | 1,880,966 | 1,577,207 | 1,500,220 | 1,380,202 |
| Q2 | Number of items in Library Collection ² | 786,128 | 794,935 | 825,000 | 785,000 |
| Q2 | Number of total Material Circulation | 1,492,333 | 1,461,300 | 1,325,000 | 1,417,000 |
| Q2 | Number of total computer uses ³ | 703,453 | 740,455 | 809,370 | 866,026 |
| Q2 | Total public internet use in hours | N/A | 226,285 | 238,262 | 241,575 |
| Q2 | Number of new volumes cataloged | 42,972 | 35,653 | 42,000 | 37,000 |
| Q2 | Number of Library programs held | 1,159 | 1,410 | 1,200 | 1,250 |
| Q2 | Number of Library program attendance | 30,311 | 36,314 | 33,000 | 36,400 |
| Q2 | Track implementation of RDA and the number of entries that the library develops as the first record of a particular item for the shared international cataloging database ⁴ | 124 | 86 | 100 | 110 |
| G1 | Telescope Checkouts | N/A | 247 | 250 | 260 |
| Q2 | Library Cardholders | 114,047 | 122,807 | 138,154 | 146,754 |
| G1 | Followers on Social Media ⁵ | N/A | N/A | 7,340 | 8,074 |

Notes:

1. Library visits consists of: website hits, persons physically entering the library through the use of door counters and meeting room uses. Library visits declined 5%; however, downloadable checkouts, which do not require a visit to the library, increase 23%.
2. Despite steady increases in the number of downloadable materials added, overall collection size is revised downward to reflect database clean-up and discard projects.
3. Computer uses consists of: online databases, in-house computer uses, the number of netbooks checked out, Wi-Fi log-ins, and hot spot checkouts.
4. Resource Description and Access (RDA) is a cataloging standard for descriptive cataloging, providing instructions and guidelines on formulating bibliographic data.
5. Expanded the scope to include all social media platforms that are utilized by the Library, Facebook and Instagram - previous years only looked at the number of Facebook likes.

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 5,400,855 | 5,760,035 | 5,764,714 | - | 5,764,714 | 5,967,423 |
| Operating | 725,457 | 803,476 | 813,776 | - | 813,776 | 816,882 |
| Transportation | 2,214 | 4,070 | 4,125 | - | 4,125 | 4,125 |
| Capital Outlay | 654,391 | 632,505 | 632,505 | - | 632,505 | 632,505 |
| Total Budgetary Costs | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library - Policy, Planning, & Operations (001-240-571) | 844,052 | 891,914 | 909,660 | - | 909,660 | 927,097 |
| Library Collection Services (001-242-571) | 1,577,549 | 1,600,771 | 1,643,829 | - | 1,643,829 | 1,677,821 |
| Library Public Services (001-241-571) | 4,361,315 | 4,707,401 | 4,661,631 | - | 4,661,631 | 4,816,017 |
| Total Budget | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Total Revenues | 6,782,916 | 7,200,086 | 7,215,120 | - | 7,215,120 | 7,420,935 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library - Policy, Planning, & Operations | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Library Public Services | 82.70 | 82.70 | 82.70 | - | 82.70 | 82.70 |
| Library Collection Services | 13.00 | 13.00 | 13.00 | - | 13.00 | 13.00 |
| Total Full-Time Equivalentents (FTE) | 101.70 | 101.70 | 101.70 | - | 101.70 | 101.70 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Public Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services - Library - Policy, Planning, & Operations (001-240-571)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 459,700 | 456,376 | 465,087 | - | 465,087 | 482,396 |
| Operating | 384,352 | 435,538 | 444,573 | - | 444,573 | 444,701 |
| Total Budgetary Costs | 844,052 | 891,914 | 909,660 | - | 909,660 | 927,097 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 844,052 | 891,914 | 909,660 | - | 909,660 | 927,097 |
| Total Revenues | 844,052 | 891,914 | 909,660 | - | 909,660 | 927,097 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Director | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administration & Operations Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Library Budget & Collection Development Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Library Services Specialist | 1.00 | - | - | - | - | - |
| Administrative Associate V | 1.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Associate VI | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |

The major variances for the FY 2020 Library Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in the amount of \$9,035 related to communication system changes.

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services - Library Public Services (001-241-571)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 4,185,196 | 4,513,387 | 4,468,698 | - | 4,468,698 | 4,622,576 |
| Operating | 173,905 | 189,944 | 188,808 | - | 188,808 | 189,316 |
| Transportation | 2,214 | 4,070 | 4,125 | - | 4,125 | 4,125 |
| Total Budgetary Costs | 4,361,315 | 4,707,401 | 4,661,631 | - | 4,661,631 | 4,816,017 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 4,361,315 | 4,707,401 | 4,661,631 | - | 4,661,631 | 4,816,017 |
| Total Revenues | 4,361,315 | 4,707,401 | 4,661,631 | - | 4,661,631 | 4,816,017 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Literacy Project Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Library Special Services Coordinator | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Library Services Coordinator | 10.00 | 10.00 | 10.00 | - | 10.00 | 10.00 |
| Applications Systems Analyst II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Senior Library Assistant | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Senior Library Assistant | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Library Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Information Professional | 16.00 | 16.00 | 16.00 | - | 16.00 | 16.00 |
| Senior Library Services Specialist | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Library Services Specialist | 8.00 | 9.00 | 9.00 | - | 9.00 | 9.00 |
| Library Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | - | - | - | - | - |
| Computer Support Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Information Professional - PT Library | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| Services Specialist - PT | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Senior Library Assistant - PT | 6.70 | 6.70 | 6.70 | - | 6.70 | 6.70 |
| Library Assistant - PT | 11.50 | 11.50 | 11.50 | - | 11.50 | 11.50 |
| Total Full-Time Equivalents (FTE) | 82.70 | 82.70 | 82.70 | - | 82.70 | 82.70 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Library Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 Library Public Services budget are as follows:

Decreases to Program Funding:

1. Personnel costs related to new employees being hired at a lower rate than predecessors offset by the increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Costs associated with reduction in vehicle coverage (\$1,136).

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Library Services - Library Collection Services (001-242-571)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 755,958 | 790,272 | 830,929 | - | 830,929 | 862,451 |
| Operating | 167,200 | 177,994 | 180,395 | - | 180,395 | 182,865 |
| Capital Outlay | 654,391 | 632,505 | 632,505 | - | 632,505 | 632,505 |
| Total Budgetary Costs | 1,577,549 | 1,600,771 | 1,643,829 | - | 1,643,829 | 1,677,821 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,577,549 | 1,600,771 | 1,643,829 | - | 1,643,829 | 1,677,821 |
| Total Revenues | 1,577,549 | 1,600,771 | 1,643,829 | - | 1,643,829 | 1,677,821 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Senior Library Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Courier | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Information Professional | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Library Services Specialist | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Library Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 13.00 | 13.00 | 13.00 | - | 13.00 | 13.00 |

The major variances for the FY 2020 Library Collection Services budget are as follows:

Increases to Program Funding:

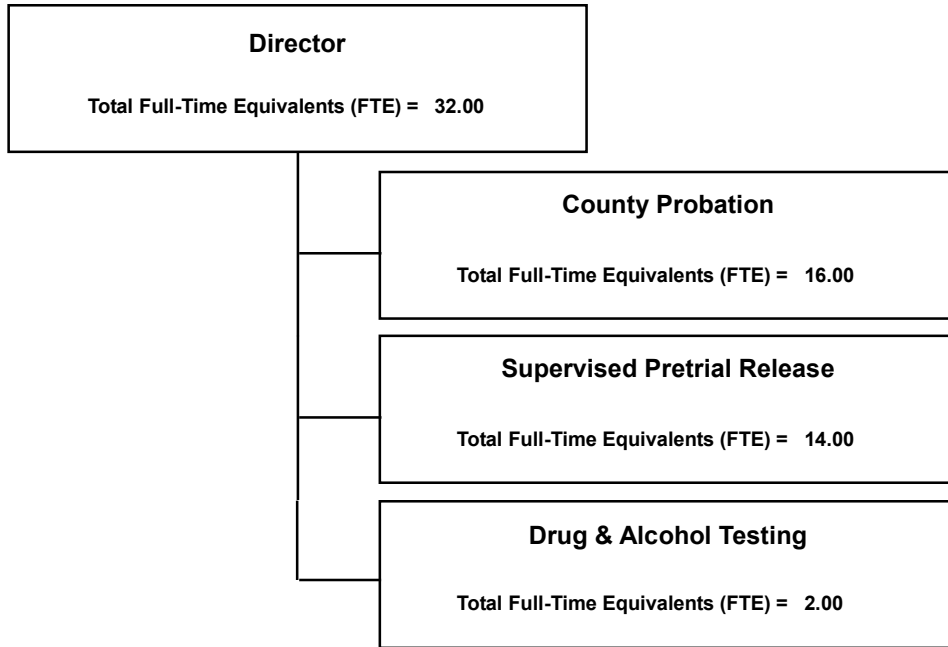
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services increased by \$2,401 due to cataloging charges and resource sharing and Interlibrary Loan (ILL) charges.

Leon County Fiscal Year 2020 Adopted Budget**Office of Intervention & Detention Alternatives**

| | |
|-----------------------------|---------|
| Organizational Chart | 18 - 2 |
| Executive Summary | 18 - 3 |
| Business Plan | 18 - 4 |
| Summary | 18 - 5 |
| County Probation | 18 - 6 |
| Supervised Pretrial Release | 18 - 11 |
| Drug & Alcohol Testing | 18 - 15 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives



Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Executive Summary

Office of Intervention & Detention Alternatives section of the Leon County FY 2020 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the Juvenile Assessment Center, the GPS Pre-Trial release monitoring and other necessary contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On December 24, 2017, the Board formally adopted the FY 2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Intervention & Detention Alternatives Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council, which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Doris Slosberg Driver Education Safety Act," The Juvenile Civil Citation Program, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

The Office of Intervention and Detention Alternatives (OIDA) participated in Court hearings held during the fifth annual Veterans Stand Down event by providing pretrial and probation services for homeless veterans. Staff continues to participate in educational outreach activities by speaking to university students in the classroom about professional careers in criminal justice as probation and pretrial release officers.

In October 2018, the Board adopted a legislative priority in support of offender re-entry programs available in Leon County and submitted a legislative funding request for FY 2019-2020. While the legislature did not approve the funding request, Leon County continues to support re-entry programs such as the Bethel Ready4Work Program and Disc Village's Leveraging Intervention for Transformations (LIFT) Program. In FY 2018-2019, the Board allocated more than \$100,000 to these programs to assist offenders with transitioning from custody back into the community with immediate and basic needs such as food, clothing, and shelter to more long-range services including life skills and vocational training, job placement assistance, behavioral health and/or substance abuse counseling or other primary healthcare services. The objective of these programs is to assist all citizens in attaining a better quality of life and reducing factors which may be impacting criminal activity.

With funds allocated through the Doris Slosberg Fund, a total of 883 students from five public high schools received road driving experience from a certified driver's education instructor.

The Office of Intervention and Detention Alternatives staff were awarded the Employee I2 (Innovator/Inspirator) Award Program for partnering with the Department of Corrections and U.S. Probation to host the second bi-annual Employment and Community Resource Fair to connect current and former offenders with local employers.

| Leon County Fiscal Year 2020 Adopted Budget | | |
|---|---|---|
| Office of Intervention & Detention Alternatives Business Plan | | |
| Mission Statement | The mission of the Leon County Office of Intervention and Detention Alternatives is to provide information to the courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and offenders, which hold them accountable, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being. | |
| Strategic Priorities | <p>Governance</p> <ul style="list-style-type: none"> G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. <p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. | |
| Strategic Initiatives October 1, 2017 – September 30, 2021 | 1. Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (Q4) | Ongoing / Complete |
| | 2. Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (Q4) | Ongoing / Complete |
| Actions | <p>1. A.) Continued participation in Data Driven Justice biweekly telephone conferences. (Q4)</p> <p>B.) OIDA staff participated in the Best Practices Implementation Academy sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) to learn about programs throughout the nation focused on reducing the number of individuals with substance abuse and mental health behaviors in the criminal justice system. (Q4)</p> <p>C.) OIDA staff completed training and certification to administer the Ohio Risk Assessment System with emphasis on the Pretrial Assessment Tool to assist in judicial decisions on release from custody and the Community Supervision Tool to develop case management plans and evaluate Veterans Treatment Court participants. (Q4)</p> <p>D.) OIDA staff in partnership with criminal justice and behavioral health stakeholders developed a Strategic Intercept Map (SIM) identifying programs and resources available in the community to assist individuals with mental illness at each step in the criminal justice system from pre-arrest to reentry into the community. (Q4)</p> | <p>Pretrial Release, Probation</p> <p>Pretrial Release, Probation, Drug and Alcohol Testing Division (DATD)</p> <p>Pretrial Release, Probation</p> <p>Pretrial Release, Probation</p> |
| | <p>2. A.) Partnered with Career Source Capital Region to refer Veterans Treatment Court participants to the Disabled Veterans Outreach Program for intensive focused case management services for veterans with barriers to employment. (Q4)</p> <p>B.) Working with Supervisor of Elections to assist former felons to register to vote. (Q4)</p> | <p>Pretrial Release, Probation</p> <p>Pretrial Release, Probation</p> |

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 2,056,382 | 2,220,889 | 2,261,077 | - | 2,261,077 | 2,341,753 |
| Operating | 389,938 | 500,242 | 499,092 | 150,294 | 649,386 | 649,481 |
| Capital Outlay | - | - | 3,200 | - | 3,200 | 200 |
| Grants-in-Aid | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Total Budgetary Costs | 2,694,078 | 2,968,890 | 3,011,128 | 150,294 | 3,161,422 | 3,239,193 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Probation | 1,451,651 | 1,585,176 | 1,590,954 | - | 1,590,954 | 1,633,134 |
| Supervised Pretrial Release | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Drug & Alcohol Testing | 126,120 | 154,163 | 170,349 | - | 170,349 | 174,230 |
| Total Budget | 2,694,078 | 2,968,890 | 3,011,128 | 150,294 | 3,161,422 | 3,239,193 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| 110 Fine and Forfeiture | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| 111 Probation Services | 2,346,319 | 2,621,131 | 2,663,369 | 150,294 | 2,813,663 | 2,891,434 |
| Total Revenues | 2,694,078 | 2,968,890 | 3,011,128 | 150,294 | 3,161,422 | 3,239,193 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Probation | 16.00 | 16.00 | 16.00 | - | 16.00 | 16.00 |
| Drug & Alcohol Testing | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Supervised Pretrial Release | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Total Full-Time Equivalentents (FTE) | 32.00 | 32.00 | 32.00 | - | 32.00 | 32.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation (111-542-523)

| | |
|-----------------------------------|---|
| Goal | The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well being. |
| Core Objectives | <ol style="list-style-type: none"> 1. Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses. 2. Execute affidavits of conditions violated to notify the courts when offenders violate court-ordered conditions. 3. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions. 4. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population. 5. Administer random alcohol testing to defendants with court orders to abstain. 6. Notify the Sheriff's Bailiffs to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office. 7. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences. 8. Maintain new cases as assigned by the courts with no loss of jurisdiction. 9. Notify the Clerk of Courts when offenders complete their terms of probation so case records may be closed. |
| Statutory Responsibilities | Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration. |
| Advisory Board | Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|------------|--|-------------|-----------|
| G4, Q4 | Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload. | 1.31 | 2.33 |

Benchmark Source: The American Probation and Parole Association (APPA), recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high-risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Probation staff for caseload management.

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|--|-----------------|-----------------|------------------|------------------|
| G4, Q4 | Average End of Month number of hours per case, per Probation Officer ¹ | 1.36 | 1.31 | 1.44 | 1.46 |
| G4, Q4 | Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. ² | 21% | 23% | 22% | 34% |
| Q4 | Schedule Work Program participants to defer Division of Operations labor costs by no less than \$100K annually (based upon min. wage only). ³ | \$193,169 | \$170,430 | \$117,480 | \$104,751 |
| Q4 | Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned. ⁴ | 76% | 76% | 74% | 74% |
| Q4 | Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies. ⁵ | 24 | 24 | 23 | 21 |

- Notes:
1. The Division continues to utilize automation to perform case management tasks below the APPA benchmark for monthly hours allocated per blended caseload.
 2. The Division anticipates a significant (11%) increase in the number of overall technical violation due to the current trend of violation among high risk offenders. Pre and post arrest diversion programs are successfully reducing the number of low risk offenders sentenced to probation.
 3. The Division anticipates a 31% decrease from FY18 actuals and continued decrease of 11% in FY20 in deferred labor costs due to a decline in the number of Work Program (WP) days completed. This can be attributed to fewer offenders being required to perform work program days as a condition of sentencing and administrative changes to the State Attorney's Diversion Program. Based on current data, the division anticipates the number of assigned work days to stabilize as reflected in FY20 estimates.
 4. The Division anticipates a 2% decrease in the number of participants successfully completing assigned Work Program days from FY18 actuals and based on current data the percentage is expected to remain consistent in FY20.
 5. The number of court-ordered assignments to probation remained level in FY 2018 with future estimates reflecting a trending decrease in participants expected to be court ordered to perform community service hours.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,074,250 | 1,197,487 | 1,204,175 | - | 1,204,175 | 1,246,296 |
| Operating | 129,642 | 139,930 | 139,020 | - | 139,020 | 139,079 |
| Grants-in-Aid | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Total Budgetary Costs | 1,451,651 | 1,585,176 | 1,590,954 | - | 1,590,954 | 1,633,134 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Probation (111-542-523) | 1,103,892 | 1,237,417 | 1,243,195 | - | 1,243,195 | 1,285,375 |
| Diversionsary Programs (110-508-569) | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| Line Item - Detention/Correction (001-888-523) | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Total Budget | 1,451,651 | 1,585,176 | 1,590,954 | - | 1,590,954 | 1,633,134 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| 110 Fine and Forfeiture | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| 111 Probation Services | 1,103,892 | 1,237,417 | 1,243,195 | - | 1,243,195 | 1,285,375 |
| Total Revenues | 1,451,651 | 1,585,176 | 1,590,954 | - | 1,590,954 | 1,633,134 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Probation | 16.00 | 16.00 | 16.00 | - | 16.00 | 16.00 |
| Total Full-Time Equivalentents (FTE) | 16.00 | 16.00 | 16.00 | - | 16.00 | 16.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - Line Item - Detention/Correction (001-888-523)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Total Budgetary Costs | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |
| Total Revenues | 247,759 | 247,759 | 247,759 | - | 247,759 | 247,759 |

The FY 2020 Detention/Correction budget is recommended at the same funding level as the previous year. This budget consists of outside agency funding of \$222,759 for Disc Village which maintains the operations of the Juvenile Assessment and Receiving Center (JARC) and \$25,000 for the Domestic Violence Coordinating Council which serves as the community's task force on domestic violence.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - Diversionary Programs (110-508-569)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| Total Budgetary Costs | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |
| Total Revenues | 100,000 | 100,000 | 100,000 | - | 100,000 | 100,000 |

The FY 2020 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. The Public Safety Coordinating Council (PSCC) recommends programs to be funded from the allocation to the Board for approval.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - County Probation (111-542-523)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,074,250 | 1,197,487 | 1,204,175 | - | 1,204,175 | 1,246,296 |
| Operating | 29,642 | 39,930 | 39,020 | - | 39,020 | 39,079 |
| Total Budgetary Costs | 1,103,892 | 1,237,417 | 1,243,195 | - | 1,243,195 | 1,285,375 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 111 Probation Services | 1,103,892 | 1,237,417 | 1,243,195 | - | 1,243,195 | 1,285,375 |
| Total Revenues | 1,103,892 | 1,237,417 | 1,243,195 | - | 1,243,195 | 1,285,375 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director, Office of IDA | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Probation/Pretrial Officer I | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Community Services Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Probation/Pre-trial Officer II (GPS) | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Senior Probation/Pretrial Officer | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Probation Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Intervention & Detention Alternatives Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Probation Technician | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Total Full-Time Equivalents (FTE) | 16.00 | 16.00 | 16.00 | - | 16.00 | 16.00 |

The major variances for the FY 2020 County Probation budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Decrease in operating of \$910 due to eliminating the shredding contract for confidential documents, which was realigned to Supervised Pretrial Release program.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

| | |
|-----------------------------------|---|
| Goal | The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being. |
| Core Objectives | <ol style="list-style-type: none"> 1. Screen and interview defendants booked in the Leon County jail on a 24/7 basis to assess whether defendants are eligible for release or must be held for First Appearance. Prepare information for the court's consideration at defendants' First Appearance hearings. 2. Supervise and monitor SPTR defendants' compliance with court ordered conditions; meet weekly on average with each defendant assigned to Secured Continuous Random Alcohol Monitoring (SCRAM). Provide oversight of private vendors managing Global Positioning Satellite (GPS); complete weekly phone contacts with defendants residing more than 50 miles outside of Leon County; and meet monthly on average with all other defendants. Defendants charged with misdemeanor, traffic and felony offenses may be ordered to SPTR. 3. Assist private vendor in monitoring defendants' GPS units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations for active GPS, or other equipment issues. Advise the defendant, if warranted, to take corrective action. 4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions. 5. Monitor defendants' SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol. 6. Administer random alcohol tests to offenders ordered by the courts to abstain. 7. Notify the Sheriff's Warrant Officers to execute in-office arrests of defendants with outstanding warrants when they are in the SPTR office. 8. Notify the courts of violations of imposed conditions. 9. Attend First Appearance and motion hearings and make recommendations to judges regarding a defendant's release. Notify Circuit probation when a Violation of Probation Warrant is issued by the First Appearance Judge and notify the jail's releasing staff of defendants ordered to SPTR at First Appearance. 10. Provide the Clerk of Courts with Probable Cause Affidavits, Florida Crime Information Center (FCIC)/ National Crime Information Center (NCIC) criminal histories, Pretrial Intake interviews, misdemeanor violation of conditions affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney's Office, Public Defender's Office or private attorneys. |
| Statutory Responsibilities | Florida Constitution, Section 14; Florida Statute, Chapter 907.041(3)(a); Florida Statute, Chapter 907.041(3)(b); Administrative Order 2019-05-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 097.043 Citizens' Right-to-Know. Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration. |
| Advisory Board | Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies. |

| Benchmarking | | | |
|---------------------|--|--------------------|------------------|
| Priorities | Benchmark Data | Leon County | Benchmark |
| G4, Q4 | Annual average workload hours per Pretrial Officer, per case, per month based upon defendant risk factors and blended caseloads. | 0.94 | 2.33 |

Benchmark Source: The American Probation and Parole Association (APPA), recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high-risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Pretrial staff for caseload management.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G4, Q4 | Average End of Month number of hours per case, per Pretrial Officer ¹ | .94 | .94 | .90 | .83 |
| G4,Q4 | Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised. ² | 8% | 9% | 9% | 10% |
| G4,Q4 | Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial. ³ | 78% | 77% | 78% | 76% |
| Q4 | Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives. ⁴ | \$13.4 | \$14.2 | \$16.0 | \$18.2 |

Notes:

1. The Division experienced an 16% increase in the number of defendants supervised by the program and based on current trends anticipates 20% continued growth in FY20. To address the increased number of assignments by the courts, one FTE was re-assigned to the Supervised Pretrial Release Division in FY18 and one additional FTE was re-assigned in FY19.
2. The Division anticipates a 1% overall increase in technical violations due to estimated 36 additional violations with 28% of those being in the moderate to high risk caseloads.
3. The Division experienced a nominal decrease in the number of defendants successfully completing pretrial supervision due to an increase in technical violations among moderate to high risk offenders.
4. The Division experienced a 16% increase over FY18 in the number of defendants assigned to the program and anticipate a minimum 20% increase in FY20 resulting in increased costs savings for based as a result of defendants being released from the detention facility.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 891,783 | 915,949 | 933,368 | - | 933,368 | 968,047 |
| Operating | 224,524 | 313,602 | 313,257 | 150,294 | 463,551 | 463,582 |
| Capital Outlay | - | - | 3,200 | - | 3,200 | 200 |
| Total Budgetary Costs | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Pretrial Release (111-544-523) | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Total Budget | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 111 Probation Services | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Total Revenues | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Pretrial Release | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Total Full-Time Equivalentents (FTE) | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - Pretrial Release (111-544-523)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 891,783 | 915,949 | 933,368 | - | 933,368 | 968,047 |
| Operating | 224,524 | 313,602 | 313,257 | 150,294 | 463,551 | 463,582 |
| Capital Outlay | - | - | 3,200 | - | 3,200 | 200 |
| Total Budgetary Costs | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 111 Probation Services | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Total Revenues | 1,116,307 | 1,229,551 | 1,249,825 | 150,294 | 1,400,119 | 1,431,829 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Pre-Trial Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Probation/Pre-trial Officer II (GPS) | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Senior Probation/Pretrial Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Drug Screening Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant Drug Screening Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Pre-Trial Technician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalents (FTE) | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |

The major variances for the FY 2020 Pretrial Release budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services increase in the amount to \$150,294 is associated with a new contract for global positioning satellite (GPS) monitoring and transdermal alcohol detection (TAD) as alternatives to incarceration for pre and post sentence offenders. The total contract amounts to \$360,000.
3. Capital Outlay increase in the amount of \$3,200 is the result of terminating a shredding contract and moving the assignment in-house. Funding that was previously dedicated to the contract is being realigned from Probation and Pretrial to help cover the cost of the purchase.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

| | |
|-----------------------------------|---|
| Goal | The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs. |
| Core Objectives | <ol style="list-style-type: none"> 1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to abstain. 2. Provide urinalysis and alcohol breath test results to all court-ordered defendants. 3. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post-accident, return to duty, and reasonable suspicion referrals. 4. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests. 5. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines. 6. Administer drug and alcohol tests to individuals referred by outside agencies. 7. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection. 8. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt. 9. Maintain records for all court-ordered urinalysis and alcohol testing. |
| Statutory Responsibilities | Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug-Free Work Place and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33. |
| Advisory Board | Criminal Justice Coordinating Council; Public Safety Coordinating Council |

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q4 | Number of alcohol tests administered annually to court ordered defendants ¹ | 15,601 | 14,206 | 15,563 | 14,271 |
| Q4 | Number of urinalysis tests administered annually to court ordered defendants ² | 11,475 | 11,873 | 11,722 | 10,842 |
| G4, Q4 | Number of urinalysis collections performed annually for other agencies ³ | 464 | 540 | 466 | 348 |
| G4, Q4 | Number of DOT alcohol tests administered annually ⁴ | 20 | 17 | 15 | 14 |
| Q4 | Fees collected for alcohol tests ⁵ | \$88,683 | \$92,303 | \$103,152 | \$62,664 |
| Q4 | Fees collected for urinalysis tests ⁶ | \$167,463 | \$145,580 | \$152,609 | \$147,919 |

Notes:

1. The Division anticipates an 9% decrease from the number of tests estimated for FY20 vs. FY19 estimates due to fewer post sentence assignments and less frequent testing requirements by the court.
2. The Division anticipates an 8% decrease from the number of tests estimated for FY20 vs. FY19 due to fewer post sentence assignments and the cyclical participant levels of Veterans Treatment Court which requires more frequent urinalysis testing.
3. The number of urinalysis tests performed for other agencies is estimated to decline by 35% from FY 2018 and 25% from FY 2019 estimates due to services available through private vendors in surrounding counties.
4. Random DOT (Department of Transportation) alcohol tests are administered at the discretion of the Risk Manager.
5. The Division anticipates a 32% decrease in alcohol testing fees from FY 2018 and 39% decrease from FY 2019 estimates due to a 28% decline in the average number of defendants monitored by SCRAM (Secure Continuous Remote Alcohol Monitoring) each month.
6. Due to an increase in the court approved fee accruals, DATD experienced a 13% decrease in fees collected for urinalysis tests in FY18. The Division anticipates a marginal increase in urinalysis testing fees due to the cyclical participant levels of Veterans Treatment Court and the corresponding testing frequency.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 90,349 | 107,453 | 123,534 | - | 123,534 | 127,410 |
| Operating | 35,772 | 46,710 | 46,815 | - | 46,815 | 46,820 |
| Total Budgetary Costs | 126,120 | 154,163 | 170,349 | - | 170,349 | 174,230 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 111 Probation Services | 126,120 | 154,163 | 170,349 | - | 170,349 | 174,230 |
| Total Revenues | 126,120 | 154,163 | 170,349 | - | 170,349 | 174,230 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Drug Screening Technician | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Drug Screening Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |

The major variances for the FY 2020 Drug & Alcohol Testing budget are as follows:

Increases to Program Funding:

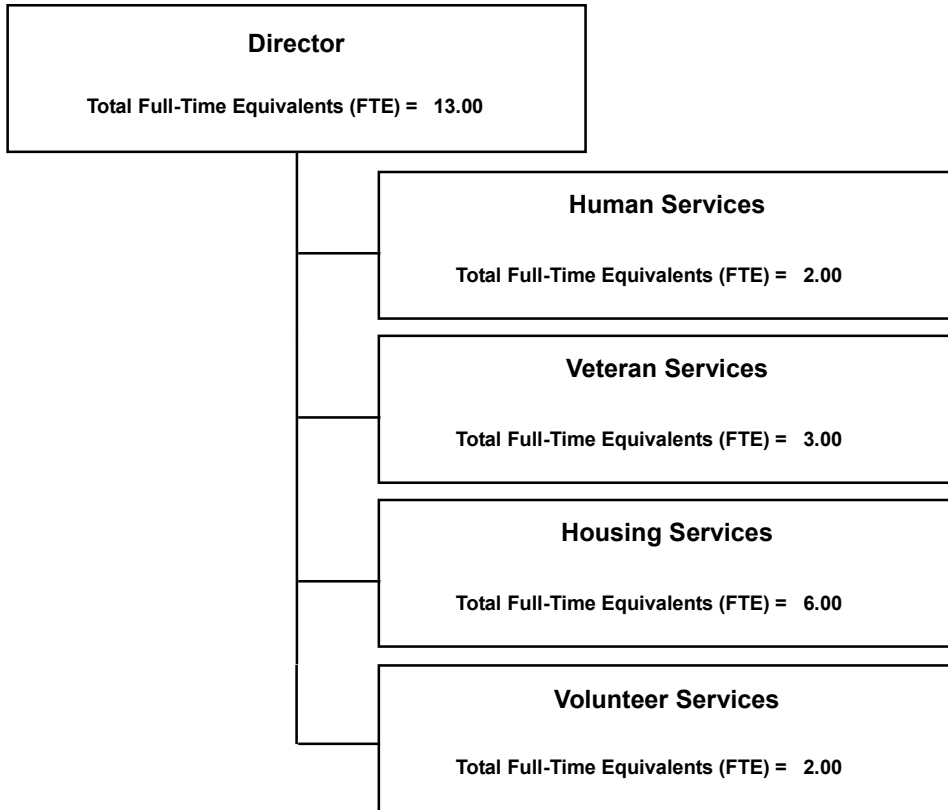
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget**Office of Human Services & Community Partnerships**

| | |
|----------------------|---------|
| Organizational Chart | 19 - 2 |
| Executive Summary | 19 - 3 |
| Business Plan | 19 - 4 |
| Budget Summary | 19 - 5 |
| Human Services | 19 - 6 |
| Primary Healthcare | 19 - 14 |
| Veteran Services | 19 - 16 |
| Housing Services | 19 - 19 |
| Volunteer Services | 19 - 24 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships



Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2020 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare, Veteran Services and Volunteer Services.

The Office of Human Services and Community Partnerships promotes and maintains the health, safety, and welfare of all Leon County citizens. The Housing Services Division provides assistance to very low to moderate income residents of the unincorporated areas of Leon County through its rehabilitation, homeownership counseling, foreclosure assistance and down payment assistance programs. Human Services administers the funding associated with human services activities consistent with State mandates, Board policies, and Leon County's mission. The Primary Healthcare Program administers the funding and provides contractual oversight of the CareNet providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with processing benefit claims. Volunteer Services empowers citizens to answer local needs through volunteerism and community engagement.

On January 24, 2017, the Board formally adopted the FY 2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Human Services and Community Partnerships communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Housing Services continues to implement multiple strategies aimed at meeting the housing needs of extremely low to moderate income households. Housing Services primary program types include: emergency short term & permanent housing repair, home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of unincorporated Leon County. Through these programs, which include partnerships with community stakeholders, Housing Services facilitated the completion of more than 70 projects and invested nearly \$1,000,000 in FY 2019.

Human Services provides oversight to the human services activities for Leon County residents consistent with State mandates, Board policies, and Leon County's mission. Human Services administers the funding for Medicaid, Child Protection Exams, Baker Act, mental health, tubercular care, direct emergency assistance, and indigent burial programs. The division is also responsible for overseeing the County's participation in the Community Human Services Partnership (CHSP). In FY 2019, the Board increased its CHSP funding by \$100,000 for a total of \$1.3 million to support for human services agencies in Leon County. The Board also engaged a consultant to conduct a comprehensive human services needs assessment to identify the areas of highest human needs in the community. The study is expected to result in recommendations to address reevaluation of the existing CHSP human categories and associated funding allocations. In addition, the study will recommend potential uniform outcome measures for each category to evaluate the effectiveness of CHSP funded programs.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare, dental and mental health services to low income and uninsured Leon County residents in an efficient and cost-effective manner. This is accomplished through the administration of primary healthcare funding. In addition, the Primary Healthcare Program manages the contracts of local healthcare providers (CareNet) participating in the Primary Healthcare Program. In FY 2019, \$597,942 in Low Income Pool match dollars was used from the Primary Healthcare Providers Pool and Baker/Marchman funding for CareNet providers to access an additional \$1,042,604 in funding for primary and mental healthcare services for uninsured residents.

Veteran Services is responsible for administering the County Military Grant Program, providing counseling and assistance to veterans and their dependents, processing benefit claims and serves as the Veteran Liaison for the local community. In FY 2019, the Veteran Emergency Assistance Program (VEAP) was returned to in-house administration by Veteran Services staff. VEAP offers emergency assistance to low-income Veterans for utilities, rent and other basic needs.

Volunteer Services through the Volunteer LEON brand continues to be the leader in promoting volunteerism and community engagement in Leon County. Annually, Volunteer Services provides local organizations and agencies training on volunteer management. Volunteer Services also coordinates the Big Bend Community Organization Active Disaster (COAD) which is an organization composed of community and faith-based groups that collaborate in the planning and coordination of volunteers and resources during emergency events. Additionally, Volunteer Services oversees the County's Summer Youth Training Program, which offers Leon County youth ages 14-26 the opportunity to gain employment with the County for a four to six-week period.

| Leon County Fiscal Year 2020 Adopted Budget | | | | | | | |
|---|---|----------------------|--------------|----------------------|--------------|---------|----------------|
| Office of Human Services & Community Partnerships Business Plan | | | | | | | |
| Mission Statement | The mission of the Leon County Office of Human Services and Community Partnerships is to build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need, in partnership with our community. | | | | | | |
| Strategic Priorities | <p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. Q5 – Support strong neighborhoods. Q7 – Assist local veterans and their dependents with securing entitled benefits and advocating their interests. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, civility, and the highest standards of public service. G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. | | | | | | |
| Strategic Initiatives October 1, 2017– September 30, 2021 | 1. Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (Q4, G1, G5) | Complete | | | | | |
| | 2. Implement the Joint County-City Affordable Housing Work Group's recommendations to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (Q4, Q5) | In Progress | | | | | |
| | 3. Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (Q7) | Complete/ Ongoing | | | | | |
| | 4. Continue County support of primary healthcare through participation in CareNet in order to increase access to affordable healthcare for those in need. (Q4) | Complete/ Ongoing | | | | | |
| | 5. Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (Q7) | In Progress | | | | | |
| | 6. Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (Q4) | In Progress | | | | | |
| Actions | 1. Worked with the City of Tallahassee to draft a new Memorandum of Understanding for the allocation of CHSP funds. | Human Services | | | | | |
| | 2. Through a competitive process, selected Tallahassee Lender's Consortium to serve as a Community Land Trust in order to create additional affordable housing opportunities. | Housing Services | | | | | |
| | 3. Host in partnership with the Honor Flight Tallahassee, the Honor Flight Reunion Dinner recognizing National Pearl Harbor Remembrance Day. | Veteran Services | | | | | |
| | 4. Consideration of FY 2020 funding for the Carenet Program. | Primary Healthcare | | | | | |
| | 5. Establish procedures with Human Resources to connect Veterans that apply for a County position with Veteran Services to ensure access available to local, state and federal benefits. (Q7) | Veteran Services | | | | | |
| | 6. Present the results of the comprehensive human service needs assessment to the Board in Fall 2019. | Human Services | | | | | |
| Five-Year Targets and Bold Goals | Bold Goal: <i>Secure more than \$100 million in Veteran Affairs (VA) benefits for Leon County veterans and their families. (BG3)</i> | | | | | | |
| | | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
| | Veteran Affairs Benefits ² | \$38,604,146 | \$18,492,095 | \$22,821,263 | \$23,676,120 | TBD | \$ 103,593,624 |
| Notes: | | | | | | | |
| 1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete by the VA, so actual reporting was unavailable. Updated will be provided in the FY 2021 Budget. | | | | | | | |
| 2. The estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County. | | | | | | | |

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 899,548 | 1,009,857 | 1,043,179 | 15,000 | 1,058,179 | 1,093,446 |
| Operating | 2,375,683 | 2,554,042 | 2,557,945 | 56,354 | 2,614,299 | 2,614,340 |
| Transportation | 205 | 2,500 | 1,566 | - | 1,566 | 1,566 |
| Grants-in-Aid | 6,062,476 | 5,425,164 | 5,532,840 | 262,809 | 5,795,649 | 5,727,467 |
| Total Budgetary Costs | 9,337,912 | 8,991,563 | 9,135,530 | 334,163 | 9,469,693 | 9,436,819 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Human Services | 7,453,186 | 7,699,865 | 7,806,497 | 314,663 | 8,121,160 | 8,233,662 |
| Veteran Services | 329,351 | 358,013 | 371,598 | - | 371,598 | 377,273 |
| Housing Services | 1,362,895 | 726,426 | 745,596 | 15,000 | 760,596 | 603,047 |
| Volunteer Services | 192,480 | 207,259 | 211,839 | 4,500 | 216,339 | 222,837 |
| Total Budget | 9,337,912 | 8,991,563 | 9,135,530 | 334,163 | 9,469,693 | 9,436,819 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 8,328,420 | 8,824,240 | 8,960,530 | 334,163 | 9,294,693 | 9,436,819 |
| 124 SHIP Trust | 809,492 | 167,323 | 175,000 | - | 175,000 | - |
| 140 Municipal Service | 200,000 | - | - | - | - | - |
| Total Revenues | 9,337,912 | 8,991,563 | 9,135,530 | 334,163 | 9,469,693 | 9,436,819 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Housing Services | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Human Services | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Veteran Services | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Volunteer Services | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | 13.00 | 13.00 | 13.00 | - | 13.00 | 13.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 126,286 | 132,551 | 145,184 | - | 145,184 | 150,868 |
| Operating | 2,255,187 | 2,460,373 | 2,454,373 | 51,854 | 2,506,227 | 2,506,227 |
| Grants-in-Aid | 5,071,712 | 5,106,941 | 5,206,940 | 262,809 | 5,469,749 | 5,576,567 |
| Total Budgetary Costs | 7,453,186 | 7,699,865 | 7,806,497 | 314,663 | 8,121,160 | 8,233,662 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Baker Act & Marchman Act (001-370-563) | 584,976 | 638,156 | 638,156 | - | 638,156 | 638,156 |
| CHSP & Emergency Assistance (001-370-569) | 1,256,181 | 1,370,293 | 1,480,524 | - | 1,480,524 | 1,483,122 |
| Health Department (001-190-562) | 237,345 | 237,345 | 237,345 | - | 237,345 | 237,345 |
| Medicaid & Indigent Burials (001-370-564) | 2,946,599 | 3,101,226 | 3,101,225 | 234,447 | 3,335,672 | 3,433,810 |
| Medical Examiner (001-370-527) | 480,998 | 460,225 | 460,225 | 80,216 | 540,441 | 549,121 |
| Primary Health Care (001-971-562) | 1,693,836 | 1,831,620 | 1,828,022 | - | 1,828,022 | 1,831,108 |
| Primary Health Care-Trauma Center (140-971-562) | 200,000 | - | - | - | - | - |
| Tubercular Care & Child Protection Exams (001-370-562) | 53,250 | 61,000 | 61,000 | - | 61,000 | 61,000 |
| Total Budget | 7,453,186 | 7,699,865 | 7,806,497 | 314,663 | 8,121,160 | 8,233,662 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 7,253,186 | 7,699,865 | 7,806,497 | 314,663 | 8,121,160 | 8,233,662 |
| 140 Municipal Service | 200,000 | - | - | - | - | - |
| Total Revenues | 7,453,186 | 7,699,865 | 7,806,497 | 314,663 | 8,121,160 | 8,233,662 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| CHSP & Emergency Assistance | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Primary Health Care | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Human Services (001-370-527,562,563,564,569)

| | |
|----------------------------|--|
| Goal | To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance. |
| Core Objectives | <ol style="list-style-type: none"> Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons; Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and Medical Examiner's Office. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program (DEAP). Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee to effectively distribute community funds for human services throughout Leon County. |
| Statutory Responsibilities | <p>Florida Statute 406.50 mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent.</p> <p>Florida Statute 39.304(5) requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected.</p> <p>Florida Statute 406.08 requires county governments to pay the Medical Examiner the costs of fees, salaries, and expenses; transportation; and facilities.</p> |
| Advisory Board | None |

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|-------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
| Q4 | Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program. | 43 | 52 | 50 | 50 |
| Q4 | Number of child protection exams paid. | 196 | 160 | 200 | 200 |
| Q4 | Number of families served by the Direct Emergency Assistance Program (DEAP). ¹ | 298 | 5 | 100 | 100 |
| Q4 | Number of CHSP agencies funded. ² | N/A | 50 | 50 | 55 |

Notes:

- Due to a policy change of the Salvation Army, the County contracted with Capital Area Community Action Agency in May 2018 to administer the DEAP program for the remainder of the year. Progress was delayed due to County staff having to conduct trainings on eligibility screening protocol.
- This is a new performance measure for Human Services, created for the FY19 budget cycle. Figures for FY 2017 are not applicable. However, 50 CHSP agencies were funded in FY 2018 with an estimated increase in FY 2020.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Health Department (001-190-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 237,345 | 237,345 | 237,345 | - | 237,345 | 237,345 |
| Total Budgetary Costs | 237,345 | 237,345 | 237,345 | - | 237,345 | 237,345 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 237,345 | 237,345 | 237,345 | - | 237,345 | 237,345 |
| Total Revenues | 237,345 | 237,345 | 237,345 | - | 237,345 | 237,345 |

The FY 2020 Health Department budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Medical Examiner (001-370-527)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | - | 54,605 | 54,605 | 51,854 | 106,459 | 106,459 |
| Grants-in-Aid | 480,998 | 405,620 | 405,620 | 28,362 | 433,982 | 442,662 |
| Total Budgetary Costs | 480,998 | 460,225 | 460,225 | 80,216 | 540,441 | 549,121 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 480,998 | 460,225 | 460,225 | 80,216 | 540,441 | 549,121 |
| Total Revenues | 480,998 | 460,225 | 460,225 | 80,216 | 540,441 | 549,121 |

The major variances for the FY 2020 Medical Examiner budget are as follows:

Increases to Program Funding:

1. Additional \$51,854 is associated with biomedical waste disposal, laundry services, morgue supplies and increased operating costs for the Medical Examiner. In a full year of operation at the Medical Examiner Facility, those costs are recovered by a morgue use facility fee for the counties in the Medical Examiner district using the Medical Examiner Facility.
2. An increase in the Medical Examiner Contract (\$28,362) to cover autopsy services and pathology.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 53,250 | 61,000 | 61,000 | - | 61,000 | 61,000 |
| Total Budgetary Costs | 53,250 | 61,000 | 61,000 | - | 61,000 | 61,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 53,250 | 61,000 | 61,000 | - | 61,000 | 61,000 |
| Total Revenues | 53,250 | 61,000 | 61,000 | - | 61,000 | 61,000 |

The FY 2020 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous year.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Baker Act & Marchman Act (001-370-563)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 584,976 | 638,156 | 638,156 | - | 638,156 | 638,156 |
| Total Budgetary Costs | 584,976 | 638,156 | 638,156 | - | 638,156 | 638,156 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 584,976 | 638,156 | 638,156 | - | 638,156 | 638,156 |
| Total Revenues | 584,976 | 638,156 | 638,156 | - | 638,156 | 638,156 |

The FY 2020 Baker Act & Marchman Act budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Medicaid & Indigent Burials (001-370-564)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 2,946,599 | 3,101,226 | 3,101,225 | 234,447 | 3,335,672 | 3,433,810 |
| Total Budgetary Costs | 2,946,599 | 3,101,226 | 3,101,225 | 234,447 | 3,335,672 | 3,433,810 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 2,946,599 | 3,101,226 | 3,101,225 | 234,447 | 3,335,672 | 3,433,810 |
| Total Revenues | 2,946,599 | 3,101,226 | 3,101,225 | 234,447 | 3,335,672 | 3,433,810 |

The major variances for the FY 2020 Medicaid & Indigent Burials are as follows:

1. The County's portion of State Medicaid increase by \$234,447 as required by State statute.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - CHSP & Emergency Assistance (001-370-569)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 52,474 | 55,293 | 65,524 | - | 65,524 | 68,122 |
| Operating | 50,187 | 13,250 | 13,250 | - | 13,250 | 13,250 |
| Grants-in-Aid | 1,153,520 | 1,301,750 | 1,401,750 | - | 1,401,750 | 1,401,750 |
| Total Budgetary Costs | 1,256,181 | 1,370,293 | 1,480,524 | - | 1,480,524 | 1,483,122 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,256,181 | 1,370,293 | 1,480,524 | - | 1,480,524 | 1,483,122 |
| Total Revenues | 1,256,181 | 1,370,293 | 1,480,524 | - | 1,480,524 | 1,483,122 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Human Services Analyst | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 Community Human Services Partnership & Emergency Assistance budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Grants-in-Aid increase in the amount of \$100,000 associated with increased funding for the Community Human Services Partnership Program (C.H.S.P.) for the two-year grant cycle FY2019-2020 approved at the September 18, 2018 Board meeting.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Primary Healthcare (001-971-562)

| | |
|----------------------------|---|
| Goal | To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships. |
| Core Objectives | <ol style="list-style-type: none"> 1. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents. 2. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare. 3. Provide administrative and fiduciary oversight to ensure program and contract compliance. 4. Collaborate with CareNet partners and other community partners to achieve program goals. 5. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> • Medicaid, which covers nursing home and hospital stays for eligible residents; • Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county; • Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs; • Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act; and • Tubercular Care, which funds transportation costs for tuberculosis patients for treatment. |
| Statutory Responsibilities | <p>Florida Statute 154.011 requires that a county offer primary care services through contracts for Medicaid recipients and other qualified low-income persons.</p> <p>Florida Statute 409.915 requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients.</p> <p>Florida Statute 154.301-331 (HCRA) requires counties reimburse out-of-county hospitals at the Medicaid per diem rate for emergency care provided to the county's indigent residents.</p> <p>Florida Statute 394.76 requires that state funds expended for mental health, alcohol, and drug abuse be matched on a 75 to 25 state to local basis.</p> <p>Florida Statute 392.68 requires county governments to pay all fees, mileage, and charges to sheriff for the transport of tuberculosis patients.</p> |
| Advisory Board | None |

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
|------------|--|-----------------|-----------------|-------------------|-------------------|
| Q4 | Number of healthcare visits residents receive through the Competitive Provider Reimbursement Pool. | 9,131 | 9,270 | 11,700 | 11,800 |
| Q4 | Value of prescriptions filled by FAMU Pharmacy. ¹ | \$2,773,629 | \$3,432,901 | \$4,900,000 | \$5,500,000 |
| Q4 | Value of specialty medical and dental care provided through We Care ² | \$4,103,549 | \$4,381,887 | \$4,300,000 | \$4,300,000 |
| Q4 | Number of Residents receiving specialty medical and dental care provided through We Care. | 1,673 | 1,156 | 1,200 | 1,200 |
| Q4 | Perform three (3) agency contract compliance review of patient visits | N/A | 3 | 3 | 3 |

Notes:

1. The increase in the value is determined by the type of medication and retail values of the prescriptions filled.
2. The estimates are determined by the amount of donated specialty care provided to uninsured patients. The actual value is directly related to the number of patients, type of care, condition of patient, and availability of doctors/dentists.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care (001-971-562)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 73,812 | 77,258 | 79,660 | - | 79,660 | 82,746 |
| Operating | 1,620,024 | 1,754,362 | 1,748,362 | - | 1,748,362 | 1,748,362 |
| Total Budgetary Costs | 1,693,836 | 1,831,620 | 1,828,022 | - | 1,828,022 | 1,831,108 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,693,836 | 1,831,620 | 1,828,022 | - | 1,828,022 | 1,831,108 |
| Total Revenues | 1,693,836 | 1,831,620 | 1,828,022 | - | 1,828,022 | 1,831,108 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Healthcare Services Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 Primary Health Care budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decrease to Program Funding:

1. One-time enhancement in the amount of \$5,000 in FY 2019 for the Healthcare Management System.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

| | |
|----------------------------|--|
| Goal | The goal of the Leon County Veteran Services Division is to assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veterans' interests in the community. |
| Core Objectives | <ol style="list-style-type: none"> 1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs (VA) and other government agencies. 2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records. 3. Maintain Veterans Resource Center (VRC) to provide employment and educational resources to Veterans, focusing on those Veterans making the transition from military to civilian life. 4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings. 5. Manage the annual Leon County Military Grant Program. 6. Serve as the Leon County Veteran Liaison for all Veteran issues in the local community. 7. Assist the VET, Inc. organization with the annual Veterans Day Parade. 8. Establish procedures to allocate direct emergency assistance funds to Veterans. 9. Hold "Operation Thank You" celebration annually for Veterans and service members. |
| Statutory Responsibilities | F.S. 292.11 County and City Veteran Service Officer. (1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for. |
| Advisory Board | Member of the County Veteran Service Officers Association of Florida; Board member of Tallahassee-Leon County Transportation Disadvantaged Coordinating Board; Veterans Events of Tallahassee (VET, Inc.) Executive Board. Tallahassee National Cemetery Committee member, Hospice-Veterans Partnership Committee Board member, Veteran Treatment Court Committee member. |

| Strategic Plan Bold Goals and Five-Year Targets | | | | | |
|---|--|-----------------------------|----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actual ¹ | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| BG3 | Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families | \$38,604,146 | \$18,492,095 | \$22,821,263 | \$23,676,120 |

Notes:

1. The estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|-------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
| Q7 | Number of clients served ¹ | 10,473 | 6,249 | 7,100 | 7,100 |
| Q7 | Number of outreach events attended ² | 54 | 48 | 31 | 31 |
| Q7 | Number of clients served in the Veterans Resource Center | 261 | 180 | 175 | 175 |
| Q7 | Dollar amount used through the Military Grant Program ³ | \$0 | \$600 | \$500 | \$500 |
| Q7 | Dollar amount of Veterans Emergency Assistance Program (VEAP) used ⁴ | \$71,623 | \$59,368 | \$100,000 | \$100,000 |
| Q7 | Number of Veterans Emergency Assistance Program (VEAP) provided ⁴ | 258 | 160 | 300 | 300 |

Note:

1. New federal laws creating presumptive conditions relating to chemical exposure while Veterans were stationed at Camp Lejeune in Jacksonville, North Carolina may create an influx of Veterans requesting to file new disability claims with Leon County Veteran Services.
2. The decrease in outreach is because of a decline in our service requests from outside agencies. Local colleges and universities now have their own Veteran Resource Center staff with Veteran Resource Officers.
3. The decreased dollar amount of the Military Grant program in recent years is the result of a dramatic decrease in Leon County National Guard and Reserve units deployed overseas eligible to claim the grant benefit. Due to the lack of Leon County National Guard and Reserve units deployed this amount is expected to remain low for fiscal years 2019 and 2020.
4. The anticipated increased number of Veterans requesting assistance through the Veterans Emergency Assistance Program (VEAP) is due to the program being administered in-house with the closing of Family Endeavors, the Veteran social services agency that previously administered the program. Fiscal years 2019 and 2020 is expected to be fully expended.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 170,971 | 187,403 | 200,318 | - | 200,318 | 205,982 |
| Operating | 10,245 | 19,710 | 20,380 | - | 20,380 | 20,391 |
| Grants-in-Aid | 148,134 | 150,900 | 150,900 | - | 150,900 | 150,900 |
| Total Budgetary Costs | 329,351 | 358,013 | 371,598 | - | 371,598 | 377,273 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 329,351 | 358,013 | 371,598 | - | 371,598 | 377,273 |
| Total Revenues | 329,351 | 358,013 | 371,598 | - | 371,598 | 377,273 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Veterans Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Veterans Services Counselor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |

The major variances for the FY 2020 Veteran Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services (001-371-569)

| | |
|-----------------------------------|---|
| Goal | To efficiently and responsibly administer programs and develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in unincorporated Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Administer Affordable Housing Programs include but not limited to: Home Rehabilitation; Home Replacement; Down Payment Assistance (DPA); and Emergency Housing Repair (Short-term and Permanent). 2. Plan, promote and execute affordable housing related events aimed at educating the public, such as Home Expos and Home Buyer Counseling workshops. 3. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County. 4. Support the Joint Count-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. 5. Provide staff support and administer the activities of the Community Development Block Grant (CDBG) Citizen Task Force Advisory Committee, and the Affordable Housing Advisory Committee (AHAC). AHAC's mission is to provide affordable housing policy improvement and enhancement recommendations to the BOCC. Recommendations were presented to the Board triennially. 6. Provide quarterly grant reports and annual reports detailing affordable housing programs. 7. Participate in and promote Fair Housing Activities; receive and report fair housing complaints. 8. Attend state and local housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines. |
| Statutory Responsibilities | Leon County Code, Chapter 8 Article V, Sections 8-151 thru 8-156 "Direct Implementation of State Housing Initiative Program (SHIP);" Local Housing Assistance Plans (LHAP); Florida Statute Chapter 420 "Housing;" Leon County Code, Chapter 2, Section 2-71 "Implementation:" and Florida Statute Chapter 760.20 "Fair Housing Act" |
| Advisory Board | Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee. |

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
|------------|--|-----------------|-----------------|-------------------|-------------------|
| Q5 | Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA ¹ | 65 | 58 | 50 | 50 |
| Q5 | Number of clients receiving SHIP Purchase Assistance ¹ | N/A | N/A | 10 | 15 |
| Q5 | Number of housing units receiving Home Rehabilitation ² | 50 | 20 | 20 | 11 |
| Q5 | Number of housing units receiving Home Replacement ³ | 10 | 7 | 5 | 3 |
| Q5 | Total funding received to support the Affordable Housing Program ⁴ | \$1,720,000 | \$2,032,504 | \$287,323 | \$271,786 |
| Q5 | Number of housing units receiving Emergency Housing Repair Assistance ⁵ | N/A | 31 | 40 | 50 |
| Q5 | Percent of SHIP funding used to assist persons with special needs ⁶ | 49% | 66% | 30% | 20% |

Notes:

1. FY19 estimates includes only Down Payment Assistance (DPA) from Leon County instead of all of Florida as in accordance with the Leon County Housing Finance Authority (HFA) Inter-Local Agreement with Escambia County. For FY19 and FY20 estimates, the projected number of 50 clients receiving DPA was based on the HFA Inter-Local Agreement with Escambia County that was successfully marketed through the Division of Housing Services. DPA is also provided through the Tallahassee Lenders Consortium (TLC) using SHIP funds, the relationship was formed by contract in FY19. The estimates and actual figures from FY19 and into the future will be shown as separate performance measures.
2. The estimated decline in Home Rehabilitation projects is a direct by-product of the increase in the number of units receiving Emergency Housing Repair.
3. The estimated decline in Home Replacement projects is due to fiscal constraints; the eligibility criteria for Home Replacement is more significant than that for rehabilitation projects. After working through the entire list of replacement projects in FY19, it is expected that the Division will actively focus on completing the rehabilitation projects awaiting commencement, thereby stretching resources to assist more residents.
4. SHIP funding: FY 2017 - TOTAL \$719,466 (Allocation \$620,721; Disaster Fund \$29,652; Housing Counseling \$13,899; and Program Income \$55,194); FY 2018 - TOTAL \$514,792 (Allocation \$427,938 and Program Income \$86,854); FY 2019 - TOTAL \$291,786 (Allocation \$167,323 and estimated Program Income \$120,000); and FY 2020 - (Allocation \$171,786 and estimated Program Income \$100,000). Program income is the earned interest from the SHIP Trust Fund and/or SHIP loan repayments. The FY17 and FY18 actuals include three SHIP allocations – starting in FY19, only the allocation amount received for the applicable fiscal year will be reported. SHIP funds must be expended within two years after the end of the State fiscal year in which they are received.
5. The Division has been primarily focused upon serving citizens experiencing emergent housing needs that pose a health or structural risk. Through SHIP and partnership with the HFA, additional funding is being used to support the growth of the program.
6. While hard to predict who will apply for assistance, this metric is based on the SHIP Florida Statute 420.9075 requirement that a minimum of 20% of the local housing distribution be used to serve persons with Special Needs.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 426,587 | 505,922 | 510,351 | 15,000 | 525,351 | 542,776 |
| Operating | 93,473 | 50,681 | 58,679 | - | 58,679 | 58,705 |
| Transportation | 205 | 2,500 | 1,566 | - | 1,566 | 1,566 |
| Grants-in-Aid | 842,630 | 167,323 | 175,000 | - | 175,000 | - |
| Total Budgetary Costs | 1,362,895 | 726,426 | 745,596 | 15,000 | 760,596 | 603,047 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Housing Services (001-371-569) | 553,403 | 559,103 | 570,596 | 15,000 | 585,596 | 603,047 |
| SHIP 2014-2017 (124-932047-554) | 10,762 | - | - | - | - | - |
| SHIP 2015-2018 (124-932048-554) | 486,730 | - | - | - | - | - |
| SHIP 2016-2019 (124-932049-554) | 161,750 | - | - | - | - | - |
| SHIP 2017-2020 (124-932052-554) | 143,250 | - | - | - | - | - |
| SHIP 2018-2021 (124-932053-554) | - | 167,323 | - | - | - | - |
| SHIP 2019-2022 (124-932054-554) | - | - | 175,000 | - | 175,000 | - |
| SHIP Housing Counseling Fund (124-932051-554) | 7,000 | - | - | - | - | - |
| Total Budget | 1,362,895 | 726,426 | 745,596 | 15,000 | 760,596 | 603,047 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 553,403 | 559,103 | 570,596 | 15,000 | 585,596 | 603,047 |
| 124 SHIP Trust | 809,492 | 167,323 | 175,000 | - | 175,000 | - |
| Total Revenues | 1,362,895 | 726,426 | 745,596 | 15,000 | 760,596 | 603,047 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Housing Services | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Total Full-Time Equivalentents (FTE) | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - Housing Services (001-371-569)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 426,587 | 505,922 | 510,351 | 15,000 | 525,351 | 542,776 |
| Operating | 93,473 | 50,681 | 58,679 | - | 58,679 | 58,705 |
| Transportation | 205 | 2,500 | 1,566 | - | 1,566 | 1,566 |
| Grants-in-Aid | 33,138 | - | - | - | - | - |
| Total Budgetary Costs | 553,403 | 559,103 | 570,596 | 15,000 | 585,596 | 603,047 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 553,403 | 559,103 | 570,596 | 15,000 | 585,596 | 603,047 |
| Total Revenues | 553,403 | 559,103 | 570,596 | 15,000 | 585,596 | 603,047 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of HSCP | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Housing Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Housing Rehabilitation Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Housing Services Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Financial Compliance Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |

The major variances for the FY 2020 Housing Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Additional OPS funding for a part-time Records Technician in the amount of \$15,000 which is funded through allowable SHIP administrative charges provided by the grant.
3. As approved at the June 28, 2019 meeting, \$5,000 for membership to the Housing Leadership Council as recommended by the Affordable Housing Workgroup
4. \$2,673 increase to operating for additional communications cost.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2018-2021 (124-932053-554)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | - | 167,323 | - | - | - | - |
| Total Budgetary Costs | - | 167,323 | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 124 SHIP Trust | - | 167,323 | - | - | - | - |
| Total Revenues | - | 167,323 | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2019-2022 (124-932054-554)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | - | - | 175,000 | - | 175,000 | - |
| Total Budgetary Costs | - | - | 175,000 | - | 175,000 | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 124 SHIP Trust | - | - | 175,000 | - | 175,000 | - |
| Total Revenues | - | - | 175,000 | - | 175,000 | - |

The FY 2020 SHIP 2019/2022 Grant is anticipated in the amount of \$175,000. This is a \$7,677 increase from FY19.

Leon County Fiscal Year 2020 **Adopted** Budget

Office of Human Services & Community Partnerships

Volunteer Services (001-113-513)

| | |
|----------------------------|---|
| Goal | To empower citizens to answer local needs through volunteerism and community engagement. |
| Core Objectives | <ol style="list-style-type: none"> Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs. Administers "Volunteer Connection "matching system portal to connect local volunteers with local volunteer opportunities. Coordinate Leon County's internal employee volunteer program in which employees are allowed up to four hours of administrative leave per month to volunteer in community-based organizations. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Big Bend Community Organizations Active in Disaster (COAD), Summer Youth Training Program, 9/11 Day of Service, Annual Volunteer Firefighter Firetruck Round-Up. |
| Statutory Responsibilities | Florida Statute 252.38 (1)(b) requires each county to develop a county emergency management plan and program coordinated and consistent with the State Comprehensive Emergency Management Plan and Program requiring the coordination of volunteers and donations. |
| Advisory Board | None |

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|-------------------|-------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimates | FY 2020 Estimates |
| Q4 | Number of citizen volunteers coordinated ¹ | 5,608 | 5,770 | 5,300 | 5,300 |
| Q4 | Number of county departments utilizing volunteers annually | 15 | 15 | 15 | 15 |
| Q4 | Number of volunteer hours ¹ | 103,284 | 90,515 | 105,000 | 100,000 |
| Q4 | Dollar value of volunteer time | \$2,521,012 | \$2,234,815 | \$2,500,000 | 2,400,000 |

Notes:

- The FY 2018 increase is associated with the Florida State University Big Event held on March 24, 2018, in which students were mobilized to serve at County libraries and parks and the Salvation Army. Literacy Volunteers reported program changes that they anticipate will result in 40% (approximately 250) reduction in the number of volunteers and a 25 - 50% (approximately 5,500 - 11,000) reduction in volunteer hours beginning in 2019. Hurricane Michael volunteers offset the FY 2019 numbers to some extent.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Volunteer Services (001-113-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 175,703 | 183,981 | 187,326 | - | 187,326 | 193,820 |
| Operating | 16,777 | 23,278 | 24,513 | 4,500 | 29,013 | 29,017 |
| Total Budgetary Costs | 192,480 | 207,259 | 211,839 | 4,500 | 216,339 | 222,837 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 192,480 | 207,259 | 211,839 | 4,500 | 216,339 | 222,837 |
| Total Revenues | 192,480 | 207,259 | 211,839 | 4,500 | 216,339 | 222,837 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director of Volunteer Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Volunteer Services Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |

The major variances for the FY 2020 Volunteer Center budget are as follows:

Increases to Program Funding:

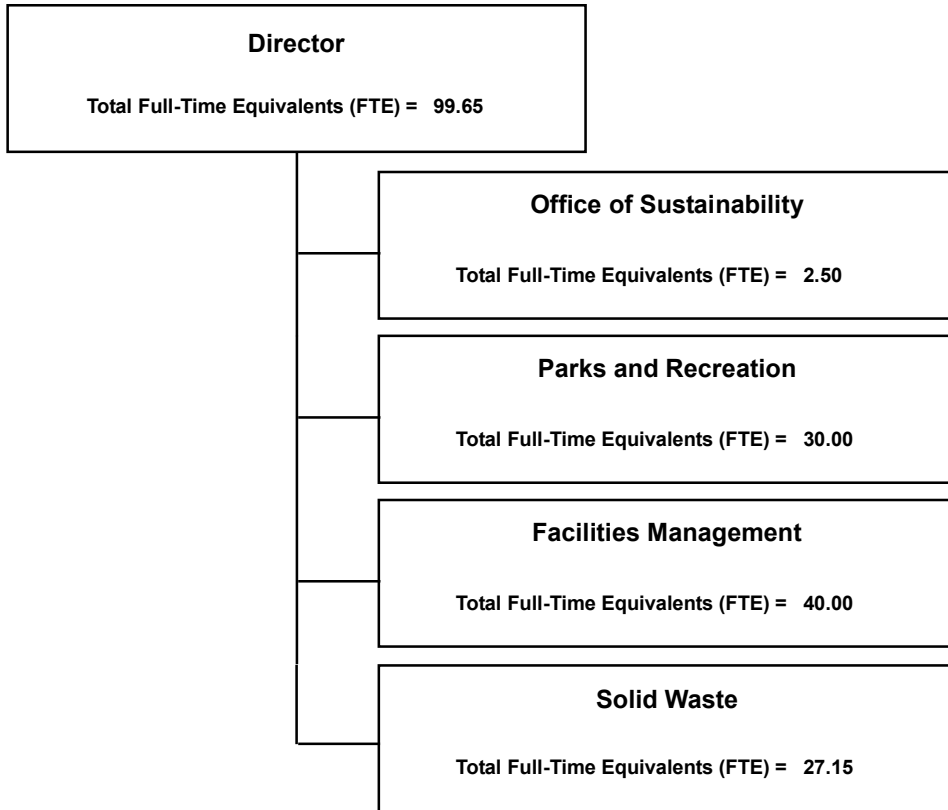
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Promotional activities in the amount of \$1,500 for the annual Firetruck Roundup event and \$3,000 for the annual Day of Service event.
3. Operating supplies increase in the amount of \$1,235 for the annual Build Your Bucket event as well as additional printing costs for special events.

Leon County Fiscal Year 2020 Adopted Budget**Office of Resource Stewardship**

| | |
|--|---------|
| Organizational Chart | 20 - 2 |
| Executive Summary | 20 - 3 |
| Resource Stewardship Business Plan | 20 - 4 |
| Office of Resource Stewardship | 20 - 7 |
| Office of Sustainability/Recycling Education | 20 - 8 |
| Cooperative Extension | 20 - 10 |
| Parks and Recreation Services | 20 - 13 |
| Facilities Management | 20 - 18 |
| Solid Waste | 20 - 25 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship



Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Executive Summary

The Office of Resource Stewardship section of the Leon County FY 2020 Annual Budget is comprised of the Office of Sustainability, Parks & Recreation, Solid Waste, Facilities Management and Cooperative Extension.

The Office of Resource Stewardship provides leadership and coordination of services through its Division work areas in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources. The Office of Sustainability enhances our community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space. The Solid Waste Division consists of the Solid Waste Management Facility, the Rural Waste Services Centers, the Transfer Station Operations, Hazardous Waste, and Solid Waste/Recycling Collection/Yard Waste. Facilities Management provides professional maintenance and operating services. Cooperative Extension provides information and conducts educational programs on various issues including energy conservation, food safety, and child and family development.

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

HIGHLIGHTS

The Office of Resource Stewardship assisting in establishing and maintaining Distribution Centers, points of distribution (PODs) and sandbag locations during Hurricane Michael. The Public Safety Complex (PSC) Facilities Management team ensured the PSC operated flawlessly during Hurricane Michael, providing operations for uninterrupted service of the Emergency Operations Center (EOC). Facilities Management upgraded 2 Air Handlers at the Courthouse and at the Main Library. In addition, Facilities Management refurbished elevator #4 (prisoner elevator) at the Courthouse. Facilities Management relocated Tourist Development Council (TDC) staff at the Welcome Center to the Leon County Government Annex and renovated space on the 5th floor to accommodate staffing needs. Facilities Management and Court Administration jointly worked on providing a Lactation Room to accommodate working mothers during Court cases. Overall, Facilities maintains more than 1,587,470 square feet of space in 157 buildings, parks and garages across Leon County.

The Office of Sustainability conducted the 2019 Sustainable Community Summit which brought more than 160 attendees out to J.R. Alford Greenway to engage in various sustainability topics and give input on the Integrated Sustainability Action Plan. The event celebrated the 10-year anniversary of Leon County's Sustainability Program by breaking out of the traditional conference setting and onto the greenway for a day full of education and activities hosted by community partners. The Office of Sustainability jointly coordinated with Facilities Management for the installation of four electric vehicle (EV) charging stations at the Courthouse (2), Main Library (1) and Eastside Library (1).

Parks and Recreation staff renovated Woodville Park Basketball courts and repaired the Fred George Playground. Parks acquired new property adjacent to the Coe Landing Campground and is working on design concept for additional camping facilities. In addition, staff migrated to electronic background checks for Little League and Pop Warner. During this time frame, the Parks Division completed three tree projects; 125 Signature Tree Plantings at Pedrick Pond Park, a reforestation planting of 14,990 trees at Alford Greenway and 3,000 loblolly pine tree plantings at Apalachee Regional Park. Overall, Parks completed another successful cross-country, pop warner football, food plot planting seasons and opening days for Little League.

The Solid Waste Transfer Station processed and transported 254,609 tons of solid waste. Solid Waste also worked with the National Cemetery on a landscaping project by delivering fine mulch to the cemetery. The division also continues to provide mulch for free to citizens. The Solid Waste Rural Waste Centers processed over 3,000 tons of household waste and bulk, participated in the annual forest clean-up, and implemented front-load recycling bins to maximize efficiency.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship Business Plan

Mission Statement

The mission of the Leon County Office of Resource Stewardship is to provide leadership and coordination of services through the Office of Sustainability, the Cooperative Extension program, the Division of Facilities Management, Solid Waste, and the Division of Parks & Recreation, in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources.

Strategic Priorities

Economy

- Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. (EC1)
- Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation. (EC2)
- Grow our tourism economy, its diversity, competitiveness and economic impact. (EC4)

Environment

- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint, realize energy efficiencies, & be a catalyst for renewable energy, including solar. (EN4)

Quality of Life

- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Provide essential public safety infrastructure and services. (Q3)
- Support strong neighborhoods. (Q5)
- Promote livability, health and sense of community by enhancing human scale development and creating public spaces for people. (Q6)

Governance

- Sustain a culture of performance, and deliver effective, efficient service that exceed expectations and demonstrate value. (G2)
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's core practices. (G4)
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

Strategic Initiatives

October 1, 2017– December 31, 2021

| | |
|---|-------------|
| 1. Develop strategies to increase recycling and reuse rates (EN4) | Ongoing |
| 2. Convene the Leon County Sustainable Communities Summit on a bi-annual basis. (EN3) | In Progress |
| 3. Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (EN2) | Ongoing |
| 4. Explore new opportunities for solar on County facilities. (EN4) | Ongoing |
| 5. Develop and implement a master plan for the Apalachee Regional Park. (Q1, Q6) | Ongoing |
| 6. Develop a program to establish a signature landscaping feature with regular blooming season. (Q1, Q6) | In Progress |
| 7. Evaluate additional trail expansion opportunities. (Q1, Q6) | Ongoing |
| 8. Identify opportunities to create dog parks in the unincorporated area. (Q1, Q6) | Complete |
| 9. Exploring opportunities to address fraud/scams targeted towards seniors. (Q4) | Ongoing |
| 10. Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (EN4) | Ongoing |
| 11. Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (EN2, EN3, EN4) | Ongoing |
| 12. To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (EC4) | In Progress |
| 13. Develop an action plan to further reduce the County Government's carbon footprint. (EN4, EN3) | In Progress |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Actions

- | | | |
|----|---|--|
| 1. | <ul style="list-style-type: none"> A.) Evaluated the possibility of conducting an updated waste composition study B.) Reached a recycling rate of 66% in 2017, an 11% increase over 2016. C.) Evaluated strategies to ensure that all new commercial development includes adequate space for a recycling dumpster on site. D.) Develop outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account. E.) Conduct a recycling bin and dumpster inventory for all County facilities and parks. | Facilities, Sustainability/ Solid Waste |
| 2. | <ul style="list-style-type: none"> A.) Hosted the 2017 Summit themed "Exploring Our Backyard." B.) Identified the theme and event structure through stakeholder meetings. C.) Hosted the 2019 Summit. | Sustainability |
| 3. | <ul style="list-style-type: none"> A.) Established a standard design and kiosk appearance. B.) Generated site-specific collateral such as maps. C.) Conducted trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. D.) Created trail markings for NE Park. E.) Create formal trail marking and mapping for Fred George Greenway. | Sustainability, Parks & Recreation, Facilities |
| 4. | <ul style="list-style-type: none"> A.) Identified best opportunities and top priorities for solar. B.) Consultant to expand on 2009 solar study to include newly identified locations. C.) Board consideration of priorities and funding. D.) Installed a 19kW solar array on the Office of Resource Stewardship. E.) Selected a vendor for the installation of two solar arrays on the Northeast Branch Library and the Transfer Station. F.) Created a plan for allocation of yearly solar funds approved by the Board at the April 2019 Budget Workshop. G.) Installation of two solar arrays on the Northeast Branch Library and the Transfer Station. | Sustainability, Facilities Management |
| 5. | <ul style="list-style-type: none"> A.) Conducted a study to determine the scope and supply source to extend water main for future facility development. B.) Board approved a bid award for paving a portion of the western most access road. C.) Workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. D.) BCC consideration of funding requests for build out of master plan, operational equipment, and operating staff support. E.) Design Team (DRMP, Wood+Partners, and Barnett Fronczak) Scope of Services Executed for Stage 1 infrastructure. F.) ARP Design Charrette with Partners (TDC, FSU, Gulf Winds, COCA, and Design Team) | Facilities, Sustainability, Solid Waste |
| 6. | <ul style="list-style-type: none"> A.) Engaged landscape and horticulture experts to identify proposed plant(s) and site(s). B.) Implemented planting - three test varieties planted. C.) Implemented planting at Pedrick Pond Park. D.) Generate educational material to target area citizens and develop outreach for potential tourists. E.) Board approved the Designation Agreement with FDEP for the Lake Jackson Paddling Trail. F.) Installed the signage for Lake Jackson Blueway. G.) BCC considered funding requests for staff to support the opening of additional greenway acreage. | Facilities, Parks & Recreation |
| 7. | <ul style="list-style-type: none"> A.) Developed a temporary trail system at Northeast Park. B.) Constructed the trail head for Northeast Park. C.) Board approval of bid award for construction of St. Marks Headwaters Greenway trail head and 3 miles of trail. D.) Conducted a trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. E.) Design and Permit Phase II of the St. Marks Headwaters Greenway including 4 miles of trail. F.) Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II. G.) Design and construct approximately two miles of single track trail at Alford Greenway. | Facilities, Parks & Recreation |
| 8. | <ul style="list-style-type: none"> A.) Approval of Phase I of the Apalachee Regional Park Master Plan, which includes a dog park. B.) Budget discussion item considering funding to construct dog parks. C.) First site has been identified as J. Lee Vause Park - Design, permitting and construction required. | Parks & Recreation, Facilities |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

| | | | |
|---------|-----|--|---|
| Actions | 9. | A.) Established opportunity for routine shredding of sensitive documents in conjunction with senior programming at community centers. B.) Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch and Learns. | Facilities, Parks & Recreation, Sustainability |
| | 10. | A.) Board approved joining the FL Resiliency & Energy District (FRED) PACE Program enabling FDFC to operate a PACE program. B.) Formally launched the FDFC PACE Program. C.) Ensured vendor participation in the Spring Home Expo. D.) Ensured vendor participation in the 2019 Sustainable Communities Summit. E.) Facilitated PACE Program presentations for the Tallahassee Builders Association and the Tallahassee Board of Realtors. F.) Wrote a press release and article in the Democrat announcing the expansion of the PACE program to Commercial-PACE. | Facilities, Sustainability |
| | 11. | A.) Evaluated other communities' and regions' community-wide climate action plans. B.) Hosted kick-off meeting of top 10 largest local organizations and community partners to establish a sustainability "Compact." C.) Presented the proposed Community-wide Climate Action Plan. D.) Supported Sustainable Tallahassee in the creation and "stand up" of the Capital Area Sustainability Compact. E.) Formally signed the Capital Area Sustainability Compact. F.) Renovation of the Old Concord School. | Sustainability |
| | 12. | A.) Examined, in detail, the process for achieving the IMBA Designation. B.) Design and construct single track trails to increase the community inventory. | Parks & Recreation, Public Works |
| | 13. | A.) Conducted an updated greenhouse gas inventory for County operations. B.) Solicited input and feedback from Leon County citizens on the County's sustainability program and initiatives. C.) Brought an Integrated Sustainability Action Plan for County operations to the Board for adoption. D.) Conduct kiosk inventory to determine quality of existing kiosks, new needs and priority for installation. E.) Purchase and install informational kiosks. F.) Identified the criteria needed and path to achieve designation. G.) Constructed the Apalachee Regional Park Access Road. H.) Held workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. | Facilities, Solid Waste, Sustainability |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Target 5: Plant 15,000 trees including 1,000 in canopy roads. (T5)

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|--------------------------|---------|---------|----------------------|---------|---------|--------|
| Total Trees ² | 45 | 1,204 | 10,250 | 300 | TBD | 11,799 |

Target 7: 75% community recycling rate. (T7)

| | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | Total |
|-----------------------------|---------|---------|---------|---------|---------|-------|
| Recycling Rate ³ | 55% | 66% | 62% | 65% | TBD | 65% |

Target 8: Construct 30 miles of sidewalks, greenways, and trails. (T8)

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|-----------------------------|---------|---------|----------------------|---------|---------|-------|
| Trail(s) miles ⁴ | 1.45 | 5 | 4 | 4 | TBD | 14.5 |

Target 12: Open 1,000 new acres of park land to the public. (T12)

| | FY 2017 | FY 2018 | FY 2019 ¹ | FY 2020 | FY 2021 | Total |
|---------------------------------|---------|---------|----------------------|---------|---------|--------|
| Acres of Park Land ⁵ | 0 | 204 | 426 | 3.49 | TBD | 633.49 |

Notes:

- The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
- This number only reflects trees planted by Parks and Recreation. Parks and Recreation estimates planting approximately 18,000 trees over the next five years. Additionally, the Blueprint Intergovernmental Agency plants trees with their portion of the local sales tax. The significant increase of trees estimated in FY 2019 compared to FY 2018 includes at least 9,750 trees planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan. Also included is a new signature landscape planting at Pedrick Pond Park and a planting at the Apalachee Regional Park cross country course (fields 3 and 4). FY 2020 estimates are reflective of Land Management objectives having been completed and only minimal new facilities and landscaping projects planned (Apalachee Regional Park, Crowder Landing, St. Marks Headwaters Phase II, and Coe Landing acquisition are the anticipated projects that would incorporate tree plantings.)
- Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the actual number for FY 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2019. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.
- The actuals for FY 2018 include the trails that opened at St. Marks Headwaters Greenway and NE Park. Both projects are were completed and opened in January 2018. The FY19 estimate includes trails that are anticipated to be opened as part of St. Marks Greenway Phase II and Alford Greenway single-track trail construction. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan improvements.
- The FY 2018 actual is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (43 acres). The FY 2019 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway. The FY20 estimate is comprised of the newly acquired parcel at Coe Landing Rd, which will provide access to Lake Talquin State Forest.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 5,937,581 | 6,166,542 | 6,362,100 | 17,939 | 6,380,039 | 6,648,245 |
| Operating | 14,867,967 | 15,730,559 | 16,423,052 | 765,194 | 17,188,246 | 17,424,208 |
| Transportation | 253,837 | 317,553 | 293,343 | - | 293,343 | 293,343 |
| Capital Outlay | 123,561 | 122,765 | 128,965 | - | 128,965 | 122,765 |
| Grants-in-Aid | 580,180 | 608,204 | 604,311 | - | 604,311 | 617,070 |
| Total Budgetary Costs | 21,763,127 | 22,945,623 | 23,811,771 | 783,133 | 24,594,904 | 25,105,631 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Sustainability | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Cooperative Extension | 383,593 | 433,603 | 429,723 | - | 429,723 | 442,506 |
| Parks and Recreation | 2,901,347 | 3,016,978 | 3,114,813 | 8,800 | 3,123,613 | 3,225,577 |
| Facilities Management | 9,068,836 | 9,774,007 | 9,920,356 | 236,333 | 10,156,689 | 10,330,592 |
| Solid Waste | 9,095,034 | 9,408,329 | 10,024,329 | 538,000 | 10,562,329 | 10,758,508 |
| Total Budget | 21,763,127 | 22,945,623 | 23,811,771 | 783,133 | 24,594,904 | 25,105,631 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 9,345,908 | 9,963,214 | 10,110,952 | 216,333 | 10,327,285 | 10,528,005 |
| 140 Municipal Service | 2,901,347 | 3,016,978 | 3,114,813 | 8,800 | 3,123,613 | 3,225,577 |
| 165 County Government Annex | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| 166 Huntington Oaks Plaza | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| 401 Solid Waste | 9,095,034 | 9,408,329 | 10,024,329 | 538,000 | 10,562,329 | 10,758,508 |
| Total Revenues | 21,763,127 | 22,945,623 | 23,811,771 | 783,133 | 24,594,904 | 25,105,631 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Facilities Management | 38.00 | 40.00 | 40.00 | - | 40.00 | 40.00 |
| Office of Sustainability | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| Parks and Recreation | 30.00 | 30.00 | 30.00 | - | 30.00 | 30.00 |
| Solid Waste | 28.15 | 27.15 | 27.15 | - | 27.15 | 27.15 |
| Total Full-Time Equivalentents (FTE) | 98.65 | 99.65 | 99.65 | - | 99.65 | 99.65 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Sustainability | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Solid Waste | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total OPS Full-Time Equivalentents (FTE) | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Office of Sustainability Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 158,555 | 169,070 | 192,177 | - | 192,177 | 198,070 |
| Operating | 133,564 | 143,201 | 129,802 | - | 129,802 | 149,807 |
| Transportation | 147 | 435 | 571 | - | 571 | 571 |
| Grants-in-Aid | 22,050 | - | - | - | - | - |
| Total Budgetary Costs | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Sustainability (001-127-513) | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Total Budget | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Total Revenues | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Sustainability | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| Total Full-Time Equivalents (FTE) | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Office of Sustainability | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Office of Sustainability/Recycling Education (001-127-513)

| | |
|-----------------------------------|---|
| Goal | The mission of the Leon County Office of Sustainability/Recycling Education is to promote adoption of practices that improve our quality of life, protect our natural environment, and strengthen our economy including providing recycling education to residents both within County government and the community at large. |
| Core Objectives | <ol style="list-style-type: none"> 1. Spearhead and assist County divisions and departments in efforts to save energy and water, reduce waste, and increase recycling within County buildings and operations. 2. Research and analyze trends, emerging technologies, and best practices. 3. Oversee the documentation, measurement, and evaluation of program performance data. 4. Establish policies and programs necessary to achieve resource reduction and savings in County operations and to carry out programs that serve the wider community. 5. Providing communications about County sustainability initiatives, hosting sustainability programs, and working with community partners to carry out community-based sustainability projects. 6. Participate in special events related to sustainability, recycling, and community wellbeing. 7. Organize and provide education services to County facilities, schools, and other organizations. 8. Provide sustainability, recycling and public education consulting services. |
| Statutory Responsibilities | The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020. |
| Advisory Board | Sharing Tree; Capital Area Sustainability Compact; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture; Southeast Sustainability Directors Network Steering Committee |

| Benchmarking | | | |
|--------------|-----------------------------|-------------|----------------|
| Priorities | Benchmark Data | Leon County | Statewide Goal |
| G1 | % of waste tonnage recycled | 62% | 70% |

Notes:

1. Statewide recycling goal: 40% by 12/31/12, 50% by 12/31/14, 60% by 12/31/16, 70% by 12/31/18 and 75% by 12/31/20
2. Recent changes in the recycling rate are attributed to an increase in disposed construction and demolition debris, which are the heaviest materials included in the recycling report and of which Leon County has no control.
3. This data is reported by the State and measured by the calendar year, rather than the County fiscal year (October – September).

| Strategic Plan Bold Goals and Five Year Targets | | | | | |
|---|---|----------------|----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| T7 | Strategic Target: 75% community recycling rate ¹ | 55% | 65% | 62% | 65% |

Notes:

1. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the actual number for FY 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2018. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.

| Performance Measures | | | | | |
|----------------------|--|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| EN4 | Estimated energy savings from conservation projects. | \$1,003,562 | \$1,357,211 | \$1,200,000 | \$1,300,000 |
| EN4 | County Schools Recycling tonnage. ¹ | 77 | 74 | 90 | 90 |
| EN4 | County Curbside Recycling tonnage. | 5,961 | 6,665 | 6,200 | 6,300 |
| EN3 | Number of participating community-wide recycling & sustainability related events. | 9 | 9 | 7 | 7 |
| EN3, Q1 | Number of waste reduction/sustainability/recycling community education presentations/tours. | 31 | 38 | 30 | 30 |
| EN3, Q1 | Number of citizens participating in sustainability & recycling educational presentations. ² | 4,800 | 3,300 | 4,000 | 3,500 |
| EN4 | Number of educational publications written. ³ | 7 | 2 | 3 | 7 |

Notes:

1. Projected increase due to new recycling dumpsters and additional school outreach.
2. Includes engagements at tabling events, group presentations and the Sustainability Summit, which is held biannually.
3. FY19 Estimate from last year was revised due to a delay in scheduled website updates limiting the volume of additional publications planned for online release. The number of publications is expected to rise in FY20 when said updates are completed.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Office of Sustainability - Office of Sustainability (001-127-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 158,555 | 169,070 | 192,177 | - | 192,177 | 198,070 |
| Operating | 133,564 | 143,201 | 129,802 | - | 129,802 | 149,807 |
| Transportation | 147 | 435 | 571 | - | 571 | 571 |
| Grants-in-Aid | 22,050 | - | - | - | - | - |
| Total Budgetary Costs | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Total Revenues | 314,316 | 312,706 | 322,550 | - | 322,550 | 348,448 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Recycle & Sustainability Mngr. | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sustainability Programs Coord. | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Digital Communication Engagement Specialist | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Total Full-Time Equivalents (FTE) | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Sustainability Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Other current charges in the amount of \$20,000 due to the County only hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2019).
2. Travel costs in the amount of \$875.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

| | |
|------------------------|--|
| Goal | The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, family & consumer sciences, and 4-H youth development empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community. |
| Core Objectives | <p>Horticulture, Agriculture, and Natural Resources:</p> <ol style="list-style-type: none"> 1. Increase citizen awareness of sustainable food systems and the environment. Teach citizens about energy, water and natural resource conservation. Help citizens to adopt sustainable lifestyles and best management practices. Provide demonstrations in schools and community gardens. 2. Enhance stewardship of water quality, quantity and supply by teaching target audiences how to implement agriculture, and Green Industries best management practices, Florida-Friendly Landscaping principles, and low impact development standards. These programs help keep Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. 3. Increase the sustainability, profitability, and competitiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce. 4. Use volunteers to extend community education and outreach. Train and manage Master Gardener and Sustainable Floridian volunteers to help other citizens adopt sustainable lifestyles and best management practices. <p>Family and Consumer Sciences:</p> <ol style="list-style-type: none"> 1. Empower individuals and families to build healthy lives and achieve social and economic success by providing educational programs in the areas of nutrition and health, financial management, human development, and parent education. 2. Improve the quality of nutrition for limited-resource families through administration of the USDA Family Nutrition Program (FNP). Two full-time FNP paraprofessionals teach comprehensive interactive classes helping families improve diet quality, physical activity, food resource management, food safety practices and food security. 3. Teach consumers, families and food handlers to improve food choices and safe food handling practices. Provide wellness education programs addressing nutrition and healthy lifestyle behaviors to reduce the risk of obesity-related chronic diseases. 4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future. <p>4-H and Other Youth Programs:</p> <ol style="list-style-type: none"> 1. Through a variety of delivery methods (clubs, camps, field days, workshops) 4-H uses a learn-by-doing approach to help youth gain knowledge and skills to be productive citizens. 2. Recruit, screen, and train teen and adult volunteers to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth. 3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs. 4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students. |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

| | |
|-----------------------------------|---|
| Statutory Responsibilities | Florida Statute, Chapter 1004 Public Postsecondary Education; 1004.37 "County or area extension programs; cooperation between counties and University of Florida and Florida Agricultural and Mechanical University"; Federal legislation – Smith-Lever Act and Morrill Act |
| Advisory Board | Overall Extension Advisory Committee and Program Advisory Committees |

In November 2015, Leon County and the University of Florida enacted a new Memorandum of Understanding (MOU) that changed the nature of the partnership between the two organizations in regards to Leon County UF/IFAS Cooperative Extension. The MOU set forth a new structure in the relationship where in the University of Florida serves as a contractor for Leon County. Under the agreement Leon County is invoiced quarterly for a predetermined portion of personnel and operating expenses. The MOU requires the University to provide reports on a quarterly basis to the County regarding the progress of the Extension programs and services. Metrics for these services are currently being developed.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 4,098 | 3,134 | 3,116 | - | 3,116 | 3,140 |
| Transportation | 365 | 1,265 | 1,296 | - | 1,296 | 1,296 |
| Grants-in-Aid | 379,130 | 429,204 | 425,311 | - | 425,311 | 438,070 |
| Total Budgetary Costs | 383,593 | 433,603 | 429,723 | - | 429,723 | 442,506 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 383,593 | 433,603 | 429,723 | - | 429,723 | 442,506 |
| Total Revenues | 383,593 | 433,603 | 429,723 | - | 429,723 | 442,506 |

Leon County revised its agreement with the University of Florida (UF) in November 2015 for providing educational Extension Program. The agreement revised the partnership whereby all Cooperative Extension staff are now University of Florida employees, with the County maintaining the same level of financial support for personnel and operating costs, but on a reimbursement basis. As specified in the contract, the University of Florida Institute of Food and Agricultural Sciences (UF IFAS) provides 70% of the salary and all benefits for each Extension Agent and the Director. The County pays the remaining 30% salary of the salary. The County provides 100% of the funding for four support staff and 5% for one UF support staff.

The major variances for the FY 2020 Cooperative Extension budget are as follows:

Decreases to Program Funding are as follows:

1. Net reduction in contract is due to lower operating costs offset by increases in personnel expenditures.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

| | |
|-----------------------------------|---|
| Goal | The goal of the division of Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services. |
| Core Objectives | <ol style="list-style-type: none"> 1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors. 2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, nature trails, greenways, and open spaces. 3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develops and maintains active recreation facilities, including: ball fields, tennis courts, and basketball courts. 5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community based recreation providers. 6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operates six multi-purpose community centers. 8. Prepares facilities and fields for state and local tournaments. |
| Statutory Responsibilities | Leon County Code of Laws, Chapter 13 "Parks and Recreation", Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V "Parks and Recreation" |
| Advisory Board | None |

| Benchmarking | | | |
|--------------|---|-------------|-----------|
| Priorities | Benchmark Data | Leon County | Benchmark |
| Q1 | Total Park Acres per 1,000 Population | 13.52 | 10.1 |
| Q1,G4,G5 | Total Park Acres Maintained per FTE | 133.27 | 12.23 |
| Q1,G5 | Total Operating Expenditures per Capita | \$9.83 | \$78.96 |

Benchmark Sources: National Recreation and Park Association (NRPA) 2019 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median of the data set for like-sized jurisdictions.

| Strategic Plan Bold Goals and Five Year Targets | | | | | |
|---|--|-----------------|-----------------|------------------|------------------|
| Reference | Measure | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| T5 | Strategic Target: Plant 15,000 trees between FY17-21. ¹ | 45 | 1,204 | 10,250 | 300 |
| T8 | Strategic Target: Construct 30 miles of sidewalks, greenways, and trails. ² | 1.45 | 5 | 4 | 4 |
| T12 | Strategic Target: Open 1,000 new acres of park land to the public. ³ | 0 | 204 | 426 | 3.49 |

Notes:

1. This number only reflects trees planted by Parks and Recreation. Parks and Recreation estimates planting approximately 18,000 trees over the next five years. Additionally, the Blueprint Intergovernmental Agency plants trees with their portion of the local sales tax. The significant increase of trees estimated in FY 2019 compared to FY 2018 includes 9,750 trees anticipated to be planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan. Also included is a new signature landscape planting at Pedrick Pond Park and a planting at the Apalachee Regional Park cross country course (fields 3 and 4). FY 2020 estimates are reflective of Land Management objectives having been completed and only minimal new facilities and landscaping projects planned (Apalachee Regional Park, Crowder Landing, St. Marks Headwaters Phase II, and Coe Landing acquisition are the anticipated projects that would incorporate tree plantings.)
2. The actuals for FY 2018 include the trails that opened at St. Marks Headwaters Greenway and NE Park. Both projects are were completed and opened in January 2018. The FY 2019 estimate includes trails that are anticipated to be opened as part of St. Marks Greenway Phase II and Alford Greenway single-track trail construction. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan improvements.
3. The FY 2018 actual is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (43 acres). The FY 2019 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway. The FY 2020 estimate is comprised of the newly acquired parcel at Coe Landing Rd, which will provide access to Lake Talquin State Forest.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q1 | Number of acres of invasive exotic plants removed from greenways/open spaces ¹ . | 801 | 1,253 | 1,250 | 1,250 |
| Q1,EN2,EC4 | Number of greenway acres maintained ² . | 2,852 | 2,852 | 2,852 | 2,852 |
| Q1 | Number of youths participating in sport activities ³ . | 2,313 | 2,599 | 2,300 | 2,100 |
| EC4 | Host three economically significant events at the Apalachee Regional Park annually ⁴ . | 10 | 5 | 7 | 4 |

Notes:

1. The Greenway program is now fully staffed and several prescribed burns are planned for FY 2019 and FY 2020. In addition, herbicide applications to address invasive plants have also been budgeted.
2. This number reflects parcels that are solely considered Greenways and not a mix of Greenways and passive parklands.
3. The estimate reflects participation levels in football and baseball. Anticipated numbers for FY 2019 and FY 2020 are slightly reduced due to limited success in the attempt to reinstitute flag football as an alternative to tackle football and no current Little League baseball teams in the Miccosukee Community. With the establishment of a new Board, Woodville Little League saw an increase in numbers in FY 2019.
4. The estimate for FY 2020 is reduced since the number of events is being constrained in order to begin the construction of infrastructure improvements as early as possible to ensure the new facilities are completed for the 2020 cross country season.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 1,553,633 | 1,652,956 | 1,740,622 | 1,570 | 1,742,192 | 1,849,394 |
| Operating | 1,032,323 | 1,049,872 | 1,054,817 | 7,230 | 1,062,047 | 1,063,009 |
| Transportation | 98,909 | 105,150 | 104,174 | - | 104,174 | 104,174 |
| Capital Outlay | 37,483 | 30,000 | 36,200 | - | 36,200 | 30,000 |
| Grants-in-Aid | 179,000 | 179,000 | 179,000 | - | 179,000 | 179,000 |
| Total Budgetary Costs | <u>2,901,347</u> | <u>3,016,978</u> | <u>3,114,813</u> | <u>8,800</u> | <u>3,123,613</u> | <u>3,225,577</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 140 Municipal Service | 2,901,347 | 3,016,978 | 3,114,813 | 8,800 | 3,123,613 | 3,225,577 |
| Total Revenues | <u>2,901,347</u> | <u>3,016,978</u> | <u>3,114,813</u> | <u>8,800</u> | <u>3,123,613</u> | <u>3,225,577</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Parks & Recreation Director | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Parks & Community Centers Supv | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Greenways & Env. Lands Supv. | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Parks Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crew Chief II | 1.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| In-Mate Supervisor | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Park Attendant | 16.00 | 17.00 | 16.00 | - | 16.00 | 16.00 |
| Community Center Attendant | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Community Center Attendant P/T | - | - | 1.00 | - | 1.00 | 1.00 |
| Crew Chief I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Heavy Equipment Operator | - | - | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate IV | 1.00 | - | - | - | - | - |
| Park Facilities Technician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Irrigation Tech Crew Chief | 1.00 | - | - | - | - | - |
| Total Full-Time Equivalents (FTE) | <u>30.00</u> | <u>30.00</u> | <u>30.00</u> | <u>-</u> | <u>30.00</u> | <u>30.00</u> |

The major variances for the FY 2020 Parks and Recreation Budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. The reclassification of a Park Attendant to a Heavy Equipment Operator with a cost impact of \$1,570.
3. Contracted mowing costs in the amount of \$40,000 related to the acquisition of additional park lands, specifically Broadmoor Pond.
4. Contractual services in the amount of \$5,184, reflecting respective increases for turf management and staff uniforms.
5. Vehicle coverage in the amount of \$8,569.
6. Printing and binding in the amount of \$5,000 for Kiosk collateral associated with the Boat Landing Initiative.
7. Operating supplies in the amount of \$2,100 for replacement safety work boots.

Decreases to Program Funding:

1. Utility Services in the amount of \$49,678 associated with the transfer of park utility expenses to Facilities Management.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

| | |
|-----------------------------------|---|
| Goal | The goal of the Division of Facilities Management is to serve the citizens of Leon County and occupants of County facilities through the provision of professional maintenance, minor construction, operating services; in order to provide clean, safe and fully functional County facilities. |
| Objectives | <ol style="list-style-type: none"> 1. Provide and maintain facilities for the Board, constitutional offices and health departments. 2. Provide minor construction support services for all County buildings. 3. Coordinate facility accessibility and indoor air quality surveys and respond appropriately. 4. Maintain County buildings' structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. 5. Install and repair or replace fixtures and finishes such as doors, windows, cabinetry and flooring. 6. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; and user support. 7. Administer contracts for key access and equipment such as grounds keeping, custodial, and elevators. 8. Manage security access control systems. 9. Remodel interior office space, such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures and ductwork. 10. Research energy conservation and sustainable building opportunities and take appropriate action. 11. Lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions. 12. Provide internal mail services for all Leon County Departments. 13. Manage the central records warehouse. 14. Design and construct various items for special projects. 15. Provide assistance in moves within departments. 16. Participate in the set-up and break-down of chairs, tables, tents, etc., for special events/functions. |
| Statutory Responsibilities | Constitution of the State of Florida, Article V, Section 14 (facilities for the trial courts, Public Defender, State Attorney and Court functions of the Clerk); Florida Statute, Section 125.35; Florida Statute, Chapter 255, "Public Property and Publicly Owned Buildings" |
| Advisory Board | Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Management Committee. |

| Benchmarking | | | |
|---------------------|--|--------------------|------------------------|
| Priorities | Benchmark Data | Leon County | Benchmark |
| G5 | Repair and Maintenance cost per Square Foot – In-house | \$2.59 sq. ft. | \$2.68 sq. ft. |
| G5 | Repair and Maintenance cost per Square Foot – Contracted | 0.98 sq. ft. | 1.90 sq. ft. |
| G2, G5 | % Internal Customers rating Facilities Management responding promptly to needs | 95% | 95% mean 97% median |

Benchmark Sources: International Facilities Management Association (IFMA)2017 (Building Interior/External); Contracted- (Roads & Grounds/Central System/Other Cost)
Ratios are based on (RSF) rentable square ft.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Q3, EC2 | Dollar (\$) volume of capital projects managed in millions. | \$2.6 | \$2.7 | \$5.4 | \$4.0 |
| Q3, Q6 | Number of work orders opened. | 14,133 | 12,848 | 15,800 | 14,500 |
| Q3 | Percent of work orders opened for preventative maintenance. | 67% | 69% | 75% | 73% |
| Q3, Q6 | Number of work orders opened for set-ups/take-down and special events/projects. | 87 | 83 | 93 | 90 |
| G2, G4 | Percent of field workforce converted to mobile technology interface. ¹ | 50% | 98% | 98% | 100% |
| Q3, EC2 | Total square footage of County facilities maintained. ² | 1,587,228 | 1,594,604 | 1,587,470 | 1,587,470 |

Notes:

1. Effective FY 2020, Mobile Technology Interface for field staff will be 100% complete.
2. The FY 2018 sq ft. increase reflects the re-verification of square footage of all community centers. Outyear square Footage decreased due to sale of the Welcome Center building.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 2,529,971 | 2,668,848 | 2,719,897 | 16,369 | 2,736,266 | 2,834,345 |
| Operating | 6,428,087 | 6,965,729 | 7,058,174 | 219,964 | 7,278,138 | 7,353,962 |
| Transportation | 24,700 | 46,665 | 49,520 | - | 49,520 | 49,520 |
| Capital Outlay | 86,078 | 92,765 | 92,765 | - | 92,765 | 92,765 |
| Total Budgetary Costs | 9,068,836 | 9,774,007 | 9,920,356 | 236,333 | 10,156,689 | 10,330,592 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| County Government Annex (165-154-519) | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| Facilities Management (001-150-519) | 7,153,986 | 7,622,728 | 7,794,688 | 173,833 | 7,968,521 | 8,117,764 |
| Huntington Oaks Plaza Operating (166-155-519) | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| Public Safety Complex Facilities (001-410-529) | 1,494,012 | 1,594,177 | 1,563,991 | 42,500 | 1,606,491 | 1,619,287 |
| Total Budget | 9,068,836 | 9,774,007 | 9,920,356 | 236,333 | 10,156,689 | 10,330,592 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 8,647,998 | 9,216,905 | 9,358,679 | 216,333 | 9,575,012 | 9,737,051 |
| 165 County Government Annex | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| 166 Huntington Oaks Plaza | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| Total Revenues | 9,068,836 | 9,774,007 | 9,920,356 | 236,333 | 10,156,689 | 10,330,592 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Facilities Management | 34.00 | 36.00 | 36.00 | - | 36.00 | 36.00 |
| Public Safety Complex Facilities | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| County Government Annex | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 38.00 | 40.00 | 40.00 | - | 40.00 | 40.00 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management - Facilities Management (001-150-519)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|----------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 2,253,033 | 2,412,269 | 2,450,328 | 16,369 | 2,466,697 | 2,555,819 |
| Operating | 4,867,741 | 5,153,794 | 5,284,840 | 157,464 | 5,442,304 | 5,502,425 |
| Transportation | 24,700 | 46,665 | 49,520 | - | 49,520 | 49,520 |
| Capital Outlay | 8,512 | 10,000 | 10,000 | - | 10,000 | 10,000 |
| Total Budgetary Costs | <u>7,153,986</u> | <u>7,622,728</u> | <u>7,794,688</u> | <u>173,833</u> | <u>7,968,521</u> | <u>8,117,764</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 7,153,986 | 7,622,728 | 7,794,688 | 173,833 | 7,968,521 | 8,117,764 |
| Total Revenues | <u>7,153,986</u> | <u>7,622,728</u> | <u>7,794,688</u> | <u>173,833</u> | <u>7,968,521</u> | <u>8,117,764</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Dir. Resource Stewardship | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Sr. Oper. Mngr. | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Management Analyst | - | - | 1.00 | - | 1.00 | 1.00 |
| Customer Services Technician | 1.00 | - | - | - | - | - |
| Facilities Maint. Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fac. Maint. Superintendent | 2.50 | 2.50 | 2.50 | - | 2.50 | 2.50 |
| Operations Analyst | - | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Support Tech II | 14.00 | 15.00 | 14.00 | - | 14.00 | 14.00 |
| Facilities Operations Supv. I | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Operations Tech I | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Operations Tech II | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Operations Tech III | - | - | 1.00 | - | 1.00 | 1.00 |
| Facilities Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| PSC Operations Manager | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| PSC Facilities Support Tech III | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Support Tech II | 1.00 | - | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate V | 1.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Administrative Associate III | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Associate IV | 1.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalent (FTE) | <u>34.00</u> | <u>36.00</u> | <u>36.00</u> | <u>-</u> | <u>36.00</u> | <u>36.00</u> |

The major variances for the FY 2020 Facilities Management budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. The reclassification of an Administrative Associate IV position to a Management Analyst with a fiscal impact of \$16,369.
3. Other contractual services increase includes costs associated with providing after-hours security for the medical examiner facility (\$100,464) custodial services (\$45,032), state-mandated fire tests & inspection fees (\$40,000), lease parking and parking equipment maintenance (\$17,000), security services for the Courthouse and other various designated areas (\$7,537), and elevator maintenance (\$2,130). Security costs at the medical examiner facility will be recovered from the morgue use facility fee charged to counties that use the medical examiner services.
4. Vehicle repair in the amount of \$2,855.

Decreases to program funding:

1. Communications in the amount of \$11,340 due to decreased use of wireless data in County buildings in favor of Wi-Fi.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management - Public Safety Complex Facilities (001-410-529)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 227,868 | 210,785 | 220,376 | - | 220,376 | 227,853 |
| Operating | 1,188,579 | 1,300,627 | 1,260,850 | 42,500 | 1,303,350 | 1,308,669 |
| Capital Outlay | 77,566 | 82,765 | 82,765 | - | 82,765 | 82,765 |
| Total Budgetary Costs | 1,494,012 | 1,594,177 | 1,563,991 | 42,500 | 1,606,491 | 1,619,287 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,494,012 | 1,594,177 | 1,563,991 | 42,500 | 1,606,491 | 1,619,287 |
| Total Revenues | 1,494,012 | 1,594,177 | 1,563,991 | 42,500 | 1,606,491 | 1,619,287 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Fac. Maint. Superintendent | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| PSC Operations Manager | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| PSCFacilities Support Tech III | - | - | 1.00 | - | 1.00 | 1.00 |
| Facilities Support Tech III | 1.00 | 1.00 | - | - | - | - |
| PSCFacilities Support Tech IV | - | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Support Tech IV | 1.00 | - | - | - | - | - |
| Total Full-Time Equivalents (FTE) | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC; the City's share is reflected as a revenue.

Increases in Program Funding:

- Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
- Contractual services increase associated with software maintenance related to building automation systems (\$20,000), Closed Circuit Television (CCTV) upgrades (\$15,000), additional fire suppression system fees (\$7,500) and custodial services (\$2,765).

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management - County Government Annex (165-154-519)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 49,070 | 45,794 | 49,193 | - | 49,193 | 50,673 |
| Operating | 294,557 | 416,407 | 425,949 | 20,000 | 445,949 | 455,974 |
| Total Budgetary Costs | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 165 County Government Annex | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| Total Revenues | 343,627 | 462,201 | 475,142 | 20,000 | 495,142 | 506,647 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Facilities Support Tech II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in costs associated with fire suppression systems in the amount of \$10,000.
3. Security monitoring maintenance in the amount of \$10,000.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| Total Budgetary Costs | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 166 Huntington Oaks Plaza | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |
| Total Revenues | 77,211 | 94,901 | 86,535 | - | 86,535 | 86,894 |

The major variances for the FY 2020 budget are as follows:

Decreases to Program Funding:

1. Repairs and maintenance in the amount of \$8,250.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 1,695,422 | 1,675,668 | 1,709,404 | - | 1,709,404 | 1,766,436 |
| Operating | 7,269,894 | 7,568,623 | 8,177,143 | 538,000 | 8,715,143 | 8,854,290 |
| Transportation | 129,717 | 164,038 | 137,782 | - | 137,782 | 137,782 |
| Total Budgetary Costs | <u>9,095,034</u> | <u>9,408,329</u> | <u>10,024,329</u> | <u>538,000</u> | <u>10,562,329</u> | <u>10,758,508</u> |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Hazardous Waste (401-443-534) | 746,215 | 696,707 | 722,619 | - | 722,619 | 736,839 |
| Rural Waste Service Centers (401-437-534) | 625,623 | 659,917 | 680,923 | - | 680,923 | 696,460 |
| Solid Waste Management Facility (401-442-534) | 389,362 | 555,284 | 454,849 | - | 454,849 | 458,523 |
| Transfer Station Operations (401-441-534) | 6,885,029 | 7,079,329 | 7,777,757 | 538,000 | 8,315,757 | 8,465,791 |
| Yard Waste (401-416-534) | 448,804 | 417,092 | 388,181 | - | 388,181 | 400,895 |
| Total Budget | <u>9,095,034</u> | <u>9,408,329</u> | <u>10,024,329</u> | <u>538,000</u> | <u>10,562,329</u> | <u>10,758,508</u> |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 9,095,034 | 9,408,329 | 10,024,329 | 538,000 | 10,562,329 | 10,758,508 |
| Total Revenues | <u>9,095,034</u> | <u>9,408,329</u> | <u>10,024,329</u> | <u>538,000</u> | <u>10,562,329</u> | <u>10,758,508</u> |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Yard Waste | 1.30 | 1.30 | 1.05 | - | 1.05 | 1.05 |
| Rural Waste Service Centers | 8.40 | 8.40 | 8.40 | - | 8.40 | 8.40 |
| Transfer Station Operations | 12.65 | 12.05 | 13.05 | - | 13.05 | 13.05 |
| Solid Waste Management Facility | 2.55 | 2.15 | 1.40 | - | 1.40 | 1.40 |
| Hazardous Waste | 3.25 | 3.25 | 3.25 | - | 3.25 | 3.25 |
| Total Full-Time Equivalentents (FTE) | <u>28.15</u> | <u>27.15</u> | <u>27.15</u> | <u>-</u> | <u>27.15</u> | <u>27.15</u> |
| | | | | | | |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Rural Waste Service Centers | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Hazardous Waste | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>-</u> | <u>2.00</u> | <u>2.00</u> |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste – Rural Waste Service Centers (401-437-534)

| | |
|-----------------------------------|---|
| Goal | The Rural Waste Service Centers serve as part of an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide solid waste drop-off services for residents in unincorporated Leon County. 2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil. 3. Conduct safe hauling and transportation of collected waste to the appropriate Waste Management facility. 4. Provide waste screening. 5. Provide community information kiosks. |
| Statutory Responsibilities | Chapter 403.702(2)(c)(i) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management; Article V, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) authorizes the county to operate and maintain solid waste collection, removing, transferring, sorting, reclaiming, and disposal systems; Chapter 62-701 Florida Administrative Code regulates solid waste management facilities; and the Leon County Comprehensive Plan, Solid Waste Element. |
| Advisory Board | None |

| Performance Measures | | | | | |
|----------------------|---|----------------|----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
| G1 | Number of random load inspections per site per month. | 10 | 10 | 10 | 10 |
| G2 | Annual customer satisfaction survey score (1=very poor, 5=excellent) ¹ . | 4.92 | 4.95 | 4.99 | 4.95 |
| G5 | Number of chargeable accidents for roll-off truck drivers. | 0 | 0 | 0 | 0 |
| G5 | Number of traffic violations for roll-off truck drivers. | 0 | 0 | 0 | 0 |
| G2 | Average customer turnaround time from gate to gate ² . | 8 minutes | 8 minutes | 8 minutes | 8 minutes |
| G2 | Average truck turnaround time from gate to gate ³ . | 90 minutes | 90 minutes | 90 minutes | 90 minutes |
| EN1 | Tons of rural waste collected ⁴ . | 2,000 | 2,021 | 2,500 | 2,500 |

Notes:

1. The annual customer survey estimate for FY20 is expected to remain high with the continued focus on customer service.
2. Rural Waste continues to operate at the optimal turnaround time from gate to gate of eight minutes at all sites and expects this to continue for FY20.
3. Rural Waste drivers continue to maintain a ninety-minute turn-around time, matching the previous year's average and the estimate for FY20.
4. The collected waste estimate for FY20 is expected to remain consistent, and may increase with the elimination of fees to use the centers effective October 1, 2019.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste - Rural Waste Service Centers (401-437-534)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 439,303 | 420,355 | 443,937 | - | 443,937 | 459,362 |
| Operating | 165,153 | 198,847 | 200,759 | - | 200,759 | 200,871 |
| Transportation | 21,166 | 40,715 | 36,227 | - | 36,227 | 36,227 |
| Total Budgetary Costs | 625,623 | 659,917 | 680,923 | - | 680,923 | 696,460 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 625,623 | 659,917 | 680,923 | - | 680,923 | 696,460 |
| Total Revenues | 625,623 | 659,917 | 680,923 | - | 680,923 | 696,460 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Solid Waste Operator | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| In-Mate Supervisor | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Rural Collection Center Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Rural Waste Site Attendant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Rural Waste SVC Center Attendant | 3.15 | 3.15 | 3.15 | - | 3.15 | 3.15 |
| Total Full-Time Equivalentents (FTE) | 8.40 | 8.40 | 8.40 | - | 8.40 | 8.40 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Rural Waste Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 budget are as follows:

Increases in Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating expenses in the amount of \$1,912 associated with the refurbishment of non-recycling container repair.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste – Transfer Station Operations (401-441-534)

| | |
|-----------------------------------|---|
| Goal | The Transfer Station is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide a transfer station facility for residential and commercial Class I solid waste for all Leon County and Wakulla County. 2. Conduct screening of delivered waste for prohibited materials such as tires. 3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company. 4. Provide a facility for County's Continuity of Operations Plan (COOP) in case of disaster. 5. Provide public weights at the facility scale house. 6. Provide litter control on Gum Road and portions of Capital Circle NW. |
| Statutory Responsibilities | Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including transfer stations; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste transferring systems and to levy a charge or assessment on the users of such systems; and Leon County Comprehensive Plan, Solid Waste Element. |
| Advisory Board | None |

Benchmarking

| Priorities | Benchmark Data | Leon County | Benchmark |
|------------|----------------|----------------------|----------------------|
| G1 | Tipping Fee | \$42.15 ¹ | \$54.67 ² |

Notes:

1. Effective October 1, 2019, the fee will increase to \$42.15 due to a renegotiated contract with disposal contractor and CIP adjustments to operate the station.
2. Average State of Florida Tipping Fee (Source: Environmental Research & Education Foundation – (EREF)).

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|---|-----------------|-----------------|------------------|------------------|
| G2 | Percent of operating days with waste left on the floor overnight. | 0% | 0.55% | 0% | 0% |
| G2 | Average loading time for transport trailers (minutes). | 12 | 12 | 12 | 15 |
| G4 | Percent of employees satisfying FDEP certification requirements. | 100% | 100% | 100% | 100% |
| G1 | Percent of FDEP quarterly inspections found in compliance. | 100% | 100% | 100% | 100% |
| EN1 | Average net outbound load weight (tons). | 26.20 | 25.60 | 26.25 | 26.25 |
| EN1 | Tons of Class I waste processed. | 208,731 | 217,395 | 218,000 | 220,531 |

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste - Transfer Station Operations (401-441-534)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 731,794 | 720,570 | 781,769 | - | 781,769 | 808,832 |
| Operating | 6,086,634 | 6,299,516 | 6,942,608 | 538,000 | 7,480,608 | 7,603,579 |
| Transportation | 66,602 | 59,243 | 53,380 | - | 53,380 | 53,380 |
| Total Budgetary Costs | <u>6,885,029</u> | <u>7,079,329</u> | <u>7,777,757</u> | <u>538,000</u> | <u>8,315,757</u> | <u>8,465,791</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 6,885,029 | 7,079,329 | 7,777,757 | 538,000 | 8,315,757 | 8,465,791 |
| Total Revenues | <u>6,885,029</u> | <u>7,079,329</u> | <u>7,777,757</u> | <u>538,000</u> | <u>8,315,757</u> | <u>8,465,791</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Solid Waste Superintendent | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Financial Compliance Manager | 0.60 | - | - | - | - | - |
| Solid Waste Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crew Chief II | - | - | 1.00 | - | 1.00 | 1.00 |
| Solid Waste Financial Specialist | 0.80 | 0.80 | 0.80 | - | 0.80 | 0.80 |
| Solid Waste Operator | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| Contract Compliance Specialist | 1.00 | 1.00 | - | - | - | - |
| Senior Solid Waste Operator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Contract & Operations Support Technician | - | - | 1.00 | - | 1.00 | 1.00 |
| In-Mate Supervisor | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Weighmaster | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Total Full-Time Equivalentents (FTE) | <u>12.65</u> | <u>12.05</u> | <u>13.05</u> | <u>-</u> | <u>13.05</u> | <u>13.05</u> |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Position increases are related to the realignment of a Crew Chief II previously split funded between the Solid Waste Management Facility and Yard Waste, in addition to a Contract and Operations Support Technician, re-classed from a Contract Compliance Specialist during FY 2019.
3. Increase in the amount of \$352,000 is related to the County's portion of the Waste Management contract increase for hauling and disposal, and an increase in costs in the amount of \$186,000 related to recycling contract with Marpan, the recycling contractor for Leon County.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste – Solid Waste Management Facility

| | |
|-----------------------------------|---|
| Goal | The Solid Waste Management Facility is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. The goals of the Facility are to comply with the Florida Department of Environmental Protection Operating Permit and to ensure that existing solid waste is properly contained by maintaining the surfaces of the inactive cells to reduce erosion and landfill gas emissions. |
| Core Objectives | <ol style="list-style-type: none"> 1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility. 2. Recycle yard debris and waste tires. 3. Provide environmental monitoring of air, groundwater, and surface water. 4. Provide free coarse and fine mulch to residents and businesses. 5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility. 6. Maintain and provide erosion control of closed and inactive landfill cells. 7. Provide stormwater management and treatment. 8. Provide litter control within the facility and along portions of Apalachee Parkway. 9. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit. |
| Statutory Responsibilities | Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including landfills; Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element |
| Advisory Board | None |

| Benchmarking | | | |
|--------------|---------------------------|-------------|------------------------|
| Priorities | Benchmark Data | Leon County | Benchmark ¹ |
| G1 | Tipping Fee (Yard Debris) | \$42.92/Ton | \$39/Ton |

1. Includes average yard debris tipping fees for eight Florida counties with operations similar to Leon County.

| Performance Measures | | | | | |
|----------------------|---|-----------------|-----------------|------------------|------------------|
| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| G1 | Percent of Florida Department of Environmental quarterly inspections found in compliance. | 100% | 100% | 100% | 100% |
| G4 | Percent of employees satisfying Florida Department of Environmental certification requirements. | 100% | 100% | 100% | 90% |
| EN4 | Tons of tire waste processed ¹ . | 302 | 338 | 300 | 325 |
| EN4 | Tons of wood waste processed ² . | 29,209 | 11,445 | 10,000 | 10,000 |

Notes:

1. The estimated tire waste tonnage is based on an average of previous six-months.
2. The total of processed wood waste is estimated to be about the same as the tonnage collected in FY18. Actual tons of wood waste is recorded through the weigh system at the weigh system at the scale house. The FY 2018 decrease over FY 2017 is related to no major storm event debris being collected during the recording period.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste - Solid Waste Management Facility (401-442-534)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 154,066 | 165,330 | 109,802 | - | 109,802 | 113,319 |
| Operating | 197,911 | 332,539 | 302,540 | - | 302,540 | 302,697 |
| Transportation | 37,385 | 57,415 | 42,507 | - | 42,507 | 42,507 |
| Total Budgetary Costs | 389,362 | 555,284 | 454,849 | - | 454,849 | 458,523 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 389,362 | 555,284 | 454,849 | - | 454,849 | 458,523 |
| Total Revenues | 389,362 | 555,284 | 454,849 | - | 454,849 | 458,523 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Financial Compliance Manager | 0.40 | | - | - | - | - |
| Solid Waste Supervisor | 0.85 | 0.85 | 0.85 | - | 0.85 | 0.85 |
| Crew Chief II | 0.75 | 0.75 | - | - | - | - |
| Solid Waste Financial Specialist | 0.20 | 0.20 | 0.20 | - | 0.20 | 0.20 |
| Solid Waste Operator | 0.10 | 0.10 | 0.10 | - | 0.10 | 0.10 |
| In-Mate Supervisor | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Total Full-Time Equivalent (FTE) | 2.55 | 2.15 | 1.40 | - | 1.40 | 1.40 |

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2020 budget are as follows:

Increases in Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Position reduction in the amount of (\$55,010) related to realignment of the Crew Chief II from the Solid Waste Management Facility to the Transfer Station Operations during FY 2019.
2. Operating costs reduced in the amount of (\$29,999) related to reduced repair and maintenance for cleaning the leachate system.
3. Reduction in estimated vehicle repair costs in the amount of (\$10,170).

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste - Yard Waste (401-416-534)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 77,311 | 80,640 | 63,508 | - | 63,508 | 65,923 |
| Operating | 371,493 | 336,452 | 324,673 | - | 324,673 | 334,972 |
| Total Budgetary Costs | 448,804 | 417,092 | 388,181 | - | 388,181 | 400,895 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 448,804 | 417,092 | 388,181 | - | 388,181 | 400,895 |
| Total Revenues | 448,804 | 417,092 | 388,181 | - | 388,181 | 400,895 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Solid Waste Supervisor | 0.15 | 0.15 | 0.15 | - | 0.15 | 0.15 |
| Crew Chief II | 0.25 | 0.25 | - | - | - | - |
| Solid Waste Operator | 0.90 | 0.90 | 0.90 | - | 0.90 | 0.90 |
| Total Full-Time Equivalents (FTE) | 1.30 | 1.30 | 1.05 | - | 1.05 | 1.05 |

Beginning in FY 2018, the Yard Waste program is budgeted separately from the Solid Waste Management Facility to better account for yard debris recycling costs.

The major variances for the FY 2020 budget are as follows:

Decreases to Program Funding:

1. Reduction of personnel services due to realignment of a Crew Chief II position from the landfill to the transfer station during FY 2019, offset by an increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in the mulching contract due to a reduced tonnage of yard debris being received at the facility.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste – Hazardous Waste (401-443-534)

| | |
|-----------------------------------|--|
| Goal | The goal of the Hazardous Waste Management Program is to ensure that hazardous waste materials are properly managed and legally disposed in an environmentally sound manner. |
| Core Objectives | <ol style="list-style-type: none"> 1. Accept hazardous waste from households and conditionally exempt small quantity generators. 2. Respond to requests for information and for assistance with hazardous waste disposal. 3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center. 4. Operate "Renew" to recycle items and materials for use by County residents. 5. Perform local hazardous waste assessments. 6. Oversee limited hazardous waste collection at Rural Waste Service Centers. 7. Conduct monthly remote collection events at the Public Works Operations Center. 8. Consolidate and lab pack hazardous materials by type to reduce disposal cost. 9. Provide hazardous waste safety training for Solid Waste Division staff. 10. Inspect random loads for hazardous materials. 11. Provide hazardous materials management educational services. 12. Provide recycling services for electronic scrap. |
| Statutory Responsibilities | <p><i>Federal:</i> The Resource Conservation and Recovery Act; Code of Federal Regulations Title 40, Chapter 1, Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40, Chapter 1, Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment</p> <p><i>State:</i> Florida Statutes Chapter 376, Pollution Discharge Prevention And Removal; Florida Statutes Chapter 403, Environmental Control; Florida Administrative Code (FAC) Chapter 62-701, Solid Waste Management Facilities; FAC Chapter 62-730, The Hazardous Waste Rule; FAC Chapter 62-731, County and Regional Hazardous Waste Management Programs; FAC Chapter 62-710, Used Oil Program; FAC Chapter 62-257, The Asbestos Program; FAC Chapter 62-737, The Management of Spent Mercury Containing Lamps and Devices Destined for Recycling</p> |
| Advisory Board | None |

Performance Measures

| Priorities | Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|------------|---|-----------------|-----------------|------------------|------------------|
| EN1 | Number of residents using household hazardous waste disposal service. ¹ | 16,253 | 17,375 | 17,000 | 17,250 |
| EN1 | Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to. | 252 | 251 | 225 | 250 |
| EN1 | Number of participants at off-site household hazardous waste collection events. | 3,506 | 3,851 | 3,700 | 3,800 |
| EN1 | Number of tons of potentially hazardous material processed. | 416 | 437 | 425 | 430 |
| EN1 | Number of tons of potentially hazardous material reused or recycled. | 247 | 235 | 250 | 250 |
| EN1 | Number of tons of electronics waste processed. | 394 | 348 | 350 | 325 |

Notes:

1. The FY18 increase in the number of residents is a result of more participation in areas such as e-scrap and better tracking to more accurately capture total visits. This trend is expected to continue.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Solid Waste - Hazardous Waste (401-443-534)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 292,948 | 288,773 | 310,388 | - | 310,388 | 319,000 |
| Operating | 448,703 | 401,269 | 406,563 | - | 406,563 | 412,171 |
| Transportation | 4,564 | 6,665 | 5,668 | - | 5,668 | 5,668 |
| Total Budgetary Costs | 746,215 | 696,707 | 722,619 | - | 722,619 | 736,839 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 746,215 | 696,707 | 722,619 | - | 722,619 | 736,839 |
| Total Revenues | 746,215 | 696,707 | 722,619 | - | 722,619 | 736,839 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Hazardous Waste Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Hazardous Materials Technician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| In-Mate Supervisor | 0.25 | 0.25 | 0.25 | - | 0.25 | 0.25 |
| Total Full-Time Equivalents (FTE) | 3.25 | 3.25 | 3.25 | - | 3.25 | 3.25 |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Hazardous Waste Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of \$5,294 related to the new hazardous waste sorting system installed to deliver reusable hazardous material products for reuse options and increase recycle/reuse rates and decrease the disposal of these materials.

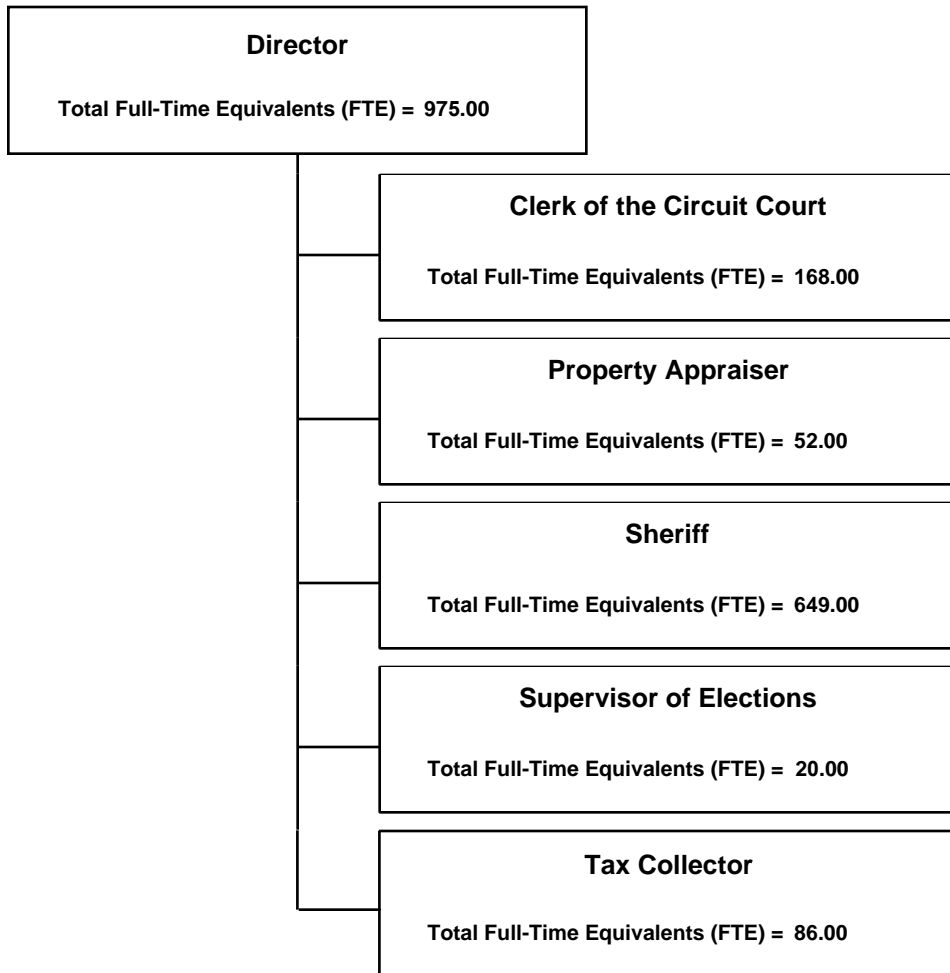
Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

| | |
|-------------------------|---------|
| Organizational Chart | 21 - 2 |
| Executive Summary | 21 - 3 |
| Constitutional Summary | 21 - 4 |
| Clerk of the Court | 21 - 6 |
| Property Appraiser | 21 - 9 |
| Sheriff | 21 - 11 |
| Supervisor of Elections | 21 - 18 |
| Tax Collector | 21 - 24 |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional



Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Executive Summary

The Constitutional section of the Leon County FY 2020 Annual Budget is comprised of the Clerk of County Courts, the Property Appraiser, the Sheriff's Office, the Supervisor of Elections, and the Tax Collector.

The Leon County Clerk's Office serves as the Clerk of the Circuit Court, the Treasurer and Custodian of County funds, and the Clerk to the Board of County Commissioners. The Property Appraiser assesses all property located within Leon County to ensure property is assessed as required by state statute. The Leon County Sheriff's Office provides law enforcement services, detention and correctional services, and coordination of public safety programs. The Supervisor of Elections is responsible for the registration of citizens to vote, processing and maintaining voter records, and conducting all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

HIGHLIGHTS

The Clerk's Office continues to provide staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provide accounting services and treasury investment management for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services; keep minutes of the Board's meetings and workshops; and provide treasury, custodian, and accounting functions for the Supervisor of Elections. The Clerk's Office continues to use technology to enhance the efficiency and effectiveness of the services it offers to its customers. For FY 2020, the contractual increase of for financial services provided by the Clerk was \$87,681. In addition, there was a nominal increase in Article V funding in the amount of \$238, for a net increase of \$81,036.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 108,000 parcels currently totaling \$28.3 billion in Just Value and \$16.6 billion in Taxable Value for Leon County. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority and the Northwest Water Management District. The Leon County Property Appraiser's office was awarded the prestigious International Association of Assessing Officers (IAAO) Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices. The Property Appraiser and the Board of County Commissioners have moved to e-TRIM for the Truth-In-Millage (TRIM) statutory reporting requirements. This electronic process has increased efficiencies for all taxing authorities in reporting county property valuations and ad valorem taxes to the State of Florida.

The Sheriff's Office continues to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. For FY 2020, the Sheriff's office added four new road deputy positions, two Crime Analysts for the Real Time Crime Center; a Property and Evidence Supervisor; and one Information Technology Analyst. Additional funding in the amount of \$1.3 million is allocated for the replacement of Sheriff patrol vehicles as well as \$2.0 million for capital improvements at the Detention Center.

The Supervisor of Elections continues to provide quality voter registration and election services to the citizens of Leon County. The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for the Presidential Preference Primary and general elections cycles and decreases in off-year election cycles. The upcoming FY 2020 cycle is a presidential preference general election cycle. For FY 2020, the Supervisor of Elections budget increased in the amount of \$1.387 million to support this primary and includes the addition of one new Administrative Services Specialist position.

The Tax Collector continues to provide efficient, accurate, and convenient tax collection to taxpayers, businesses, and taxing authorities in a fair, friendly, courteous and professional manner. The County is also responsible for paying commission on the ad valorem assessment from the Leon School Board. Due to increased property valuations, ad valorem collections will increase, causing an increase in commission payments to this office.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 59,705,951 | 60,996,353 | 63,219,812 | 606,210 | 63,826,022 | 66,837,615 |
| Operating | 17,532,830 | 18,815,216 | 21,326,444 | - | 21,326,444 | 20,794,971 |
| Transportation | 950 | 136,372 | 2,485 | - | 2,485 | 2,485 |
| Capital Outlay | 1,102,980 | 1,724,761 | 2,408,854 | - | 2,408,854 | 2,391,252 |
| Interfund Transfers | 5,638 | - | - | - | - | - |
| Constitutional Payments | 12,086,201 | 12,098,194 | 12,311,820 | - | 12,311,820 | 12,598,628 |
| Sheriff Offset | (1,553,927) | (1,657,374) | (1,916,479) | - | (1,916,479) | (1,958,809) |
| Total Budgetary Costs | <u>88,880,624</u> | <u>92,113,522</u> | <u>97,352,936</u> | <u>606,210</u> | <u>97,959,146</u> | <u>100,666,142</u> |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk of the Circuit Court | 2,095,843 | 2,185,369 | 2,266,404 | - | 2,266,404 | 2,337,278 |
| Property Appraiser | 5,091,369 | 5,088,414 | 5,059,837 | - | 5,059,837 | 5,180,406 |
| Sheriff | 72,218,808 | 75,476,502 | 79,218,528 | 522,645 | 79,741,173 | 83,251,093 |
| Supervisor of Elections | 4,482,531 | 4,118,199 | 5,401,723 | 83,565 | 5,485,288 | 4,387,139 |
| Tax Collector | 4,992,073 | 5,245,038 | 5,406,444 | - | 5,406,444 | 5,510,226 |
| Total Budget | <u>88,880,624</u> | <u>92,113,522</u> | <u>97,352,936</u> | <u>606,210</u> | <u>97,959,146</u> | <u>100,666,142</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| | 206,030 | - | - | - | - | - |
| 001 General Fund | 11,451,617 | 11,785,156 | 11,982,887 | - | 11,982,887 | 12,267,463 |
| 060 Supervisor of Elections | 4,276,500 | 4,118,199 | 5,401,723 | 83,565 | 5,485,288 | 4,387,139 |
| 110 Fine and Forfeiture | 72,644,006 | 75,897,129 | 79,639,393 | 522,645 | 80,162,038 | 83,680,375 |
| 123 Stormwater Utility | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| 135 Emergency Medical Services MSTU | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| 145 Fire Services Fee | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| 162 County Accepted Roadways and Drainage Systems Program (CARDS) (162) | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| 164 Special Assessment - Killlearn Lakes Units I and II Sewer | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| 401 Solid Waste | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Total Revenues | <u>88,880,624</u> | <u>92,113,522</u> | <u>97,352,936</u> | <u>606,210</u> | <u>97,959,146</u> | <u>100,666,142</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk of the Circuit Court | 168.00 | 168.00 | 168.00 | - | 168.00 | 168.00 |
| Property Appraiser | 52.00 | 52.00 | 52.00 | - | 52.00 | 52.00 |
| Sheriff | 628.00 | 641.00 | 641.00 | 8.00 | 649.00 | 649.00 |
| Supervisor of Elections | 19.00 | 19.00 | 19.00 | 1.00 | 20.00 | 20.00 |
| Tax Collector | 86.00 | 86.00 | 86.00 | - | 86.00 | 86.00 |
| Total Full-Time Equivalentents (FTE) | <u>953.00</u> | <u>966.00</u> | <u>966.00</u> | <u>9.00</u> | <u>975.00</u> | <u>975.00</u> |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Supervisor of Elections | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Clerk of the Circuit Court Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Constitutional Payments | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Total Budgetary Costs | 2,095,843 | 2,185,369 | 2,266,404 | - | 2,266,404 | 2,337,278 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk - Article V Expenses (110-537-614) | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Clerk - Finance Administration (001-132-586) | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Total Budget | 2,095,843 | 2,185,369 | 2,266,404 | - | 2,266,404 | 2,337,278 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| 110 Fine and Forfeiture | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Total Revenues | 2,095,843 | 2,185,369 | 2,266,404 | - | 2,266,404 | 2,337,278 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk - Finance Administration | 25.00 | 25.00 | 25.00 | - | 25.00 | 25.00 |
| Clerk - Article V Expenses | 143.00 | 143.00 | 143.00 | - | 143.00 | 143.00 |
| Total Full-Time Equivalentents (FTE) | 168.00 | 168.00 | 168.00 | - | 168.00 | 168.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration (001-132-586)

| | |
|-----------------------------------|--|
| Mission | The goal of the Leon County Clerk of the Circuit Court and Comptroller's (Clerk) Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor. |
| Core Objectives | <ol style="list-style-type: none"> 1. The Clerk to the Courts, provides support to the judiciary in all civil and criminal cases; schedules and staffs circuit and county court events; collects and distributes fines, fees, service charges and court costs as mandated by statute and city and county ordinances; keeps and provides access to court-related records; opens, assigns, reopens and reassigns all cases pursuant to statute and administrative order; conducts data entry and case maintenance for court records; summons jurors and pays juror and witness related expenses; and collects and reports court-related data as required by law. 2. Provides accounting services for the Board of County Commissioners, records management, investment management, Clerk and County Court accounting, cash management and payroll services. 3. Keeps minutes of the Board's meetings and workshops. 4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections. |
| Statutory Responsibilities | Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 29 Court System Funding; Chapter 34 County Courts; Chapter 43 Courts: General Provisions; Chapter 218 Financial Matters Pertaining to Political Subdivisions; and Chapter 938 Court Costs |
| Advisory Board | Investment Oversight Committee and Audit Advisory Committee |

Benchmarking

| Benchmark Data | FY18 Leon County Range | Benchmark |
|---|-------------------------------|------------------|
| All case categories opened or entered for benchmarking is listed below – Criminal & Civil | 98.0% - 100% | 80% |

Note: 80% Benchmark established by the Clerks of Courts Operations Corporation created by the Florida Legislature as part of Article V

Performance Measures

| Performance Measure | | FY 2017 Actual | FY 2018 Actual | FY 2019 Estimate | FY 2020 Estimate |
|--|--|-----------------------|-----------------------|-------------------------|-------------------------|
| Annual Projected % of Cases opened within x business days after initial documents are clocked | | | | | |
| Criminal Cases | Cases opened for Circuit Court defendants within 2 business days | 100 | 99 | 100 | 100 |
| | Cases opened for County Court defendants within 3 business days | 100 | 100 | 100 | 100 |
| | Cases opened for Juvenile Delinquency within 3 business days | 100 | 99 | 100 | 100 |
| | Traffic (UTC) cases opened within 3 business days | 97 | 99 | 97 | 97 |
| Civil Cases | Court Circuit cases opened within 2 business days | 100 | 99 | 100 | 100 |
| | County cases opened within 2 business days | 100 | 100 | 100 | 100 |
| | Traffic (UTC) cases opened within 4 business days | 100 | 100 | 100 | 100 |
| | Probate cases opened within 2 business days | 100 | 99 | 100 | 100 |
| | Family cases opened within 3 business days | 100 | 99 | 100 | 100 |
| Juvenile Dependency cases opened within 2 business days | 100 | 98 | 100 | 100 | |
| Criminal Cases | Circuit defendants docket entries entered within 2 business days | 100 | 100 | 100 | 100 |
| | County defendants docket entries entered within 3 business days | 100 | 100 | 100 | 100 |
| | Juvenile Delinquency docket entries entered within 2 business days | 99 | 99 | 99 | 99 |
| | Traffic (UTC) docket entries entered within 3 business days | 99 | 99 | 99 | 99 |
| Civil Cases | Circuit cases entered within 3 business days | 99 | 100 | 100 | 100 |
| | County cases entered within 3 business days | 100 | 100 | 100 | 100 |
| | Traffic (UTC) cases entered within 4 business days | 99 | 99 | 99 | 99 |
| | Probate cases entered within 3 business days | 100 | 99 | 100 | 100 |
| | Family cases entered within 3 business days | 100 | 100 | 100 | 100 |
| | Juvenile Dependency cases entered within 3 business days | 100 | 99 | 100 | 100 |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Total Budgetary Costs | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Total Revenues | 1,670,645 | 1,764,742 | 1,845,539 | - | 1,845,539 | 1,907,996 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk - Finance Division | 25.00 | 25.00 | 25.00 | - | 25.00 | 25.00 |
| Total Full-Time Equivalents (FTE) | 25.00 | 25.00 | 25.00 | - | 25.00 | 25.00 |

The major variances for the FY 2020 Clerk Finance budget are as follows:

Increases to Program Funding:

1) Contractual increase of \$81,036 for financial services provided by the Clerk as part of the contract and a nominal increase in Article V. The contract with the Clerk requires the County be responsible for 72.42% of all costs related to the Finance Department. This includes costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Clerk.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Total Budgetary Costs | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Total Revenues | 425,198 | 420,627 | 420,865 | - | 420,865 | 429,282 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Clerk - Courts | 101.50 | 101.50 | 101.50 | - | 101.50 | 101.50 |
| Clerk - Information Services | 10.00 | 10.00 | 10.00 | - | 10.00 | 10.00 |
| Clerk - Administration | 31.50 | 31.50 | 31.50 | - | 31.50 | 31.50 |
| Total Full-Time Equivalentents (FTE) | 143.00 | 143.00 | 143.00 | - | 143.00 | 143.00 |

Clerk's Article V expenses relate to Article V of the Florida Constitution. Effective July 1, 2004, Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following:

(1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

Increases to Program Funding:

1. FY 2020 budget reflects a nominal increase in Article V Funding.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Property Appraiser (001-512-586)

| | |
|----------------------------|---|
| Mission | The mission of the Property Appraiser is to locate, appraise and assess all property within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure. |
| Core Objectives | <ol style="list-style-type: none"> 1. Locate, identify and appraise at fair market value all property in Leon County. 2. Maintain assessment limitations as required by Florida Statute. 3. Provide effective and efficient service to the citizens of Leon County. 4. Administer all exemptions and classifications. 5. Submit the tax roll to the Department of Revenue, the Tax Collector and all taxing authorities. 6. Administer the Truth in Millage (TRIM) process. |
| Statutory Responsibilities | Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200. |
| Advisory Board | None |

| Performance Measures | | | | |
|---|-----------------|-----------------|------------------|------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Parcel Count (Real and Personal Property) | 120,377 | 120,924 | 121,000 | 121,500 |
| Property Transactions (Sale Count) | 11,467 | 11,905 | 12,100 | 12,500 |
| Number of Homestead Exemptions (F.S. 196.031) | 55,267 | 55,765 | 55,800 | 56,000 |
| Number of Senior Exemptions (F.S. 196.075) | 1,533 | 1,512 | 1,570 | 1,550 |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Property Appraiser (001-512-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Constitutional Payments | 5,091,369 | 5,088,414 | 5,059,837 | - | 5,059,837 | 5,180,406 |
| Total Budgetary Costs | 5,091,369 | 5,088,414 | 5,059,837 | - | 5,059,837 | 5,180,406 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 5,091,369 | 5,088,414 | 5,059,837 | - | 5,059,837 | 5,180,406 |
| Total Revenues | 5,091,369 | 5,088,414 | 5,059,837 | - | 5,059,837 | 5,180,406 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Property Appraiser | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Financial Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Administrative Supervisor/Secretary/Telephone Operator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Assistant Property Appraiser | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief Deputy of Appraisals | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Commercial Analyst | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Exemption/Customer Service Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Data Entry Operator | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Chief Information Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Management Services | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Real Estate | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Exempt/Customer Service Technicians | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| GIS Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| GIS/IT Specialist | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Land Appraisers/Sales | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Land Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| NAL Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| TPP Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Network System Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Residential Appraisal/Specialist | 11.00 | 11.00 | 11.00 | - | 11.00 | 11.00 |
| RE Title/NAL Technician | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Supervisor/Administrator Field Operations | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| TPP Appraiser/Auditor | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Tax Roll Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 52.00 | 52.00 | 52.00 | - | 52.00 | 52.00 |

The major variances for the FY 2020 Property Appraiser's budget are as follows:

Decreases to Program Funding:

1) For FY 2020, the Property Appraiser budget reflects decrease in operating (\$85,750) and capital outlay (\$42,000) expenditures. This is offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Property Appraiser. The total reduction in the Property Appraiser's budget is \$28,577.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Sheriff Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 57,481,477 | 58,707,198 | 60,315,175 | 522,645 | 60,837,820 | 64,390,070 |
| Operating | 15,419,269 | 16,719,307 | 18,454,380 | - | 18,454,380 | 18,454,380 |
| Capital Outlay | 866,351 | 1,707,371 | 2,365,452 | - | 2,365,452 | 2,365,452 |
| Interfund Transfers | 5,638 | - | - | - | - | - |
| Sheriff Offset | (1,553,927) | (1,657,374) | (1,916,479) | - | -1,916,479 | (1,958,809) |
| Total Budgetary Costs | <u>72,218,808</u> | <u>75,476,502</u> | <u>79,218,528</u> | <u>522,645</u> | <u>79,741,173</u> | <u>83,251,093</u> |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Corrections (110-511-586) | 35,663,114 | 36,833,566 | 38,408,071 | - | 38,408,071 | 39,980,374 |
| Law Enforcement (110-510-586) | 36,555,693 | 38,642,936 | 40,810,457 | 522,645 | 41,333,102 | 43,270,719 |
| Total Budget | <u>72,218,808</u> | <u>75,476,502</u> | <u>79,218,528</u> | <u>522,645</u> | <u>79,741,173</u> | <u>83,251,093</u> |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 72,218,808 | 75,476,502 | 79,218,528 | 522,645 | 79,741,173 | 83,251,093 |
| Total Revenues | <u>72,218,808</u> | <u>75,476,502</u> | <u>79,218,528</u> | <u>522,645</u> | <u>79,741,173</u> | <u>83,251,093</u> |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| | 1.00 | | - | - | - | - |
| Law Enforcement | 337.00 | 347.00 | 347.00 | 8.00 | 355.00 | 355.00 |
| Corrections | 290.00 | 294.00 | 294.00 | - | 294.00 | 294.00 |
| Total Full-Time Equivalentents (FTE) | <u>628.00</u> | <u>641.00</u> | <u>641.00</u> | <u>8.00</u> | <u>649.00</u> | <u>649.00</u> |

Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Sheriff – Law Enforcement (110-510-586)

| | |
|----------------------------|---|
| Mission | The mission of the Leon County Sheriff's Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service. 2. Investigate crimes and diligently pursue those persons who violate the law. 3. Provide School Resource Officers at all high schools and middle schools. 4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners. 5. Provide Leon County courthouse and courtroom security. 6. Provide the citizens of Leon County with informational publications and programs for crime prevention. 7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies. |
| Statutory Responsibilities | F.S. Article V, Chapter 30 – Sheriffs |
| Advisory Board | Public Safety Communications Board |

| Performance Measures | | | | |
|---|-----------------|-----------------|------------------|------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Number of civil processes served ¹ . | 24,250 | 25,991 | 23,808 | 22,500 |
| Number of uniform patrol primary/secondary calls for service ² . | 116,655 | 114,825 | 113,500 | 117,764 |
| Number of warrants served. | 5,232 | 5,380 | 5,500 | 5,500 |
| Number visitors checked at Courthouse entrances. | 272,928 | 275,572 | 277,688 | 275,000 |

Notes:

1. Value does not include attempts for service.
2. Values reflect only calls for Uniform Patrol.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 32,798,030 | 33,316,395 | 33,886,458 | 522,645 | 34,409,103 | 36,389,050 |
| Operating | 4,945,832 | 5,602,410 | 6,830,628 | - | 6,830,628 | 6,830,628 |
| Capital Outlay | 822,391 | 1,481,505 | 2,109,850 | - | 2,109,850 | 2,109,850 |
| Interfund Transfers | (456,632) | - | - | - | - | - |
| Sheriff Offset | (1,553,927) | (1,757,374) | (2,016,479) | - | (2,016,479) | (2,058,809) |
| Total Budgetary Costs | 36,555,693 | 38,642,936 | 40,810,457 | 522,645 | 41,333,102 | 43,270,719 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 36,555,693 | 38,642,936 | 40,810,457 | 522,645 | 41,333,102 | 43,270,719 |
| Total Revenues | 36,555,693 | 38,642,936 | 40,810,457 | 522,645 | 41,333,102 | 43,270,719 |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Aircraft Mechanic | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Auto Mechanic III | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Captain | 6.00 | 6.00 | 6.00 | - | 6.00 | 6.00 |
| Crime Intel Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fiscal Operations Clerk I | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Judicial Services Clerk | 1.00 | 1.00 | 2.00 | - | 2.00 | 2.00 |
| Communications Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Deputy | 197.00 | 205.00 | 205.00 | 4.00 | 209.00 | 209.00 |
| Evidence Custodian | 6.00 | 7.00 | 5.00 | - | 5.00 | 5.00 |
| Finance Operations Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fiscal Accounts Payable | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fleet Maintenance Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| General Counsel | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Lieutenant | 14.00 | 14.00 | 14.00 | - | 14.00 | 14.00 |
| Lieutenant Accreditation | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Process Server | 7.00 | 7.00 | 7.00 | - | 7.00 | 7.00 |
| Records Clerk | 2.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Records Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Secretary | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Sergeant | 31.00 | 31.00 | 31.00 | - | 31.00 | 31.00 |
| Sheriff's Secretary | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Sheriff | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Victim Advocate | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| IT Support Specialist | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Civil Enforcement Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Crime Analyst | 8.00 | 7.00 | 8.00 | 2.00 | 10.00 | 10.00 |
| Fingerprint Clerk | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fiscal Operations Purch/Prop | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| Fleet Maintenance Mechanic | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Human Resources Generalist | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Payroll Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Human Resources Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| IT Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of Media Relations | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Records Custodian | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Records Specialist | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Latent Fingerprint Examiner | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Paralegal | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Public Information Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Judicial Services Specialist | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 |
| IT Administrator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fiscal Clerk II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Traffic Support Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief | 5.00 | 5.00 | 5.00 | - | 5.00 | 5.00 |
| IT Analyst | 2.00 | 2.00 | 2.00 | 1.00 | 3.00 | 3.00 |
| Property and Evidence Supervisor | - | - | - | 1.00 | 1.00 | 1.00 |
| Chief Financial Officer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | <u>337.00</u> | <u>347.00</u> | <u>347.00</u> | <u>8.00</u> | <u>355.00</u> | <u>355.00</u> |

Leon County Fiscal Year 2020 Adopted Budget**Constitutional****Sheriff - Law Enforcement (110-510-586)****Increases to Program Funding:**

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.65%. The increase in the Law Enforcement portion of the Sheriff's budget is 6.96% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for salary adjustments based on a 3% average.
2. Additional personnel costs are associated with the final year of a three-year phase in of positions for the Sheriff. The following positions are included in the FY 2020 budget request: four new Deputies; two Crime Analysts for the Real Time Crime Center; a Property and Evidence Supervisor; and one Information Technology Analyst. The total cost for these eight positions is \$522,645.
3. \$262,191 for operating supplies for the Real Time Crime Center including furniture and computers, and the cost increase for the purchase of body armor for deputies.
4. \$165,736 for increased cost related to the repair and maintenance for vehicles, radios, the helicopter fleet.
5. \$125,000 for the replacement of mobile data terminals in patrol vehicles.
6. \$103,200 for computer software licenses.

Increases in capital outlay funding:

1. \$206,000 for new vehicles for new deputies.
2. \$211,200 for the first year of a replacement schedule for tasers.
3. \$140,000 for a digital video management system related to the Real Time Crime Center.
4. \$118,500 for additional equipment for information technology related items such as laptops and computer replacements for new employees.
5. \$41,250 for new and replacement automated external defibrillators.
6. \$33,600 for investigative equipment including surveillance cameras.
7. \$25,000 to establish a new drone program.

Decreases in Grant-in-Aid Funding:

The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the history was realigned to the CDA funding account in the Non-Operating Department.

Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Sheriff – Corrections (110-511-586)

| | |
|----------------------------|--|
| Mission | The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County. |
| Core Objectives | <ol style="list-style-type: none"> 1. Provide care, custody, and control of inmates. 2. Provide medical care for inmates. 3. Administer financial responsibility for medical expenses. 4. Provide transportation of inmates. 5. Provide educational and treatment programs for inmates. 6. Manage inmate work crew programs. |
| Statutory Responsibilities | F.S. Article V, Chapter 30 – Sheriffs |
| Advisory Board | Public Safety Coordinating Council |

| Performance Measures | | | | |
|----------------------------------|-----------------|-----------------|------------------|------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Number of inmates on average. | 1,038 | 1,033 | 1,051 | 1,062 |
| Number of work crew labor hours. | 100,175 | 108,440 | 110,100 | 112,000 |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Sheriff - Corrections (110-511-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 24,683,447 | 25,390,803 | 26,428,717 | - | 26,428,717 | 28,001,020 |
| Operating | 10,473,437 | 11,116,897 | 11,623,752 | - | 11,623,752 | 11,623,752 |
| Capital Outlay | 43,960 | 225,866 | 255,602 | - | 255,602 | 255,602 |
| Interfund Transfers | 462,270 | - | - | - | - | - |
| Sheriff Offset | - | 100,000 | 100,000 | - | 100,000 | 100,000 |
| Total Budgetary Costs | <u>35,663,114</u> | <u>36,833,566</u> | <u>38,408,071</u> | <u>-</u> | <u>38,408,071</u> | <u>39,980,374</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 35,663,114 | 36,833,566 | 38,408,071 | - | 38,408,071 | 39,980,374 |
| Total Revenues | <u>35,663,114</u> | <u>36,833,566</u> | <u>38,408,071</u> | <u>-</u> | <u>38,408,071</u> | <u>39,980,374</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Major | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Captain | 4.00 | 4.00 | 4.00 | - | 4.00 | 4.00 |
| Lieutenant | 8.00 | 8.00 | 8.00 | - | 8.00 | 8.00 |
| Sergeant | 30.00 | 30.00 | 30.00 | - | 30.00 | 30.00 |
| Correctional Officer | 194.00 | 198.00 | 198.00 | - | 198.00 | 198.00 |
| Correctional Technician | 33.00 | 33.00 | 33.00 | - | 33.00 | 33.00 |
| Administrative Assistant | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Inmate Records Clerk | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Maintenance Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Maintenance II | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Fiscal OPS Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Maintenance - Electrician | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Maintenance - General | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| Facilities Maintenance - HVAC | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Facilities Maintenance - Plumber | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Inmate Records Specialist | 2.00 | 2.00 | 2.00 | - | 2.00 | 2.00 |
| IT Support Supervisor | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Chief | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Warehouse Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Inmate Commissary | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Jail Records Custodian | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | <u>290.00</u> | <u>294.00</u> | <u>294.00</u> | <u>-</u> | <u>294.00</u> | <u>294.00</u> |

Increases to Program Funding:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.65%. The increase in Correction's portion of the Sheriff's budget is 4.27% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs increase, and funding for salary adjustments based on a 3% average.
2. \$227,178 for contractual services related to food services and onsite and offsite medical care for inmates.
3. \$106,000 in kitchen supplies for the Detention Center related to food service contract.
4. \$93,632 for software, fleet, and radio repair and maintenance.
5. \$26,756 in various insurance increases including property, liability and prison medical.

Increases in capital outlay funding including:

1. \$74,572 in security monitors, printers and touchscreen computer replacements at the detention facility.
3. \$60,000 for a vehicle replacement related to the transport of inmates.
3. \$23,000 to replace kitchen equipment including a convection oven and other appliances not covered by the food service contract.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Supervisor of Elections Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 2,224,474 | 2,289,155 | 2,904,637 | 83,565 | 2,988,202 | 2,447,545 |
| Operating | 1,688,363 | 1,675,282 | 2,451,199 | - | 2,451,199 | 1,911,309 |
| Transportation | 950 | 136,372 | 2,485 | - | 2,485 | 2,485 |
| Capital Outlay | 236,629 | 17,390 | 43,402 | - | 43,402 | 25,800 |
| Constitutional Payments | 332,114 | - | - | - | - | - |
| Total Budgetary Costs | <u>4,482,531</u> | <u>4,118,199</u> | <u>5,401,723</u> | <u>83,565</u> | <u>5,485,288</u> | <u>4,387,139</u> |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 2016/17 Federal Elections Grant (061-953017-513) | 55,230 | - | - | - | - | - |
| Albert Monitoring Grant (061-953020-513) | 9,732 | - | - | - | - | - |
| Elections (060-520-586) | 215,407 | - | - | - | - | - |
| Elections (060-521-513) | 1,386,081 | 1,421,462 | 2,626,968 | - | 2,626,968 | 1,408,646 |
| Elections (060-521-586) | 116,707 | - | - | - | - | - |
| Elections Security Grant (061-953019-513) | 141,069 | - | - | - | - | - |
| Voter Registration (060-520-513) | 2,558,305 | 2,696,737 | 2,774,755 | 83,565 | 2,858,320 | 2,978,493 |
| Total Budget | <u>4,482,531</u> | <u>4,118,199</u> | <u>5,401,723</u> | <u>83,565</u> | <u>5,485,288</u> | <u>4,387,139</u> |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| | 206,030 | - | - | - | - | - |
| 060 Supervisor of Elections | 4,276,500 | 4,118,199 | 5,401,723 | 83,565 | 5,485,288 | 4,387,139 |
| Total Revenues | <u>4,482,531</u> | <u>4,118,199</u> | <u>5,401,723</u> | <u>83,565</u> | <u>5,485,288</u> | <u>4,387,139</u> |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Voter Registration | 19.00 | 19.00 | 19.00 | 1.00 | 20.00 | 20.00 |
| Total Full-Time Equivalentents (FTE) | <u>19.00</u> | <u>19.00</u> | <u>19.00</u> | <u>1.00</u> | <u>20.00</u> | <u>20.00</u> |
| | | | | | | |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Elections | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalentents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Supervisor of Elections (060-520/521-513)

| | |
|-----------------------------------|---|
| Mission | The mission of the Supervisor of Elections office is to provide outstanding voter services and accessible elections in Leon County with integrity, transparency, and accuracy. |
| Core Objectives | <ol style="list-style-type: none"> 1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district. 2. Maintain registration records in physical and electronic form via statewide voter registration database. 3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses. 4. Perform voter outreach in Leon County at local events and approximately 25 library, school and branch sites by providing access to voter registration material and educating the public on registration, voting and elections. 5. Qualify all candidates for county, municipal or special district office within Leon County. 6. Provide candidates, parties and committees with information on voters including name and address, registration status, demographics and voting history, maps and information such as precinct street maps and lists. 7. Publish election related material and advertising as required by state statute notifying citizens, candidates, political parties and committees of dates of events relating to all elections. 8. Train poll workers for each election as required by state statute. 9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida. 10. Manage voter precinct assignments in response to population changes, legislative redistricting or changes in local jurisdictions including annexations by the City of Tallahassee or the creation of special districts. |
| Statutory Responsibilities | Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter |
| Advisory Board | County Canvassing Board |

| Performance Measures | | | | | | | |
|--|-----------------------------|---------|-------------------------------|---------|---------|-------------------------------|---------|
| Performance Measures | 2018 Election Cycle Actuals | | 2020 Election Cycle Estimates | | | 2022 Election Cycle Estimates | |
| | Primary | General | PPP | Primary | General | Primary | General |
| Number of Registered Voters | 206,878 | 213,195 | 218,000 | 218,000 | 231,000 | 225,000 | 233,000 |
| Number of Voters Who Voted | 76,634 | 141,111 | 96,320 | 80,660 | 189,420 | 78,750 | 144,460 |
| Voter Turnout Percentage | 37% | 66% | 56%* | 37% | 82% | 35% | 62% |
| Number of Early Voters | 18,161 | 56,119 | 26,970 | 19,358 | 85,239 | 21,263 | 65,007 |
| Number of Precinct Poll Workers Deployed | 788 | 863 | 775 | 800 | 850 | 800 | 850 |
| Number of Absentee Ballots Mailed | 31,240 | 31,463 | 22,154 | 21,335 | 41,388 | 19,018 | 33,226 |
| Number of Absentee Ballots Processed | 17,800 | 27,359 | 19,264 | 18,552 | 35,990 | 16,538 | 28,892 |
| Number of Provisional Ballots Cast | 83 | 288 | 200 | 75 | 225 | 75 | 225 |
| Number of Provisional Ballots Accepted | 43 | 78 | 75 | 37 | 56 | 37 | 56 |

*Percentage is based on number of eligible voters who vote. Due to a closed primary, only 172,000 REPS and DEMS are projected to be eligible to vote in this election.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Supervisor of Elections - Voter Registration (060-520-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 1,926,748 | 1,965,628 | 2,008,490 | 83,565 | 2,092,055 | 2,162,314 |
| Operating | 594,693 | 720,219 | 751,585 | - | 751,585 | 814,679 |
| Capital Outlay | 36,865 | 10,890 | 14,680 | - | 14,680 | 1,500 |
| Total Budgetary Costs | <u>2,558,305</u> | <u>2,696,737</u> | <u>2,774,755</u> | <u>83,565</u> | <u>2,858,320</u> | <u>2,978,493</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 060 Supervisor of Elections | 2,558,305 | 2,696,737 | 2,774,755 | 83,565 | 2,858,320 | 2,978,493 |
| Total Revenues | <u>2,558,305</u> | <u>2,696,737</u> | <u>2,774,755</u> | <u>83,565</u> | <u>2,858,320</u> | <u>2,978,493</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Administrative Services Specialist | - | - | - | 1.00 | 1.00 | 1.00 |
| Elections Systems Specialist | - | 1.00 | - | - | - | - |
| Supervisor of Elections | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Deputy Supervisor of Elections | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Admin. Services Director | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Information Technology Dir. | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Voting Systems Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Outreach Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Election Project Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Voter Services Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Voting Systems Technician I | 2.00 | 2.00 | 1.00 | - | 1.00 | 1.00 |
| Demographics/GIS Manager | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Voter Services Specialist | 3.00 | - | 3.00 | - | 3.00 | 3.00 |
| Election Records Clerk | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Voter Services Specialist II | 1.00 | - | 1.00 | - | 1.00 | 1.00 |
| Voting Systems Technician II | 1.00 | 1.00 | 2.00 | - | 2.00 | 2.00 |
| Outreach Specialist | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Information Technology Specialist | 1.00 | - | 1.00 | - | 1.00 | 1.00 |
| Elections Records Specialist | - | 3.00 | - | - | - | - |
| Elections Records Specialist II | - | 1.00 | - | - | - | - |
| Total Full-Time Equivalents (FTE) | <u>19.00</u> | <u>19.00</u> | <u>19.00</u> | <u>1.00</u> | <u>20.00</u> | <u>20.00</u> |

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Preference Primary and preparing for the November general election cycle and decreases in off year election cycles. The upcoming FY 2020 cycle is a Presidential Preference Primary and general election preparation cycle.

The major variances for the FY 2020 Supervisor of Election Voter Registration budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Supervisor of Elections. In addition, increase includes one new Administrative Services Specialist position with a fiscal impact of \$83,565.
2. \$44,937 for contractual services for enhanced cyber security and graphic design services.
3. \$29,876 in repairs and maintenance for online data back up service, security monitoring, and warehouse equipment repairs.
4. \$24,188 for mailing equipment and software leases.
5. \$7,690 for office furniture and workshop tools.

Decreases in Program Funding:

1. \$12,985 in promotional activities for social media ads and print advertising.
2. \$15,400 for training due to a decrease in staff certification requirements.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-520-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 215,407 | - | - | - | - | - |
| Total Budgetary Costs | 215,407 | - | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 060 Supervisor of Elections | 215,407 | - | - | - | - | - |
| Total Revenues | 215,407 | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-521-513)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|-------------------|--------------------|-------------------------|-------------------|-------------------|-------------------|
| Personnel Services | 297,726 | 323,527 | 896,147 | - | 896,147 | 285,231 |
| Operating | 960,023 | 955,063 | 1,699,614 | - | 1,699,614 | 1,096,630 |
| Transportation | 950 | 136,372 | 2,485 | - | 2,485 | 2,485 |
| Capital Outlay | 127,382 | 6,500 | 28,722 | - | 28,722 | 24,300 |
| Total Budgetary Costs | <u>1,386,081</u> | <u>1,421,462</u> | <u>2,626,968</u> | <u>-</u> | <u>2,626,968</u> | <u>1,408,646</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 060 Supervisor of Elections | 1,386,081 | 1,421,462 | 2,626,968 | - | 2,626,968 | 1,408,646 |
| Total Revenues | <u>1,386,081</u> | <u>1,421,462</u> | <u>2,626,968</u> | <u>-</u> | <u>2,626,968</u> | <u>1,408,646</u> |
| OPS Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Elections Consolidated OPS | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total OPS Full-Time Equivalents (FTE) | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> | <u>1.00</u> | <u>1.00</u> |

The major variances for the FY 2020 Supervisor of Elections, Elections budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Supervisor of Elections, including an additional \$477,000 in OPS funding for poll workers necessary to conduct the presidential primary election.
2. \$241,667 in contractual services for temporary workers and security and traffic control at precincts for the election.
3. \$131,693 for in printing and binding for election day and early voting ballots, election guides and training manuals.
4. \$90,765 in postage for mailing of election guides and sample ballots.
5. \$42,317 for voting machine repair, software licensing and hardware warranties.
6. \$28,800 for promotional activities including TV, newspaper and radio ads.
7. \$15,280 in rentals and leases for polling site stipends and election week rental trucks.
8. \$12,016 for operating supplies related to early voting and vote by mail teams.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-521-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 116,707 | - | - | - | - | - |
| Total Budgetary Costs | 116,707 | - | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 060 Supervisor of Elections | 116,707 | - | - | - | - | - |
| Total Revenues | 116,707 | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 4,992,073 | 5,245,038 | 5,406,444 | - | 5,406,444 | 5,510,226 |
| Total Budgetary Costs | 4,992,073 | 5,245,038 | 5,406,444 | - | 5,406,444 | 5,510,226 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tax Collector (001-513-586) | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| Tax Collector (123-513-586) | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| Tax Collector (135-513-586) | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| Tax Collector (145-513-586) | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| Tax Collector (162-513-586) | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| Tax Collector (164-513-586) | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| Tax Collector (401-513-586) | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Total Budget | 4,992,073 | 5,245,038 | 5,406,444 | - | 5,406,444 | 5,510,226 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| 123 Stormwater Utility | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| 135 Emergency Medical Services MSTU | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| 145 Fire Services Fee | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| 162 County Accepted Roadways and Drainage | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| 164 Special Assessment Killlearn Lakes | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| 401 Solid Waste | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Total Revenues | 4,992,073 | 5,245,038 | 5,406,444 | - | 5,406,444 | 5,510,226 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tax Collector | 86.00 | 86.00 | 86.00 | - | 86.00 | 86.00 |
| Total Full-Time Equivalentents (FTE) | 86.00 | 86.00 | 86.00 | - | 86.00 | 86.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Constitutional

Tax Collector (001-513-586)

| | |
|----------------------------|--|
| Mission | 1. The Leon County Tax Collector's Office informs the public of tax obligations and available services; collects authorized taxes and fees from people and businesses in a fair and professional manner; and efficiently distributes the proceeds in accordance with law to the taxing authorities. |
| Core Objectives | <ol style="list-style-type: none"> 1. Collect all authorized property taxes and fees within Leon County. 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law. 3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion. 4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission. 5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health 6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services. |
| Statutory Responsibilities | Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322 |
| Advisory Board | None |

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (001-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| Total Budgetary Costs | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| Total Revenues | 4,689,603 | 4,932,000 | 5,077,511 | - | 5,077,511 | 5,179,061 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Tax Collector | 86.00 | 86.00 | 86.00 | - | 86.00 | 86.00 |
| Total Full-Time Equivalents (FTE) | 86.00 | 86.00 | 86.00 | - | 86.00 | 86.00 |

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

This budget reflects estimated commission payments based on 6.05% increase in property values and the related collection of ad valorem taxes. In addition to property taxes levied by the County, Florida Statutes requires the County to pay all commissions related to the collection of School Board ad valorem taxes. The FY 2020 increase in the Tax Collector's budget is \$135,895.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (123-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| Total Budgetary Costs | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 123 Stormwater Utility | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |
| Total Revenues | 67,617 | 65,920 | 71,850 | - | 71,850 | 72,568 |

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (135-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| Total Budgetary Costs | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 135 Emergency Medical Services MSTU | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |
| Total Revenues | 150,144 | 156,149 | 162,395 | - | 162,395 | 162,395 |

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (145-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| Total Budgetary Costs | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 145 Fire Services Fee | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |
| Total Revenues | 47,048 | 47,849 | 50,590 | - | 50,590 | 51,096 |

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (162-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| Total Budgetary Costs | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 162 County Accepted Roadways and Drainage Systems Program (CARDS) (162) | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |
| Total Revenues | 3,262 | 5,500 | 5,500 | - | 5,500 | 5,500 |

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, primarily roadway and associated stormwater improvements.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (164-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| Total Budgetary Costs | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 164 Special Assessment - Killlearn Lakes Units I and II Sewer | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |
| Total Revenues | 4,497 | 5,000 | 5,000 | - | 5,000 | 5,000 |

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killlearn Lakes Unit I & II.

Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Tax Collector - Tax Collector (401-513-586)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Constitutional Payments | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Total Budgetary Costs | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 401 Solid Waste | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |
| Total Revenues | 29,902 | 32,620 | 33,598 | - | 33,598 | 34,606 |

Notes:

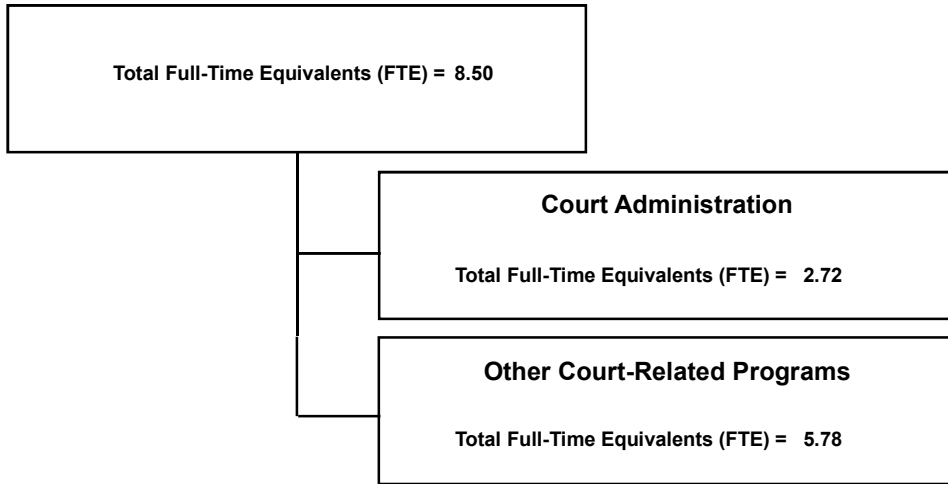
This budget reflects estimated commission payments associated with the collection of the unincorporated area solid waste disposal non ad valorem assessment.

Leon County Fiscal Year 2020 Adopted Budget**Judicial**

| | |
|------------------------------|---------|
| Organizational Chart | 22 – 2 |
| Executive Summary | 22 – 3 |
| Judicial Summary | 22 – 4 |
| Court Administration | 22 – 5 |
| Other Court-Related Programs | 22 – 9 |
| State Attorney | 22 – 17 |
| Public Defender | 22 – 21 |
| Guardian Ad Litem | 22 – 25 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial



Leon County Fiscal Year 2020 Adopted Budget**Judicial****Executive Summary**

The Judicial section of the Leon County FY 2020 Annual Budget is comprised of Court Administration and Other Court-Related Programs, the State Attorney, the Public Defender, and Guardian Ad Litem.

Court Administration protects rights and liberties, upholds and interprets the law, and provides for the peaceful resolution of disputes for citizens of Leon County and other surrounding counties in the 2nd Judicial Circuit. Additionally, Court Administration is responsible for court reporting, the law library, family law assistance program, family visitation program, mediation, teen court, non-conflict attorney, detention review coordination, mental health coordination, and indigent probate services. The State Attorney prosecutes all criminal cases in the 2nd Judicial Circuit for the punishment of crimes and the safety and protection of the public. The Public Defender's office provides quality legal representation to all indigents charged with criminal offenses. Guardian Ad Litem advocates for the best interest of children who are abused, neglected, or abandoned, and who are involved in court proceedings.

HIGHLIGHTS

The Mental Health Coordinator continues to provide case management services for all mentally ill defendants with criminal charges pending in Leon County. It's estimated that 35,718 jail beds and \$2.67 million in costs will be avoided in FY 2020 due to Mental Health Coordinator intervention.

Teen Court continues to be one of the most successful and cost-effective juvenile diversion programs. The recidivism rate, a key indicator of the program's success, is reported on graduates that re-offend within one year of completing the program. It is estimated that only 3.5% of graduates will re-offend in FY 2020.

Beginning in FY 2016, at the request of the Court Administration, the Board approved the creation of the Veteran's Court, which will be funded annually by the State of Florida. The Veteran's Court provides felony and/or misdemeanor pretrial or post-adjudicatory veterans' treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, on probation or community control for criminal offenses. An estimated 32 defendants will be served by the Veteran's Court in FY 2020.

In FY 2019, the State Attorney's Office established a new diversion program to address minor offenses through community interventions. The State Attorney's Office will receive and handle approximately 5,300 felony referrals, 900 juvenile referrals, and 6,900 misdemeanor referrals in FY 2020. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and juvenile criminal cases referred. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of 10,500 cases to be closed in FY 2020. The Public Defender's office continues to provide quality legal representation to all indigents charged with criminal offenses.

Guardian Ad Litem continues to provide children with legal representation and advocacy services. In FY 2020, Guardian Ad Litem will represent approximately 661 children who are residents of Leon County.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 460,325 | 521,584 | 563,105 | - | 563,105 | 558,116 |
| Operating | 216,464 | 269,797 | 268,855 | - | 268,855 | 269,898 |
| Capital Outlay | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Grants-in-Aid | 301,500 | 313,019 | 311,404 | - | 311,404 | 186,689 |
| Total Budgetary Costs | 978,290 | 1,157,505 | 1,194,854 | - | 1,194,854 | 1,066,478 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Court Administration | 219,023 | 215,130 | 218,424 | - | 218,424 | 225,389 |
| Other Court-Related Programs | 500,516 | 649,973 | 685,905 | - | 685,905 | 550,237 |
| State Attorney | 112,381 | 133,300 | 132,120 | - | 132,120 | 132,255 |
| Public Defender | 124,880 | 136,390 | 134,980 | - | 134,980 | 135,145 |
| Guardian Ad Litem | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |
| Total Budget | 978,290 | 1,157,505 | 1,194,854 | - | 1,194,854 | 1,066,478 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 240,512 | 237,842 | 241,849 | - | 241,849 | 248,841 |
| 110 Fine and Forfeiture | 494,761 | 529,604 | 527,014 | - | 527,014 | 402,314 |
| 114 Family Law Legal Services | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| 117 Judicial Programs | 140,095 | 319,244 | 354,892 | - | 354,892 | 341,465 |
| Total Revenues | 978,290 | 1,157,505 | 1,194,854 | - | 1,194,854 | 1,066,478 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Court Administration | 2.72 | 2.72 | 3.00 | - | 3.00 | 3.00 |
| Other Court-Related Programs | 5.78 | 5.78 | 5.50 | - | 5.50 | 5.50 |
| Total Full-Time Equivalentents (FTE) | 8.50 | 8.50 | 8.50 | - | 8.50 | 8.50 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Court Administration Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 190,747 | 183,670 | 186,028 | - | 186,028 | 192,875 |
| Operating | 28,275 | 31,460 | 32,396 | - | 32,396 | 32,514 |
| Total Budgetary Costs | 219,023 | 215,130 | 218,424 | - | 218,424 | 225,389 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Court Administration (001-540-601) | 205,945 | 204,425 | 206,609 | - | 206,609 | 213,456 |
| Court Information Systems (001-540-713) | 13,078 | 10,705 | 11,815 | - | 11,815 | 11,933 |
| Total Budget | 219,023 | 215,130 | 218,424 | - | 218,424 | 225,389 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 219,023 | 215,130 | 218,424 | - | 218,424 | 225,389 |
| Total Revenues | 219,023 | 215,130 | 218,424 | - | 218,424 | 225,389 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Court Administration | 2.72 | 2.72 | 3.00 | - | 3.00 | 3.00 |
| Total Full-Time Equivalentents (FTE) | 2.72 | 2.72 | 3.00 | - | 3.00 | 3.00 |

Leon County Fiscal Year 2020 **Adopted** Budget

Judicial

Court Administration (001-540-601)

| | |
|-----------------------------------|---|
| Goal | The goal of the Office of Court Administration's Criminal Court Case Management Unit is to provide judicial case management for all cases in Leon County's criminal justice system in an effort to reduce delays in case disposition and/or defendant release. |
| Objectives | <p>Criminal Case Management:</p> <ol style="list-style-type: none"> 1. Oversight and supervision of Mental Health dockets, Veterans Treatment Court, and Felony Drug Court. 2. Performs early identification of all veterans and persons diagnosed with a mental illness booked into the Leon County Detention facility. 3. Provides judicial case management services for all in custody defendants. Specifically, those defendants who are 1) diagnosed with a mental illness, 2) participating in the Leon County Felony Drug Court program, or 3) participating in the Leon County Veterans Treatment Court program. 4. Reviews, enhances and coordinates all criminal court processes. 5. Attends the Criminal Justice Coordinating Committee (CJCC) and the Public Safety Coordinating Council (PSCC). 6. Provides training and oversight of court approved risk assessment tools. 7. Coordinates bi-weekly multi-disciplinary team staffing for all adult specialty courts and/or dockets. 8. Provides weekly, bi-weekly, and monthly case ageing reports to court parties. 9. Serves as Court Liaison for jail population review and management with all outside agencies. |
| Statutory Responsibilities | Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts" |
| Advisory Board | Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant at First Steps board meetings. |

| Performance Measures | | | | |
|--|-----------------|-----------------|------------------|------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention. | 32,151 | 39,284 | 32,901 | 35,718 |
| Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention. ¹ | \$2.53 million | \$2.94 million | \$2.46 million | \$2.67 million |
| Number of Defendants Ordered to a Psychiatric Facility for Stabilization. | 55 | 63 | 64 | 70 |
| Number of Defendants Found to be Incompetent to Proceed. | 104 | 125 | 112 | 122 |
| Number of Defendants served by Veterans Treatment Court (VTC). | 30 | 36 | 28 | 32 |
| Number of Defendants served by Felony Drug Court (FDC). | 100 | 85 | 68 | 77 |

Notes:

¹ Cost per day for the jail used in calculations is \$74.75.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Court Administration - Court Administration (001-540-601)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 190,747 | 183,670 | 186,028 | - | 186,028 | 192,875 |
| Operating | 15,197 | 20,755 | 20,581 | - | 20,581 | 20,581 |
| Total Budgetary Costs | 205,945 | 204,425 | 206,609 | - | 206,609 | 213,456 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 205,945 | 204,425 | 206,609 | - | 206,609 | 213,456 |
| Total Revenues | 205,945 | 204,425 | 206,609 | - | 206,609 | 213,456 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Administrative Associate V | 1.00 | - | - | - | - | - |
| Detention Review Coordinator | - | - | 1.00 | - | 1.00 | 1.00 |
| Criminal Court Specialist | - | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Criminal Court Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Trial Court Marshal | 0.72 | 0.72 | - | - | - | - |
| Total Full-Time Equivalents (FTE) | 2.72 | 2.72 | 3.00 | - | 3.00 | 3.00 |

The major variances for the FY 2020 Court Administration budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Costs associated with adjusted mileage rates for travel reimbursement.

Decreases to Program Funding:

1. Several position changes affect Court Administration: The Trial Court Marshall position which was previously split-funded between Court Administration and Judicial Programs/ Article V is now entirely aligned to Judicial Programs/Article V; the Case Coordinator position previously aligned with Teen Court is now aligned with Court Administration and has been reclassified as a Detention Review Coordinator.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Court Administration - Court Information Systems (001-540-713)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 13,078 | 10,705 | 11,815 | - | 11,815 | 11,933 |
| Total Budgetary Costs | 13,078 | 10,705 | 11,815 | - | 11,815 | 11,933 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 13,078 | 10,705 | 11,815 | - | 11,815 | 11,933 |
| Total Revenues | 13,078 | 10,705 | 11,815 | - | 11,815 | 11,933 |

Effective July 1, 2004 Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

The major variances for the FY 2020 Court Information Systems budget are as follows:

Increases to Program Funding:

1. Phone system costs in the amount of \$690.
2. Communication costs in the amount of \$1,800.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 194,849 | 263,914 | 303,077 | - | 303,077 | 291,241 |
| Operating | 4,168 | 19,935 | 19,934 | - | 19,934 | 20,532 |
| Capital Outlay | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Grants-in-Aid | 301,500 | 313,019 | 311,404 | - | 311,404 | 186,689 |
| Total Budgetary Costs | 500,516 | 649,973 | 685,905 | - | 685,905 | 550,237 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Alternative Juvenile Programs (117-509-569) | 55,513 | 60,305 | 64,352 | - | 64,352 | 66,501 |
| Court Administration - Teen Court (114-586-662) | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| Judicial Programs/Article V (117-548-662) | 40,582 | 152,729 | 187,560 | - | 187,560 | 171,414 |
| Law Library (117-546-714) | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Legal Aid - Court (117-555-715) | 44,000 | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Legal Aid (110-555-715) | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |
| Total Budget | 500,516 | 649,973 | 685,905 | - | 685,905 | 550,237 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |
| 114 Family Law Legal Services | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| 117 Judicial Programs | 140,095 | 319,244 | 354,892 | - | 354,892 | 341,465 |
| Total Revenues | 500,516 | 649,973 | 685,905 | - | 685,905 | 550,237 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Court Administration - Teen Court | 2.22 | 2.15 | 1.15 | - | 1.15 | 1.15 |
| Alternative Juvenile Programs | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Judicial Programs/Article V | 2.56 | 2.63 | 3.35 | - | 3.35 | 3.35 |
| Total Full-Time Equivalentents (FTE) | 5.78 | 5.78 | 5.50 | - | 5.50 | 5.50 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Legal Aid (110-555-715)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |
| Total Budgetary Costs | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |
| Total Revenues | 257,500 | 259,914 | 259,914 | - | 259,914 | 134,914 |

The FY 2020 Other Court Related Programs – Legal Aid budget is recommended at the same level as the previous fiscal year.

Cost reflects the \$125,000 increase approved by the Board in FY 2016 to provide additional funding for Legal Services of North Florida for an attorney and an administrative assistant for a maximum of five years due to funding decreases from federal and state resources. The additional funding is budgeted through FY 2020. The remaining Legal Aid funding is budgeted in Other Court –Related Programs Grants in Aid.

Leon County Fiscal Year 2020 **Adopted** Budget

Judicial

Court Administration – Teen Court (114-586-662)

| | |
|-----------------------------------|---|
| Goal | The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future. |
| Objectives | <ol style="list-style-type: none"> 1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers. 2. Provide sanctions to offenders through sentencing hearings. 3. Provide professional, educational, and counseling services and/or referrals to clients of the program. 4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers. 5. Provide educational/crime prevention/victim's awareness components to clients. |
| Statutory Responsibilities | Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c). |
| Advisory Board | Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council. |

| Performance Measures | | | | |
|---|-----------------|-----------------|------------------|--------------------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimates ⁴ |
| Number of Cases Referred to Teen Court. | 76 | 69 | 75 | 73 |
| Number of Hours Active Officers Have Served. ¹ | 982 | 1,182 | 1,000 | 1,082 |
| Number of Hours Teen Volunteers Have Served as Jurors. | 2,367 | 2,931 | 2,500 | 2,649 |
| Number of Volunteer Service Hours Contributed. ² | 4,002 | 4,489 | 4,500 | 4,246 |
| Number of Successful Completions. | 61 | 55 | 65 | 58 |
| Percentage of Re-Offenders (Recidivism). ³ | 3.3% | 3.7% | 2% | 3.5% |

Notes:

1. Officers refers to Teens (students) volunteering from Leon County School district high schools serving as officers (e.g. attorneys, clerks, and bailiff positions) in actual teen court proceedings.
2. The number of volunteer service hours contributed reflects both the number of hours a youth participates and the number of adult volunteer hours.
3. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.
4. FY 2020 Estimates are calculated using the average for Actual Numbers in 2017 and 2018

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 99,746 | 59,941 | 60,225 | - | 60,225 | 62,386 |
| Operating | 3,175 | 10,874 | 10,874 | - | 10,874 | 11,472 |
| Total Budgetary Costs | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 114 Family Law Legal Services | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| Total Revenues | 102,921 | 70,815 | 71,099 | - | 71,099 | 73,858 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Case Coordinator | 1.00 | 1.00 | - | - | - | - |
| Teen Court Dir./Volunteer Coordinator | 0.59 | 0.58 | 0.58 | - | 0.58 | 0.58 |
| Teen Court Education Coordinator | 0.63 | 0.57 | 0.57 | - | 0.57 | 0.57 |
| Total Full-Time Equivalents (FTE) | 2.22 | 2.15 | 1.15 | - | 1.15 | 1.15 |

The major variances for the FY 2020 Teen Court budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. The Case Coordinator position previously aligned with Teen Court is now aligned with Court Administration and has been reclassified as a Detention Review Coordinator.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 55,513 | 57,003 | 61,050 | - | 61,050 | 63,199 |
| Operating | - | 3,302 | 3,302 | - | 3,302 | 3,302 |
| Total Budgetary Costs | 55,513 | 60,305 | 64,352 | - | 64,352 | 66,501 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 117 Judicial Programs | 55,513 | 60,305 | 64,352 | - | 64,352 | 66,501 |
| Total Revenues | 55,513 | 60,305 | 64,352 | - | 64,352 | 66,501 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Juvenile Alt. Sanction Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalents (FTE) | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements. For FY 2020, the increase in costs is offset by the use of available fund balance.

The major variances for the FY 2020 Alternative Juvenile Programs budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Law Library (117-546-714)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Capital Outlay | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Total Budgetary Costs | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 117 Judicial Programs | - | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Total Revenues | - | 53,105 | 51,490 | - | 51,490 | 51,775 |

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements.

Funding for this program declined due to a reduction in estimated revenue associated with fewer fines being collected as a result of fewer traffic citations.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 39,589 | 146,970 | 181,802 | - | 181,802 | 165,656 |
| Operating | 993 | 5,759 | 5,758 | - | 5,758 | 5,758 |
| Total Budgetary Costs | 40,582 | 152,729 | 187,560 | - | 187,560 | 171,414 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 117 Judicial Programs | 40,582 | 152,729 | 187,560 | - | 187,560 | 171,414 |
| Total Revenues | 40,582 | 152,729 | 187,560 | - | 187,560 | 171,414 |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Teen Court Dir./Volunteer Coordinator | 0.41 | 0.42 | 0.42 | - | 0.42 | 0.42 |
| Teen Court Education Coordinator | 0.37 | 0.43 | 0.43 | - | 0.43 | 0.43 |
| Trial Court Marshal | 0.28 | 0.28 | 1.00 | - | 1.00 | 1.00 |
| Court Liaison Officer | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| Integrated Computer Systems Interface Developer | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Total Full-Time Equivalentents (FTE) | 2.56 | 2.63 | 3.35 | - | 3.35 | 3.35 |

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements. Increase in program costs are offset the use of fund balance to support program expenditures.

Increases to Program Funding:

1. The Trial Court Marshall position which was previously split-funded between Court Administration and Judicial Programs/ Article V is now entirely aligned to Judicial Programs/Article V
2. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Other Court-Related Programs - Legal Aid - Court (117-555-715)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 44,000 | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Total Budgetary Costs | 44,000 | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 117 Judicial Programs | 44,000 | 53,105 | 51,490 | - | 51,490 | 51,775 |
| Total Revenues | 44,000 | 53,105 | 51,490 | - | 51,490 | 51,775 |

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. Program expenditures were reduced in preparation for the decline in projected revenue, primarily due to fewer traffic citations being issued.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

State Attorney Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 37,000 | 37,000 | 37,000 | - | 37,000 | 37,000 |
| Operating | 75,381 | 96,300 | 95,120 | - | 95,120 | 95,255 |
| Total Budgetary Costs | 112,381 | 133,300 | 132,120 | - | 132,120 | 132,255 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| State Attorney (110-532-602) | 99,247 | 118,600 | 118,600 | - | 118,600 | 118,600 |
| State Attorney (110-532-713) | 13,134 | 14,700 | 13,520 | - | 13,520 | 13,655 |
| Total Budget | 112,381 | 133,300 | 132,120 | - | 132,120 | 132,255 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 112,381 | 133,300 | 132,120 | - | 132,120 | 132,255 |
| Total Revenues | 112,381 | 133,300 | 132,120 | - | 132,120 | 132,255 |

Leon County Fiscal Year 2020 **Adopted** Budget

Judicial

State Attorney (110-532-602)

| | |
|----------------------------|---|
| Goal | The Mission of the State Attorney's Office for the Second Judicial Circuit is to serve the community through reducing crime and helping to mitigate the catastrophic impact that crime has on victims and offenders, their families, and society as a whole. This includes proactively addressing the causes of criminal behavior, working to achieve justice after a crime has been committed, and using creative strategies to lower recidivism. |
| Objectives | <ol style="list-style-type: none"> 1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party. 2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury. 3. Assist all law enforcement agencies with legal and investigative assistance upon request. 4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party. 5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs. |
| Statutory Responsibilities | Florida Statutes 27 and 29.008 |
| Advisory Board | None |

| Performance Measures | | | | |
|------------------------------------|-----------------|-----------------|------------------|------------------|
| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
| Number of Felony Cases filed. | 5,051 | 5,169 | 5,200 | 5,300 |
| Number of Juvenile Cases filed. | 874 | 894 | 900 | 900 |
| Number of Misdemeanor Cases filed. | 6,052 | 6,866 | 6,800 | 6,900 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial

State Attorney - State Attorney (110-532-602)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 37,000 | 37,000 | 37,000 | - | 37,000 | 37,000 |
| Operating | 62,247 | 81,600 | 81,600 | - | 81,600 | 81,600 |
| Total Budgetary Costs | 99,247 | 118,600 | 118,600 | - | 118,600 | 118,600 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 99,247 | 118,600 | 118,600 | - | 118,600 | 118,600 |
| Total Revenues | 99,247 | 118,600 | 118,600 | - | 118,600 | 118,600 |

The FY 2020 State Attorney budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

State Attorney - State Attorney (110-532-713)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 13,134 | 14,700 | 13,520 | - | 13,520 | 13,655 |
| Total Budgetary Costs | 13,134 | 14,700 | 13,520 | - | 13,520 | 13,655 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 13,134 | 14,700 | 13,520 | - | 13,520 | 13,655 |
| Total Revenues | 13,134 | 14,700 | 13,520 | - | 13,520 | 13,655 |

As part of the Article V funding requirement, expenses for communication costs are budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2020 State Attorney Information Systems budget are as follows:

Decreases to Program Funding:

1. Communications in the amount of \$1,180 associated with lower phone system costs.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Public Defender Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 37,729 | 37,000 | 37,000 | - | 37,000 | 37,000 |
| Operating | 87,151 | 99,390 | 97,980 | - | 97,980 | 98,145 |
| Total Budgetary Costs | 124,880 | 136,390 | 134,980 | - | 134,980 | 135,145 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Public Defender (110-533-603) | 107,397 | 118,525 | 118,525 | - | 118,525 | 118,525 |
| Public Defender (110-533-713) | 17,483 | 17,865 | 16,455 | - | 16,455 | 16,620 |
| Total Budget | 124,880 | 136,390 | 134,980 | - | 134,980 | 135,145 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 124,880 | 136,390 | 134,980 | - | 134,980 | 135,145 |
| Total Revenues | 124,880 | 136,390 | 134,980 | - | 134,980 | 135,145 |

Leon County Fiscal Year 2020 **Adopted** Budget

Judicial

Public Defender (110-533-603)

| | |
|----------------------------|---|
| Goal | The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients. |
| Objectives | <ol style="list-style-type: none"> 1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court. 2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court. 3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act. |
| Statutory Responsibilities | Florida Statute, Chapter 27.51 and Florida Statute 29.008 |
| Advisory Board | None |

Performance Measures

| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|---|-----------------|-----------------|------------------|------------------|
| Number of Total Appointed/Reopened Cases. | 11,314 | 10,492 | 11,000 | 11,400 |
| Number of Cases Pled. | 5,511 | 5,009 | 5,500 | 5,950 |
| Number of Nolle Prossed/Dismissed Cases. | 581 | 382 | 475 | 500 |
| Number of Total Cases Closed. | 11,337 | 9,972 | 10,000 | 10,500 |
| Number of Substantiated Bar Grievances. | 0 | 0 | 0 | 0 |
| Number of Appellate Clients Represented. | 1,012 | 1,049 | 1,100 | 1,250 |
| Number of Appellate Briefs Filed. | 1,220 | 1,209 | 1,250 | 1,300 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Public Defender - Public Defender (110-533-603)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 37,729 | 37,000 | 37,000 | - | 37,000 | 37,000 |
| Operating | 69,668 | 81,525 | 81,525 | - | 81,525 | 81,525 |
| Total Budgetary Costs | 107,397 | 118,525 | 118,525 | - | 118,525 | 118,525 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 107,397 | 118,525 | 118,525 | - | 118,525 | 118,525 |
| Total Revenues | 107,397 | 118,525 | 118,525 | - | 118,525 | 118,525 |

The FY 2020 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Public Defender - Public Defender (110-533-713)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 17,483 | 17,865 | 16,455 | - | 16,455 | 16,620 |
| Total Budgetary Costs | 17,483 | 17,865 | 16,455 | - | 16,455 | 16,620 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 110 Fine and Forfeiture | 17,483 | 17,865 | 16,455 | - | 16,455 | 16,620 |
| Total Revenues | 17,483 | 17,865 | 16,455 | - | 16,455 | 16,620 |

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2020 Public Defender Information Systems budget are as follows:

Decreases to Program Funding:

1. Communications in the amount of \$1,410 associated with lower phone systems costs.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Guardian Ad Litem Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |
| Total Budgetary Costs | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| GAL Information Systems (001-547-713) | 2,572 | 2,770 | 2,715 | - | 2,715 | 2,742 |
| Guardian Ad Litem (001-547-685) | 18,918 | 19,942 | 20,710 | - | 20,710 | 20,710 |
| Total Budget | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |
| Total Revenues | 21,489 | 22,712 | 23,425 | - | 23,425 | 23,452 |

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Guardian Ad Litem (001-547-685)

| | |
|-----------------------------------|---|
| Goal | The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings. |
| Objectives | <ol style="list-style-type: none"> 1. Provide children with legal representation and advocacy services. 2. Preserve children's physical safety and emotional well-being and protect children from further harm. 3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment. 4. Attend trials, hearings, staffing, and mediations. |
| Statutory Responsibilities | Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) "Dependency Case Referral to Mediation". |
| Advisory Board | None |

Performance Measures

| Performance Measures | FY 2017 Actuals | FY 2018 Actuals | FY 2019 Estimate | FY 2020 Estimate |
|---|-----------------|-----------------|------------------|------------------|
| Number of Leon County Cases. ¹ | 393 | 391 | 432 | 394 |
| Number of Leon County Children Served. ² | 624 | 655 | 686 | 691 |
| Number of Volunteers. ³ | 407 | 408 | 447 | 416 |

Notes:

1. The Department of Children and Families is starting to perform more in-home services, eliminating the need for cases to appear in front of a judge. Anticipates reducing the estimated numbers of cases in FY 2020.
2. FY 2018 saw an increase in the number of children we served due to several cases having multiple children involved. We anticipate an increase in the number of children in FY 2020.
3. The number of volunteers represents the 2nd circuit, which includes Leon County. Volunteers may be assigned to more than one case simultaneously. In FY 2020, Guardian ad Litem will focus our recruitment and training more in the outlying counties. In addition to the weekday training in Leon County, training will be held on Saturdays.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Guardian Ad Litem - Guardian Ad Litem (001-547-685)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 18,918 | 19,942 | 20,710 | - | 20,710 | 20,710 |
| Total Budgetary Costs | 18,918 | 19,942 | 20,710 | - | 20,710 | 20,710 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 18,918 | 19,942 | 20,710 | - | 20,710 | 20,710 |
| Total Revenues | 18,918 | 19,942 | 20,710 | - | 20,710 | 20,710 |

The major variances for the FY 2020 Guardian ad Litem budget are as follows:

Increases to Program Funding:

1. Cost related to parking and cell phones.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Guardian Ad Litem - GAL Information Systems (001-547-713)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 2,572 | 2,770 | 2,715 | - | 2,715 | 2,742 |
| Total Budgetary Costs | 2,572 | 2,770 | 2,715 | - | 2,715 | 2,742 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 2,572 | 2,770 | 2,715 | - | 2,715 | 2,742 |
| Total Revenues | 2,572 | 2,770 | 2,715 | - | 2,715 | 2,742 |

The major variances for the FY 2020 Guardian Ad Litem GAL Information Systems are as follows:

Decreases to program funding:

1. Costs related to communications and phone system charges, which are budgeted separately due to Article V reporting requirements.

Leon County Fiscal Year 2020 **Adopted** Budget

Non-Operating

| | |
|---|---------|
| Non-Operating Summary | 23 - 2 |
| Line Item Funding | 23 - 5 |
| Human Service Agencies | 23 - 6 |
| Fire Control | 23 - 7 |
| Cost Allocations | 23 - 8 |
| Risk Allocations | 23 - 9 |
| Worker's Comp Risk Management | 23 - 11 |
| Communications | 23 - 12 |
| Budgeted Reserves Summary | 23 - 15 |
| Budgeted Reserves | 23 - 14 |
| Budgeted Capital Reserves | 23 - 15 |
| Other Non-Operating | 23 - 16 |
| Capital Regional Transportation Planning Agency | 23 - 18 |
| Blueprint 2000 | 23 - 19 |
| CRA Payment | 23 - 20 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Non-Operating consists of Leon County Government funding for activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. The County employees that are responsible for the administration of these programs are included in the specific County Administrator department budgets.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 659,500 | 722,124 | 522,210 | - | 522,210 | 536,977 |
| Operating | 14,636,022 | 21,994,174 | 20,763,815 | 456,097 | 21,219,912 | 21,945,576 |
| Capital Outlay | 347,100 | 137,309 | 137,509 | - | 137,509 | 137,509 |
| Grants-in-Aid | 4,754,766 | 4,408,169 | 4,136,961 | 767,768 | 4,904,729 | 5,019,585 |
| Budgeted Reserves | - | 317,577 | 324,003 | - | 324,003 | 3,684,480 |
| Total Budgetary Costs | 20,397,388 | 27,579,353 | 25,884,498 | 1,223,865 | 27,108,363 | 31,324,127 |

| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Communications | 1,202,429 | 1,697,092 | 1,477,683 | - | 1,477,683 | 1,900,303 |
| Line Item Funding | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Fire Control | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |
| Cost Allocations | - | - | - | - | - | - |
| Risk Allocations | 1,132,132 | 1,093,455 | 1,091,566 | - | 1,091,566 | 1,092,044 |
| Risk Financing & Workers Comp | 3,419,628 | 3,126,368 | 3,538,278 | - | 3,538,278 | 3,571,806 |
| Budgeted Reserves | 585,130 | 2,411,003 | 324,003 | - | 324,003 | 3,684,480 |
| Other Non-Operating | 8,960,820 | 8,340,295 | 8,221,290 | 1,123,865 | 9,345,155 | 9,521,330 |
| Consolidated Dispatch Agency (CDA) | 2,398,046 | 2,774,529 | 2,896,461 | - | 2,896,461 | 3,041,284 |
| Total Budget | 20,397,388 | 27,579,353 | 25,884,498 | 1,223,865 | 27,108,363 | 31,324,127 |

| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| 001 General Fund | (107,417) | 581,214 | (2,579,145) | 556,097 | (2,023,048) | (1,921,768) |
| 060 Supervisor of Elections | 31,545 | 32,068 | 44,781 | - | 44,781 | 45,062 |
| 106 Transportation Trust | 1,817,019 | 1,883,927 | 1,923,772 | - | 1,923,772 | 2,000,149 |
| 110 Fine and Forfeiture | 3,775,269 | 3,985,281 | 4,120,533 | 667,768 | 4,788,301 | 4,980,740 |
| 111 Probation Services | 677,225 | 658,065 | 650,829 | - | 650,829 | 684,792 |
| 114 Family Law Legal Services | 10,590 | 9,650 | 9,650 | - | 9,650 | 9,650 |
| 116 Drug Abuse Trust | 82,505 | 95,195 | 89,040 | - | 89,040 | 93,227 |
| 117 Judicial Programs | 4,182 | 2,242 | 2,242 | - | 2,242 | 2,242 |
| 120 Building Inspection | 315,940 | 393,622 | 434,707 | - | 434,707 | 450,419 |
| 121 Development Support & Environmental Managment Fund | 632,530 | 634,676 | 619,585 | - | 619,585 | 656,432 |
| 123 Stormwater Utility | 405,731 | 434,331 | 432,086 | - | 432,086 | 445,087 |
| 125 Grants | 1,702 | 91,787 | 91,787 | - | 91,787 | 91,787 |
| 130 9-1-1 Emergency Communications | 5,000 | 40,000 | 50,000 | - | 50,000 | 52,000 |
| 131 Radio Communication Systems | 1,654,860 | 1,513,893 | 1,646,820 | - | 1,646,820 | 1,691,950 |
| 135 Emergency Medical Services MSTU | 1,554,431 | 1,358,283 | 1,469,230 | - | 1,469,230 | 2,527,715 |
| 140 Municipal Service | 2,037,426 | 2,115,563 | 2,325,404 | - | 2,325,404 | 2,418,961 |
| 145 Fire Services Fee | 2,647,587 | 8,061,611 | 8,366,217 | - | 8,366,217 | 10,044,880 |
| 160 Tourism Development | 291,476 | 303,788 | 284,186 | - | 284,186 | 295,241 |
| 164 Special Assessment - Killlearn Lakes Units I and II Sewer | 220,495 | 232,500 | 232,500 | - | 232,500 | 232,500 |
| 165 County Government Annex | 64,092 | 63,594 | 63,594 | - | 63,594 | 825,509 |
| 166 Huntington Oaks Plaza | 17,622 | 18,456 | 20,456 | - | 20,456 | 20,456 |
| 401 Solid Waste | 44,465 | 627,429 | 620,752 | - | 620,752 | 664,515 |
| 501 Insurance Service | 3,450,053 | 3,177,257 | 3,596,691 | - | 3,596,691 | 3,630,212 |
| 502 Communications Trust | 752,172 | 1,253,622 | 1,357,168 | - | 1,357,168 | 1,370,737 |
| 505 Motor Pool | 10,888 | 11,299 | 11,613 | - | 11,613 | 11,632 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

| | | | | | | |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Total Revenues | <u>20,397,388</u> | <u>27,579,353</u> | <u>25,884,498</u> | <u>1,223,865</u> | <u>27,108,363</u> | <u>31,324,127</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Other Non-Operating | 4.50 | 4.50 | 3.50 | - | 3.50 | 3.50 |
| Total Full-Time Equivalents (FTE) | <u>4.50</u> | <u>4.50</u> | <u>3.50</u> | <u>-</u> | <u>3.50</u> | <u>3.50</u> |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Line Item Funding Summary

Annually during the budget process (by March 31), staff recommends the amount of funding available for specific outside agencies. For FY 2020, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) \$100,000 (Additional Year 1 of 5 year commitment)

Event Sponsorships

County Tabling at Community Events \$15,000
 Dr. Martin Luther King Celebration \$4,500
 Celebrate America 4th of July Celebration \$2,500
 Frenchtown Soul Santa \$2,500
 Walker Ford Soul Santa \$1,500
 NAACP Freedom Fund Banquet \$1,000

Agencies previously budgeted in this section of budget were evaluated and, based on the reviews; the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships

United Partners for Human Services \$23,750
 Whole Child Leon Project \$38,000

Office of Strategic Initiatives

Oasis Center/Commission on Status for Women \$20,000

Office of Management and Budget

Tallahassee Trust for Historic Preservation \$63,175

Office of Sustainability

Sustainable Tallahassee \$8,800

Office of Intervention and Detention Alternatives

DISC Village/Juvenile Assessment Center \$222,759
 Domestic Violence Coordinating Council \$25,000

Parks and Recreation

Tallahassee Senior Citizens Foundation \$179,000

Animal Control

St. Francis Wildlife Association \$71,250

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Total Budgetary Costs | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Line Item - Human Service Agencies (001-888- --- | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Total Budget | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Total Revenues | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Grants-in-Aid | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Total Budgetary Costs | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |
| Total Revenues | 102,482 | 100,000 | - | 100,000 | 100,000 | 100,000 |

Funding associated with the County's commitment to fund a portion of the capital costs associated with the relocation of the homeless shelter has ended. An additional \$100,000 per year over a five-year period was approved by the Board at the April 23, 2019 budget workshop contingent on the City providing the same amount of funding. The City has included this funding in their FY 2020 preliminary budget. Funding will assist with capital construction debt service cost of the facility.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In FY 2010, the Board approved placing the fire service on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015.

Billing for these services in the unincorporated area is through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 12,297 or 60% of property owners in Leon County who originally were on the quarterly billing method pay the fire service fee through their property tax bill. The increase costs associated with payment to the city of Tallahassee for fire services include: movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection; and new construction resulting in increased collection of fire assessment fees.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |
| Total Budgetary Costs | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Fire Services Payment (145-838-522) | 2,308,886 | 7,554,132 | 7,852,738 | - | 7,852,738 | 7,930,401 |
| Volunteer Fire Department (145-843-522) | 287,835 | 482,479 | 482,479 | - | 482,479 | 482,479 |
| Total Budget | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 145 Fire Services Fee | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |
| Total Revenues | 2,596,721 | 8,036,611 | 8,335,217 | - | 8,335,217 | 8,412,880 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Cost Allocations Summary

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | - | - | - | - | - | - |
| Total Budgetary Costs | - | - | - | - | - | - |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Indirect Costs - Building Inspections (120-499-524) | 305,000 | 381,000 | 424,000 | - | 424,000 | 437,000 |
| Indirect - County Government Annex (165-499-519) | 24,000 | 24,000 | 24,000 | - | 24,000 | 25,000 |
| Indirect Costs - Emergency 911 (130-499-525) | 5,000 | 40,000 | 50,000 | - | 50,000 | 52,000 |
| Indirect Costs - EMS (135-499-526) | 1,481,000 | 1,281,000 | 1,406,000 | - | 1,406,000 | 1,448,000 |
| Indirect Costs - Fire Services (145-499-522) | 28,000 | 25,000 | 31,000 | - | 31,000 | 32,000 |
| Indirect Costs - General Fund (001-499-519) | (6,195,501) | (6,732,000) | (7,144,000) | - | (7,144,000) | (7,362,000) |
| Indirect Costs - Growth Management (121-499-537) | 601,501 | 602,000 | 602,000 | - | 602,000 | 620,000 |
| Indirect Costs - Huntington Oaks Plaza (166-499-519) | 5,000 | 6,000 | 8,000 | - | 8,000 | 8,000 |
| Indirect Costs - Insurance Service (501-499-596) | 30,000 | 32,000 | 40,000 | - | 40,000 | 41,000 |
| Indirect Costs - Judicial Programs (117-499-601) | 3,000 | 1,000 | 1,000 | - | 1,000 | 1,000 |
| Indirect - Municipal Svcs(Animal Control)(140-499-562) | 144,000 | 165,000 | 183,000 | - | 183,000 | 188,000 |
| Indirect - Municipal Svcs(Parks & Rec)(140-499-572) | 525,000 | 510,000 | 637,000 | - | 637,000 | 656,000 |
| Indirect Costs - Probation Services (111-499-523) | 638,000 | 625,000 | 630,000 | - | 630,000 | 649,000 |
| Indirect Costs - Radio Communications (131-499-519) | 4,000 | 4,000 | 5,000 | - | 5,000 | 5,000 |
| Indirect Costs - Solid Waste (401-499-534) | - | 583,000 | 600,000 | - | 600,000 | 618,000 |
| Indirect Costs - Stormwater Utility (123-499-538) | 390,000 | 428,000 | 432,000 | - | 432,000 | 445,000 |
| Indirect Costs - Teen Court (114-499-662) | 9,000 | 8,000 | 8,000 | - | 8,000 | 8,000 |
| Indirect Costs - Tourism Development (160-499-552) | 273,000 | 235,000 | 221,000 | - | 221,000 | 232,000 |
| Indirect Costs - Transportation Trust (106-499-541) | 1,730,000 | 1,782,000 | 1,842,000 | - | 1,842,000 | 1,897,000 |
| Total Budget | - | - | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | (6,195,501) | (6,732,000) | (7,144,000) | - | (7,144,000) | (7,362,000) |
| 106 Transportation Trust | 1,730,000 | 1,782,000 | 1,842,000 | - | 1,842,000 | 1,897,000 |
| 111 Probation Services | 638,000 | 625,000 | 630,000 | - | 630,000 | 649,000 |
| 114 Family Law Legal Services | 9,000 | 8,000 | 8,000 | - | 8,000 | 8,000 |
| 117 Judicial Programs | 3,000 | 1,000 | 1,000 | - | 1,000 | 1,000 |
| 120 Building Inspection | 305,000 | 381,000 | 424,000 | - | 424,000 | 437,000 |
| 121 Development Support & Environmental Mgmt fund | 601,501 | 602,000 | 602,000 | - | 602,000 | 620,000 |
| 123 Stormwater Utility | 390,000 | 428,000 | 432,000 | - | 432,000 | 445,000 |
| 130 9-1-1 Emergency Communications | 5,000 | 40,000 | 50,000 | - | 50,000 | 52,000 |
| 131 Radio Communication Systems | 4,000 | 4,000 | 5,000 | - | 5,000 | 5,000 |
| 135 Emergency Medical Services MSTU | 1,481,000 | 1,281,000 | 1,406,000 | - | 1,406,000 | 1,448,000 |
| 140 Municipal Service | 669,000 | 675,000 | 820,000 | - | 820,000 | 844,000 |
| 145 Fire Services Fee | 28,000 | 25,000 | 31,000 | - | 31,000 | 32,000 |
| 160 Tourism Development | 273,000 | 235,000 | 221,000 | - | 221,000 | 232,000 |
| 165 County Government Annex | 24,000 | 24,000 | 24,000 | - | 24,000 | 25,000 |
| 166 Huntington Oaks Plaza | 5,000 | 6,000 | 8,000 | - | 8,000 | 8,000 |
| 401 Solid Waste | - | 583,000 | 600,000 | - | 600,000 | 618,000 |
| 501 Insurance Service | 30,000 | 32,000 | 40,000 | - | 40,000 | 41,000 |
| Total Revenues | - | - | - | - | - | - |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Risk Allocations Summary

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 1,132,132 | 1,093,455 | 1,091,566 | - | 1,091,566 | 1,092,044 |
| Total Budgetary Costs | 1,132,132 | 1,093,455 | 1,091,566 | - | 1,091,566 | 1,092,044 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Building Inspection (120-495-524) | 8,170 | 9,764 | 9,764 | - | 9,764 | 9,764 |
| County Government Annex - Risk (165-495-519) | 40,092 | 39,594 | 39,594 | - | 39,594 | 39,594 |
| EMS - Risk (135-495-526) | 60,286 | 63,230 | 63,230 | - | 63,230 | 63,230 |
| Fine & Forfeiture - Risk (110-495-689) | 231,502 | 232,957 | 232,957 | - | 232,957 | 232,957 |
| Fleet Maintenance - Risk (505-495-591) | 9,178 | 9,415 | 9,415 | - | 9,415 | 9,415 |
| General Fund - Risk (001-495-519) | 536,622 | 531,640 | 531,640 | - | 531,640 | 531,640 |
| Grants - Risk (125-495-595) | 1,702 | 1,787 | 1,787 | - | 1,787 | 1,787 |
| Growth Management - Risk (121-495-537) | 16,244 | 17,585 | 17,585 | - | 17,585 | 17,585 |
| Huntington Oaks - Risk (166-495-519) | 12,622 | 12,456 | 12,456 | - | 12,456 | 12,456 |
| Insurance Service - Risk (501-495-596) | 425 | 447 | 465 | - | 465 | 465 |
| Judicial Programs - Risk (117-495-569) | 1,182 | 1,242 | 1,242 | - | 1,242 | 1,242 |
| Municipal Services - Risk (140-495-572) | 33,945 | 34,477 | 34,377 | - | 34,377 | 34,477 |
| Probation Services - Risk (111-495-523) | 27,310 | 20,829 | 20,829 | - | 20,829 | 20,829 |
| Solid Waste - Risk (401-495-534) | 21,625 | 20,385 | 20,752 | - | 20,752 | 21,130 |
| Stormwater Utility - Risk (123-495-538) | 15,656 | - | - | - | - | - |
| Supervisor of Elections - Risk (060-495-513) | 16,105 | 16,687 | 16,687 | - | 16,687 | 16,687 |
| Teen Court - Risk (114-495-662) | 1,590 | 1,650 | 1,650 | - | 1,650 | 1,650 |
| Tourism Development - Risk (160-495-552) | 7,306 | 7,538 | 5,364 | - | 5,364 | 5,364 |
| Transportation Trust - Risk (106-495-541) | 67,279 | 71,772 | 71,772 | - | 71,772 | 71,772 |
| VFD Fire Services - Risk (145-495-552) | 23,291 | - | - | - | - | - |
| Total Budget | 1,132,132 | 1,093,455 | 1,091,566 | - | 1,091,566 | 1,092,044 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 536,622 | 531,640 | 531,640 | - | 531,640 | 531,640 |
| 060 Supervisor of Elections | 16,105 | 16,687 | 16,687 | - | 16,687 | 16,687 |
| 106 Transportation Trust | 67,279 | 71,772 | 71,772 | - | 71,772 | 71,772 |
| 110 Fine and Forfeiture | 231,502 | 232,957 | 232,957 | - | 232,957 | 232,957 |
| 111 Probation Services | 27,310 | 20,829 | 20,829 | - | 20,829 | 20,829 |
| 114 Family Law Legal Services | 1,590 | 1,650 | 1,650 | - | 1,650 | 1,650 |
| 117 Judicial Programs | 1,182 | 1,242 | 1,242 | - | 1,242 | 1,242 |
| 120 Building Inspection | 8,170 | 9,764 | 9,764 | - | 9,764 | 9,764 |
| 121 Development Support & Environmental Mgmt Fund | 16,244 | 17,585 | 17,585 | - | 17,585 | 17,585 |
| 123 Stormwater Utility | 15,656 | - | - | - | - | - |
| 125 Grants | 1,702 | 1,787 | 1,787 | - | 1,787 | 1,787 |
| 135 Emergency Medical Services MSTU | 60,286 | 63,230 | 63,230 | - | 63,230 | 63,230 |
| 140 Municipal Service | 33,945 | 34,477 | 34,377 | - | 34,377 | 34,477 |
| 145 Fire Services Fee | 23,291 | - | - | - | - | - |
| 160 Tourism Development | 7,306 | 7,538 | 5,364 | - | 5,364 | 5,364 |
| 165 County Government Annex | 40,092 | 39,594 | 39,594 | - | 39,594 | 39,594 |
| 166 Huntington Oaks Plaza | 12,622 | 12,456 | 12,456 | - | 12,456 | 12,456 |
| 401 Solid Waste | 21,625 | 20,385 | 20,752 | - | 20,752 | 21,130 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

| | | | | | | |
|-----------------------|------------------|------------------|------------------|---|------------------|------------------|
| 501 Insurance Service | 425 | 447 | 465 | - | 465 | 465 |
| 505 Motor Pool | 9,178 | 9,415 | 9,415 | - | 9,415 | 9,415 |
| Total Revenues | <u>1,132,132</u> | <u>1,093,455</u> | <u>1,091,566</u> | - | <u>1,091,566</u> | <u>1,092,044</u> |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Workers' Comp Risk Management (501-821-596)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 3,419,628 | 3,126,368 | 3,538,278 | - | 3,538,278 | 3,571,806 |
| Total Budgetary Costs | 3,419,628 | 3,126,368 | 3,538,278 | - | 3,538,278 | 3,571,806 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 501 Insurance Service | 3,419,628 | 3,126,368 | 3,538,278 | - | 3,538,278 | 3,571,806 |
| Total Revenues | 3,419,628 | 3,126,368 | 3,538,278 | - | 3,538,278 | 3,571,806 |

The major variances for the FY 2020 budget are as follows:

Increases to Program Funding:

Payments from Departments to the County's self insurance for workers' compensation increased by \$400,000 due to a rise in the number of claims, and other County insurance premiums such as vehicle, excess deposit premium and general liability.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Communications Summary

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas. Cost decrease is related to phone system including repair and maintenance.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 1,202,854 | 1,697,092 | 1,477,683 | - | 1,477,683 | 1,900,303 |
| Total Budgetary Costs | 1,202,854 | 1,697,092 | 1,477,683 | - | 1,477,683 | 1,900,303 |

| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Communications Trust (502-900-590) | 752,172 | 1,253,622 | 1,357,168 | - | 1,357,168 | 1,370,737 |
| MIS Automation - Animal Control (140-470-562) | 2,882 | 3,723 | - | - | - | 3,416 |
| MIS Automation - Building Inspection (120-470-524) | 2,770 | 2,858 | 943 | - | 943 | 3,655 |
| MIS Automation - EMS Fund (135-470-526) | 13,145 | 14,053 | - | - | - | 16,926 |
| MIS Automation - General Fund (001-470-519) | 264,295 | 251,492 | - | - | - | 300,682 |
| MIS Automation - Growth Management (121-470-537) | 14,785 | 15,091 | - | - | - | 18,847 |
| MIS Automation - Motor Pool Fund (505-470-519) | 1,710 | 1,884 | 2,198 | - | 2,198 | 2,217 |
| MIS Automation - Parks and Recreation (140-470-572) | 3,850 | 3,185 | - | - | - | 3,801 |
| MIS Automation - Probation Services (111-470-523) | 11,915 | 12,236 | - | - | - | 14,963 |
| MIS Automation - Public Defender (110-470-603) | 41,885 | 42,890 | 50,573 | - | 50,573 | 50,943 |
| MIS Automation - Solid Waste Fund (401-470-534) | 22,840 | 24,044 | - | - | - | 25,385 |
| MIS Automation - State Attorney (110-470-602) | 24,180 | 24,905 | 30,542 | - | 30,542 | 30,755 |
| MIS Automation - Stormwater (123-470-538) | 75 | 100 | 86 | - | 86 | 87 |
| MIS Automation - Tourism Development (160-470-552) | 11,170 | 11,250 | 7,822 | - | 7,822 | 7,877 |
| MIS Automation - Transportation Trust (106-470-541) | 19,740 | 20,155 | - | - | - | 21,377 |
| MIS Automation-Risk Fund (501-470-513) | - | 223 | 257 | - | 257 | 260 |
| MIS Automation-SOE (060-470-513) | 15,440 | 15,381 | 28,094 | - | 28,094 | 28,375 |
| Total Budget | 1,202,854 | 1,697,092 | 1,477,683 | - | 1,477,683 | 1,900,303 |

| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|---|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| 001 General Fund | 264,295 | 251,492 | - | - | - | 300,682 |
| 060 Supervisor of Elections | 15,440 | 15,381 | 28,094 | - | 28,094 | 28,375 |
| 106 Transportation Trust | 19,740 | 20,155 | - | - | - | 21,377 |
| 110 Fine and Forfeiture | 66,065 | 67,795 | 81,115 | - | 81,115 | 81,698 |
| 111 Probation Services | 11,915 | 12,236 | - | - | - | 14,963 |
| 120 Building Inspection | 2,770 | 2,858 | 943 | - | 943 | 3,655 |
| 121 Development Support & Environmental Mgmt Fund | 14,785 | 15,091 | - | - | - | 18,847 |
| 123 Stormwater Utility | 75 | 100 | 86 | - | 86 | 87 |
| 135 Emergency Medical Services MSTU | 13,145 | 14,053 | - | - | - | 16,926 |
| 140 Municipal Service | 6,732 | 6,908 | - | - | - | 7,217 |
| 160 Tourism Development | 11,170 | 11,250 | 7,822 | - | 7,822 | 7,877 |
| 401 Solid Waste | 22,840 | 24,044 | - | - | - | 25,385 |
| 501 Insurance Service | - | 223 | 257 | - | 257 | 260 |
| 502 Communications Trust | 752,172 | 1,253,622 | 1,357,168 | - | 1,357,168 | 1,370,737 |
| 505 Motor Pool | 1,710 | 1,884 | 2,198 | - | 2,198 | 2,217 |
| Total Revenues | 1,202,854 | 1,697,092 | 1,477,683 | - | 1,477,683 | 1,900,303 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Budgeted Reserves Summary

Each year the County sets aside, budgeted reserves and contingency funds. This is an integral part of the budgeting process allowing the County to allocate funds for unforeseeable events or market conditions such as rising fuel and energy costs. Any budgeted reserve utilized during the year must be approved by the Board of County Commissioners. Decrease reflects the appropriation of the \$2.093 million reserve set aside in FY19 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY20, the \$2.093 million will be appropriated to support the increase in the Supervisor of Elections budget (\$1.387 mil); \$573,131 to support the increase in the Solid Waste hauling and recycling contracts and the elimination of the Rural Waste Service Center user fees; and \$135,869 to support the increase in the transfer to the Capital Improvement Program.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | - | 2,093,426 | - | - | - | - |
| Grants-in-Aid | 585,130 | - | - | - | - | - |
| Budgeted Reserves | - | 317,577 | 324,003 | - | 324,003 | 3,684,480 |
| Total Budgetary Costs | 585,130 | 2,411,003 | 324,003 | - | 324,003 | 3,684,480 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Budgeted Reserves - BOA Building (Operating) (165-990-599) | - | - | - | - | - | 760,915 |
| Budgeted Reserves - Drug Court (116-990-599) | - | 8,127 | 8,290 | - | 8,290 | 8,392 |
| Budgeted Reserves - EMS Fund (135-990-599) | - | - | - | - | - | 999,559 |
| Budgeted Reserves - Fine and Forfeiture (110-990-599) | - | 10,000 | 10,000 | - | 10,000 | 10,000 |
| Budgeted Reserves - Fire Services (145-990-599) | - | - | - | - | - | 1,600,000 |
| Budgeted Reserves - General Fund (001-990-599) | 585,130 | 200,000 | 200,000 | - | 200,000 | 200,000 |
| Budgeted Reserves - Insurance Service (501-990-599) | - | 18,219 | 17,691 | - | 17,691 | 16,681 |
| Budgeted Reserves - Municipal Service (140-990-599) | - | 15,000 | 28,022 | - | 28,022 | 28,933 |
| Budgeted Reserves - Stormwater Utility (123-990-599) | - | 6,231 | - | - | - | - |
| Budgeted Reserves - Tourism Development (160-990-599) | - | 50,000 | 50,000 | - | 50,000 | 50,000 |
| Budgeted Reserves - Transport. Trust (106-990-599) | - | 10,000 | 10,000 | - | 10,000 | 10,000 |
| Budgeted Reserves - Homestead Exemption (001-992-599) | - | 2,093,426 | - | - | - | - |
| Total Budget | 585,130 | 2,411,003 | 324,003 | - | 324,003 | 3,684,480 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 585,130 | 2,293,426 | 200,000 | - | 200,000 | 200,000 |
| 106 Transportation Trust | - | 10,000 | 10,000 | - | 10,000 | 10,000 |
| 110 Fine and Forfeiture | - | 10,000 | 10,000 | - | 10,000 | 10,000 |
| 116 Drug Abuse Trust | - | 8,127 | 8,290 | - | 8,290 | 8,392 |
| 123 Stormwater Utility | - | 6,231 | - | - | - | - |
| 135 Emergency Medical Services MSTU | - | - | - | - | - | 999,559 |
| 140 Municipal Service | - | 15,000 | 28,022 | - | 28,022 | 28,933 |
| 145 Fire Services Fee | - | - | - | - | - | 1,600,000 |
| 160 Tourism Development | - | 50,000 | 50,000 | - | 50,000 | 50,000 |
| 165 County Government Annex | - | - | - | - | - | 760,915 |
| 501 Insurance Service | - | 18,219 | 17,691 | - | 17,691 | 16,681 |
| Total Revenues | 585,130 | 2,411,003 | 324,003 | - | 324,003 | 3,684,480 |

Leon County Fiscal Year 2020 Adopted Budget

Budgeted Reserves

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-990-599 Budgeted Reserves - General Fund</u> | | | | |
| 586002 Catastrophe Reserves | -717,414 | 0 | 0 | 0 |
| 59900 Budgeted Contingency | 0 | 200,000 | 200,000 | 200,000 |
| 001-990-599 Totals | <u>-717,414</u> | <u>200,000</u> | <u>200,000</u> | <u>200,000</u> |
| <u>001-992-599 Budgeted Reserves-Homestead Exemption</u> | | | | |
| 59905 Budgeted Reserve-Homestead Exemption | 0 | 2,093,426 | 0 | 0 |
| 001-992-599 Totals | <u>0</u> | <u>2,093,426</u> | <u>0</u> | <u>0</u> |
| <u>106-990-599 Budgeted Reserves - Transport. Trust</u> | | | | |
| 59900 Budgeted Contingency | 0 | 10,000 | 10,000 | 10,000 |
| 106-990-599 Totals | <u>0</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| <u>110-990-599 Budgeted Reserves - Fine and Forfeiture</u> | | | | |
| 59930 Reserve For Article V | 0 | 10,000 | 10,000 | 10,000 |
| 110-990-599 Totals | <u>0</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| <u>116-990-599 Budgeted Reserves - Drug Court</u> | | | | |
| 59930 Reserve For Article V | 0 | 8,127 | 8,290 | 8,392 |
| 116-990-599 Totals | <u>0</u> | <u>8,127</u> | <u>8,290</u> | <u>8,392</u> |
| <u>123-990-599 Budgeted Reserves - Stormwater Utility</u> | | | | |
| 59900 Budgeted Contingency | 0 | 6,231 | 0 | 0 |
| 123-990-599 Totals | <u>0</u> | <u>6,231</u> | <u>0</u> | <u>0</u> |
| <u>135-990-599 Budgeted Reserves - EMS Fund</u> | | | | |
| 59918 Reserve For Fund Balance | 0 | 0 | 0 | 999,559 |
| 135-990-599 Totals | <u>0</u> | <u>0</u> | <u>0</u> | <u>999,559</u> |
| <u>140-990-599 Budgeted Reserves - Municipal Service</u> | | | | |
| 59900 Budgeted Contingency | 0 | 15,000 | 28,022 | 28,933 |
| 140-990-599 Totals | <u>0</u> | <u>15,000</u> | <u>28,022</u> | <u>28,933</u> |
| <u>145-990-599 Budgeted Reserves - Fire Services</u> | | | | |
| 59903 Reserve for Future Programming | 0 | 0 | 0 | 1,600,000 |
| 145-990-599 Totals | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,600,000</u> |
| <u>160-990-599 Budgeted Reserves - Tourism Development</u> | | | | |
| 59900 Budgeted Contingency | 0 | 50,000 | 50,000 | 50,000 |
| 160-990-599 Totals | <u>0</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> |
| <u>165-990-599 Budgeted Reserves - BOA Building (Operating)</u> | | | | |
| 59900 Budgeted Contingency | 0 | 0 | 0 | 760,915 |
| 165-990-599 Totals | <u>0</u> | <u>0</u> | <u>0</u> | <u>760,915</u> |
| <u>501-990-599 Budgeted Reserves - Insurance Service</u> | | | | |
| 59926 Reserve For Future Liability | 0 | 18,219 | 17,691 | 16,681 |
| 501-990-599 Totals | <u>0</u> | <u>18,219</u> | <u>17,691</u> | <u>16,681</u> |
| Budgeted Reserves Totals | <u>-717,414</u> | <u>2,411,003</u> | <u>324,003</u> | <u>3,684,480</u> |

Notes:

As approved in the Multi-Year Fiscal Plan, the decrease in the Homestead Exemption Reserves reflects the appropriation of the \$2.093 million reserve set aside in FY 2019 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY 2020, the \$2.093 million will be appropriated to support the increase in the Supervisor of Elections budget (\$1.387mil); \$573,131 to support the increase in the Solid Waste hauling and recycling contracts; and \$135,869 to support in the increase in the transfer to the Capital Improvement Program.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Budgeted Capital Reserves Summary

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Budgeted Reserves | - | 80,655 | 97,375 | - | 97,375 | 217,013 |
| Total Budgetary Costs | - | 80,655 | 97,375 | - | 97,375 | 217,013 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 911 Capital Projects (330-990-599) | - | 80,655 | 97,375 | - | 97,375 | 98,349 |
| Capital Improvements (305-990-599) | - | - | - | - | - | 118,664 |
| Total Budget | - | 80,655 | 97,375 | - | 97,375 | 217,013 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 305 Capital Improvements | - | - | - | - | - | 118,664 |
| 330 9-1-1 Capital Projects | - | 80,655 | 97,375 | - | 97,375 | 98,349 |
| Total Revenues | - | 80,655 | 97,375 | - | 97,375 | 217,013 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Other Non-Operating Summary

These expenses relate to costs that are not associated with a specific County Department. A detailed description regarding for these costs is provided below.

Non-Operating Expenditures General Fund

These expenses include: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment

The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. Previously, the County's Summer Youth Training Program was aligned with CareerSource Capital Region's (CSCR) Dynamic Futures Program. Under the alignment, the County's Summer Youth Training Program would be administered through CSCR's Dynamic Futures Program which is federally funded, and approximately 40 of the County's 63 Summer Youth positions would be funded by CSCR. For FY 2020, \$40,666 is allocated for the program.

Other Non-Operating Expenses

The County realized \$1 million of savings in TIF payments for the Frenchtown/Southside Community Redevelopment Agency District in FY 2019, due to millage equalization as part the renegotiated CRA agreement. The payment would have been \$1 million more than what is reflecting in the FY 2019 budget without the renegotiated payments. For FY 2020, values in the Downtown and Frenchtown Districts increased by 10% and 13% respectively increasing the CRA payments by \$456,097 or 20%. If the Frenchtown CRA had not been renegotiated, the increase would have been \$1.46 million.

State Juvenile Detention Payments

The Juvenile Detention payment is a mandate authorized by the legislature in 2004. The mandate requires counties to pay the State for the predisposition of juveniles at detention facilities. Historically, costs for this program have steadily increased. During the 2016 legislative session, the disagreement between the State and Counties regarding the cost of detention sharing for juveniles was resolved, causing Leon County's share of costs to increase in FY 2018. For FY 2020, the aid amount is set at \$1,567,758, an increase of \$667,768 or 74%. This anticipated one-time increase was caused by a backlog of available beds in juvenile residential facilities. This backlog was created when the Legislature mandated all juveniles, regardless of risk level, remain in regional detention facilities until space in a residential facility was made available. This caused the number of days for Leon County juveniles detained to increase significantly over FY 2019 thereby increasing the County's share of the annual cost for juvenile detention.

Capital Regional Transport Agency

Due to recent employee retirements and new employees opting for City benefits, these are no longer budgeted expenditures for the CRTPA.

Drug Abuse Trust

Expenditures associated with the support of drug intervention programs overseen by the Court Administration.

800 MHz System Maintenance

The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHz radio system. In FY 2018, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology for FY 2019. For FY 2020, there is an increased payment for 800Mhz system in the amount of \$131,927 and includes year two of funding for the Microwave upgrade and replacement radios.

Killearn Lakes Units I and II Sewer Services

This expenditure is a payment to the City of Tallahassee for the construction of a sewer system in these two subdivisions. Revenue for the payment is derived by a non-ad valorem assessment charge to individual lots. The County collects the assessments for remittance to the city.

Grant Match Funds

Matching funds are provided for contingent grants that require a certain percent of the funding required to implement or operate a program. The pledged match is contingent on the grant being awarded. For FY 2020, this funding amount remains level.

Department of PLACE

To establish a joint Economic Development office prior to the 2020 sales tax extension, which dedicates 12% of collections to Economic Development, the County and City, through the Blueprint 2000 Inter-local Agreement, agreed to merge their respective Economic Development and MWSBE offices. The payment to PLACE reflects a portion of the cost of the Economic Vitality contract and supports the operations including the 2.5 full-time positions (50% of the Director of PLACE, the Director of Economic Vitality, and a Legal Assistant) for Economic Vitality and 1.0 full-time equivalent (MWSBE Coordinator) position for MWSBE. For FY 2020, the OEV budget decreased by \$227,000, due to only having to fund one quarter of the year until the Sales Tax 2020 funding is available in January 1, 2020, which will fund economic development. The City, County, and Blue Print 2000 will equally fund the MWSBE program.

Payment to the City of Tallahassee for Parks & Recreation

In 2005, the County and the City entered into a 15-year agreement to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY 2020, this payment will increase \$58,827 or 4.25% based on the inter-local agreement.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 659,500 | 722,124 | 522,210 | - | 522,210 | 536,977 |
| Operating | 6,285,112 | 5,947,222 | 6,321,071 | 456,097 | 6,777,168 | 6,968,543 |
| Capital Outlay | 347,100 | 137,309 | 137,509 | - | 137,509 | 137,509 |
| Grants-in-Aid | 1,669,107 | 1,533,640 | 1,240,500 | 667,768 | 1,908,268 | 1,878,301 |
| Total Budgetary Costs | 8,960,820 | 8,340,295 | 8,221,290 | 1,123,865 | 9,345,155 | 9,521,330 |
| | | | | | | |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 800 Mhz System Maintenance (131-529-519) | 1,650,860 | 1,509,893 | 1,641,820 | - | 1,641,820 | 1,686,950 |
| Blueprint 2000 (001-403-515) | 600,882 | 636,693 | 436,719 | - | 436,719 | 451,425 |
| Cap.Regional Transport. Planning Agency(001-402-515) | 23,093 | - | - | - | - | - |
| CRA-Payment (001-972-559) | 2,782,393 | 2,277,443 | 2,277,443 | 456,097 | 2,733,540 | 2,863,222 |
| Drug Abuse (116-800-562) | 82,505 | 87,068 | 80,750 | - | 80,750 | 84,835 |
| Grant Match Funds (125-991-595) | - | 90,000 | 90,000 | - | 90,000 | 90,000 |
| Juvenile Detention Payment - State (110-620-689) | 1,079,656 | 900,000 | 900,000 | 667,768 | 1,567,768 | 1,614,801 |
| Non-Operating General Fund (001-820-519) | 849,812 | 877,159 | 1,001,387 | - | 1,001,387 | 952,536 |
| Payment to City- Parks & Recreation (140-838-572) | 1,327,749 | 1,384,178 | 1,443,005 | - | 1,443,005 | 1,504,334 |
| PLACE - Economic Development (001-114-512) | 306,574 | 304,755 | 77,000 | - | 77,000 | - |
| Sewer Srvc Killearn Lakes Un. I and II (164-838-535) | 220,495 | 232,500 | 232,500 | - | 232,500 | 232,500 |
| Summer Youth Employment (001-278-551) | 36,800 | 40,606 | 40,666 | - | 40,666 | 40,727 |
| Total Budget | 8,960,820 | 8,340,295 | 8,221,290 | 1,123,865 | 9,345,155 | 9,521,330 |
| | | | | | | |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 4,599,555 | 4,136,656 | 3,833,215 | 456,097 | 4,289,312 | 4,307,910 |
| 110 Fine and Forfeiture | 1,079,656 | 900,000 | 900,000 | 667,768 | 1,567,768 | 1,614,801 |
| 116 Drug Abuse Trust | 82,505 | 87,068 | 80,750 | - | 80,750 | 84,835 |
| 125 Grants | - | 90,000 | 90,000 | - | 90,000 | 90,000 |
| 131 Radio Communication Systems | 1,650,860 | 1,509,893 | 1,641,820 | - | 1,641,820 | 1,686,950 |
| 140 Municipal Service | 1,327,749 | 1,384,178 | 1,443,005 | - | 1,443,005 | 1,504,334 |
| 164 Special Assessment - Killearn Lakes Units I and II Sewer | 220,495 | 232,500 | 232,500 | - | 232,500 | 232,500 |
| Total Revenues | 8,960,820 | 8,340,295 | 8,221,290 | 1,123,865 | 9,345,155 | 9,521,330 |
| | | | | | | |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Capital Regional Transportation Planning Agency | 1.00 | - | - | - | - | - |
| Blueprint 2000 | 3.50 | 4.50 | 3.50 | - | 3.50 | 3.50 |
| Total Full-Time Equivalentents (FTE) | 4.50 | 4.50 | 3.50 | - | 3.50 | 3.50 |

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-----------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 23,093 | - | - | - | - | - |
| Total Budgetary Costs | 23,093 | - | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 23,093 | - | - | - | - | - |
| Total Revenues | 23,093 | - | - | - | - | - |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Senior Transportation Planner | 1.00 | - | - | - | - | - |
| Total Full-Time Equivalents (FTE) | 1.00 | - | - | - | - | - |

Capital Regional Transportation Planning Agency personnel expenses were established for employees opting for County benefits as allowed by the inter-local agreement. Budgeting for these employees is done for accounting purposes only. For FY 2020, there are no CRTPA employees opting for county benefits.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Other Non-Operating - Blueprint 2000 (001-403-515)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--------------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Personnel Services | 600,882 | 636,693 | 436,719 | - | 436,719 | 451,425 |
| Total Budgetary Costs | <u>600,882</u> | <u>636,693</u> | <u>436,719</u> | <u>-</u> | <u>436,719</u> | <u>451,425</u> |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 600,882 | 636,693 | 436,719 | - | 436,719 | 451,425 |
| Total Revenues | <u>600,882</u> | <u>636,693</u> | <u>436,719</u> | <u>-</u> | <u>436,719</u> | <u>451,425</u> |
| Staffing Summary | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Director Office Economic Vitality | - | - | 1.00 | - | 1.00 | 1.00 |
| Blue Print Attorney | - | 1.00 | - | - | - | - |
| Legal Assistant | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Director of PLACE | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 |
| MWBE Coordinator | 1.00 | 1.00 | 1.00 | - | 1.00 | 1.00 |
| Dep. Dir. Strat. Plan. & Fin. | 1.00 | 1.00 | - | - | - | - |
| Total Full-Time Equivalentents (FTE) | <u>3.50</u> | <u>4.50</u> | <u>3.50</u> | <u>-</u> | <u>3.50</u> | <u>3.50</u> |

Budget was established employees opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 2000 reimburses the personnel costs of the Legal Assistant and Director of Place positions to the County on an annual basis. This is done for accounting purposes only.

The MWBE Coordinator and Deputy Director of Engagement and Operations positions are part of the Office of Economic Vitality (OEV), which is jointly funded by the County and the City. OEV positions contribute to the County's share of funding for OEV, as specified in the inter-local agreement. For FY20 the County will pay a quarter of its share for OEV due to OEV having its own funding source from the sales tax extension starting January 1, 2020. The County will share the funding of MWSBE, with the City, County and Blueprint providing 1/3 of the funding for this program.

The major variances for the FY 2020 Blueprint 2000 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 3.86%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Other Non-Operating - CRA-Payment (001-972-559)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Operating | 2,782,393 | 2,277,443 | 2,277,443 | 456,097 | 2,733,540 | 2,863,222 |
| Total Budgetary Costs | 2,782,393 | 2,277,443 | 2,277,443 | 456,097 | 2,733,540 | 2,863,222 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 001 General Fund | 2,782,393 | 2,277,443 | 2,277,443 | 456,097 | 2,733,540 | 2,863,222 |
| Total Revenues | 2,782,393 | 2,277,443 | 2,277,443 | 456,097 | 2,733,540 | 2,863,222 |

The major variances for the FY 2020 budget are as follows:

Increase to Program Funding:

1. Increased operating cost in the amount of \$456,097 due a 13% and a 10% increase in the property values in the Frenchtown and Downtown CRA districts, respectively.

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

| | |
|--|--------|
| Debt Service Schedule | 24 - 2 |
| Debt Service | 24 - 3 |
| Debt Service Summary | 24 - 4 |
| Bond Series 2012A (Tax Exempt) | 24 - 5 |
| Bond Series 2012B (Taxable) | 24 - 6 |
| ESCO Lease | 24 - 7 |
| 2017 Capital Improvement Revenue Refinancing | 24 - 8 |

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service Schedule

General Obligation Bonds

No outstanding issues.

Non Self-Supporting Revenue Debt

| Description | Purpose | Pledge/ Security | Original Principal Amount | Outstanding Principal Amount | Outstanding Interest Amount | FY19/20 Principal Payment | FY19/20 Interest Payment | Remaining Principal | Final Maturity Date |
|---|---|--|---------------------------------|------------------------------------|-----------------------------------|---------------------------------|--------------------------------|---------------------|---------------------------|
| Series 2012A: Tax Exempt & Series 2012B: Taxable | These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility. | The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources. | \$21,061,000 | \$6,962,000 | \$114,873 | \$6,962,000 | \$114,873 | \$0 | 2020 |
| Series 2017 | In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced. | | \$15,851,000 | \$15,529,000 | \$1,313,834 | \$165,000 | \$327,662 | \$15,364,000 | 2025 |
| TOTAL | | | \$36,912,000 | \$22,491,000 | \$1,428,707 | \$7,127,000 | \$442,535 | \$15,364,000 | |

Note: Payments reflect only Principal and Interest and do not include bank fees

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds issued and/or bank loans obtained by the County.

The bonds or loans are secured by Non-Ad Valorem Revenue sources. None of the financing is through General Obligation Bonds. These bonds or loans have been structured to have overall level annual payments until all dates of expiration occur in 2025. This level payment structure for debt service will result in the reduction of the debt service burden to the County over time as the percentage of monies spent on debt service in the budget reduces in the out years.

Leon County currently services two bank loans. Due to favorable interest rates, previous bonds were refinanced with bank loans. The original bonds were issued to fund the following County projects:

1. Construction of Public Libraries, the County Jail, and the Northeast Fire Station
2. Acquisition of the Tourist Development Council Building and the Leon County Government Annex
3. Renovations to the County Courthouse, the Fleet Management Facility, and the Public Works Building
4. Improvements to Stormwater Facilities, the County Landfill, and Parks & Recreation
5. Acquisition of the new location for overpayment support and environment service at the Renaissance Building

On July 8, 2014, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated \$1.7 million in net present value of the life of the loan. At its June 20, 2017 meeting, the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018, and \$489,076 in savings over the life of the loan. For FY 2020, Bond Series 2012A and 2012B will reach maturity and will be paid off at year end resulting in a reduced debt service for FY 2021.

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Total Budgetary Costs | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| Debt Service | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Total Budget | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 211 Bond Series 2012A & 2012B | 7,074,446 | 7,079,017 | 7,076,873 | - | 7,076,873 | - |
| 221 ESCO Lease | 484,514 | - | - | - | - | - |
| 222 2017 Capital Improvement Revenue Refinancing | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Total Revenues | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

Debt Service Summary

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Total Budgetary Costs | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Appropriations | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 2014 Debt Series (222-979-582) | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Bond Series 2012A (Tax Exempt) (211-975-582) | 136,027 | 1,441,706 | 7,076,873 | - | 7,076,873 | - |
| Bond Series 2012B (Taxable) (211-976-582) | 6,938,420 | 5,637,311 | - | - | - | - |
| ESCO Lease (221-977-582) | 484,514 | - | - | - | - | - |
| Total Budget | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 211 Bond Series 2012A & 2012B | 7,074,446 | 7,079,017 | 7,076,873 | - | 7,076,873 | - |
| 221 ESCO Lease | 484,514 | - | - | - | - | - |
| 222 2017 Capital Improvement Revenue Refinancing | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Total Revenues | 8,052,098 | 7,575,318 | 7,569,535 | - | 7,569,535 | 3,268,180 |

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 136,027 | 1,441,706 | 7,076,873 | - | 7,076,873 | - |
| Total Budgetary Costs | 136,027 | 1,441,706 | 7,076,873 | - | 7,076,873 | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 211 Bond Series 2012A & 2012B | 136,027 | 1,441,706 | 7,076,873 | - | 7,076,873 | - |
| Total Revenues | 136,027 | 1,441,706 | 7,076,873 | - | 7,076,873 | - |

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003A (Tax Exempt). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This bond will reach its maturity in FY 2020 and will be paid in full and closed.

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

Debt Service - Bond Series 2012B (Taxable) (211-976-582)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|-------------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 6,938,420 | 5,637,311 | - | - | - | - |
| Total Budgetary Costs | 6,938,420 | 5,637,311 | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 211 Bond Series 2012A & 2012B | 6,938,420 | 5,637,311 | - | - | - | - |
| Total Revenues | 6,938,420 | 5,637,311 | - | - | - | - |

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). This loan was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This loan was paid and closed in FY19.

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

Debt Service - ESCO Lease (221-977-582)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|------------------------|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 484,514 | - | - | - | - | - |
| Total Budgetary Costs | 484,514 | - | - | - | - | - |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 221 ESCO Lease | 484,514 | - | - | - | - | - |
| Total Revenues | 484,514 | - | - | - | - | - |

This fund accounts for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings. The net savings has totaled approximately \$850,000. This loan has reached its maturity date and was paid and closed in FY 2018.

Leon County Fiscal Year 2020 **Adopted** Budget

Debt Service

Debt Service – 2017 Capital Improvement Revenue Refinancing (222-979-582)

| Budgetary Costs | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
|--|---------------------------|----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| Debt Service | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Total Budgetary Costs | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Funding Sources | FY 2018 Actual | FY 2019 Adopted | FY 2020 Continuation | FY 2020 Issues | FY 2020 Budget | FY 2021 Budget |
| 222 2017 Capital Improvement Revenue Refinancing | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |
| Total Revenues | 493,139 | 496,301 | 492,662 | - | 492,662 | 3,268,180 |

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018, and \$489,076 in savings over the life of the loan.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Index

| | |
|----------------------|--------|
| Project Index | 25-2 |
| Summary | 25-5 |
| Culture & Recreation | 25-18 |
| General Government | 25-36 |
| Health & Safety | 25-67 |
| Physical Environment | 25-77 |
| Transportation | 25-112 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

The following is an alphabetical list of each project with a detail sheet in this book. The section and the page of the corresponding detail sheets are also provided. Each section represents the service type of the projects and contains detail sheets only for projects with planned activity in FY 2020 to FY 2024.

| Project | Section | Page |
|---|----------------------|-------------|
| 2/3rds Tower Oaks Private Road Paving | Transportation | 25-114 |
| Apalachee Regional Park | Culture & Recreation | 25-20 |
| Architectural & Engineering Services | General Government | 25-38 |
| Arterial & Collector Roads Pavement Markings | Transportation | 25-115 |
| Arterial/Collector and Local Road Resurfacing | Transportation | 25-116 |
| Baum Road Drainage Improvements | Physical Environment | 25-79 |
| Belair-Annawood Septic to Sewer | Physical Environment | 25-80 |
| Boat Landing Improvements and Renovations | Culture & Recreation | 25-21 |
| Building General Maintenance and Renovations | General Government | 25-39 |
| Building Infrastructure and Improvements | General Government | 25-40 |
| Building Mechanical Repairs and Improvements | General Government | 25-41 |
| Building Roofing Repairs and Replacements | General Government | 25-42 |
| Chaires Park | Culture & Recreation | 25-22 |
| Common Area Furnishings | General Government | 25-43 |
| Community Safety & Mobility | Transportation | 25-117 |
| Comprehensive Wastewater Treatment Project | Physical Environment | 25-81 |
| County Compute Infrastructure | General Government | 25-44 |
| Courthouse Renovations | General Government | 25-45 |
| Courthouse Security | General Government | 25-46 |
| Courtroom Minor Renovations | General Government | 25-47 |
| Courtroom Technology | General Government | 25-48 |
| Detention Facility Complex Maintenance | Health & Safety | 25-69 |
| Dog Parks - Unincorporated Area | Culture & Recreation | 25-23 |
| E-Filing System for Court Documents | General Government | 25-49 |
| Emergency Medical Services Technology | Health & Safety | 25-70 |
| Emergency Medical Services Vehicles & Equipment Replacement | Health & Safety | 25-71 |
| Faulk Drive Pond Sentiment Removal | Physical Environment | 25-82 |
| FDEP Springs Restoration Project | Physical Environment | 25-83 |
| Financial Hardware and Software | General Government | 25-50 |
| Fleet Management Shop Equipment | General Government | 25-51 |
| Fords Arm - Lexington Pond Retrofit | Physical Environment | 25-84 |
| Fred George Park | Culture & Recreation | 25-24 |
| General Vehicle & Equipment Replacement | General Government | 25-52 |
| Geographic Information Systems | Physical Environment | 25-85 |
| GIS Incremental Basemap Update | Physical Environment | 25-86 |
| Greenways Capital Maintenance | Culture & Recreation | 25-25 |
| Hazardous Waste Vehicle and Equipment Replacement | Physical Environment | 25-87 |
| Helicopter for Sheriff's Office | Health & Safety | 25-72 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

| Project | Section | Page |
|--|----------------------|-------------|
| Household Hazardous Waste Improvements | Physical Environment | 25-88 |
| Intersection and Safety Improvements | Transportation | 25-118 |
| J. Lee Vause Park Improvements | Culture & Recreation | 25-26 |
| J.R. Alford Greenway | Culture & Recreation | 25-27 |
| Killearn Acres Flood Mitigation | Physical Environment | 25-89 |
| Killearn Lakes Plantation Stormwater | Physical Environment | 25-90 |
| L.I.F.E. 2/3 Match Program | Transportation | 25-119 |
| L.I.F.E. Boat Landing Enhancements & Upgrades | Culture & Recreation | 25-28 |
| L.I.F.E. Fire Safety Infrastructure | Health & Safety | 25-73 |
| L.I.F.E. Miccosukee Sense of Place | General Government | 25-53 |
| L.I.F.E. Recreational Amenities | Culture & Recreation | 25-29 |
| L.I.F.E. Rural Road Safety Stabilization | Transportation | 25-120 |
| L.I.F.E. Stormwater and Flood Relief | Physical Environment | 25-91 |
| L.I.F.E. Street Lighting | Transportation | 25-121 |
| Lake Henrietta Renovation | Physical Environment | 25-92 |
| Lake Jackson Town Center | General Government | 25-54 |
| Lake Munson Restoration | Physical Environment | 25-93 |
| Landfill Closure | Physical Environment | 25-94 |
| Landfill Improvements | Physical Environment | 25-95 |
| Leon County Government Annex | General Government | 25-55 |
| Library Services Technology | Culture & Recreation | 25-30 |
| Longview Drive Sinkhole | Physical Environment | 25-96 |
| Longwood Outfall Retrofit | Physical Environment | 25-97 |
| Magnolia Drive Multi-Use Trail | Transportation | 25-122 |
| Maylor Road Accessibility/Stormwater Improvements | Transportation | 25-123 |
| Mobile Devices | General Government | 25-56 |
| N.Florida Fairgrounds Road Milling and Resurfacing | Transportation | 25-124 |
| NE Lake Munson Septic to Sewer | Physical Environment | 25-98 |
| New General Vehicle & Equipment | General Government | 25-57 |
| New Parks/Greenways Vehicles and Equipment | Culture & Recreation | 25-31 |
| Okeeheepkee Prairie Park | Culture & Recreation | 25-32 |
| Old Bainbridge Road Safety Improvements | Transportation | 25-125 |
| Open Graded Cold Mix Maintenance and Resurfacing | Transportation | 25-126 |
| Parks Capital Maintenance | Culture & Recreation | 25-33 |
| Pedrick Pond Stormwater Improvements | Physical Environment | 25-99 |
| Permit & Enforcement Tracking System | Physical Environment | 25-100 |
| Playground Equipment Replacement | Culture & Recreation | 25-34 |
| Public Defender Technology | General Government | 25-58 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

| Project | Section | Page |
|--|----------------------|-------------|
| Public Safety Complex | Health & Safety | 25-74 |
| Public Works Design and Engineering Services | Transportation | 25-127 |
| Public Works Vehicle & Equipment Replacement | Transportation | 25-128 |
| Records Management | General Government | 25-59 |
| Rural Waste Vehicle and Equipment Replacement | Physical Environment | 25-101 |
| Serenity Cemetery Expansion | General Government | 25-60 |
| Sheriff Training Facility | Health & Safety | 25-75 |
| Sidewalk Program | Transportation | 25-129 |
| Smith Creek Bike Lane Phase I | Transportation | 25-130 |
| Smith Creek Bike Lane Phase II | Transportation | 25-131 |
| Solar Arrays on County Buildings | General Government | 25-61 |
| Solid Waste Facility Heavy Equipment & Vehicle Replacement | Physical Environment | 25-102 |
| Springhill Road Bridge Rehabilitation | Transportation | 25-132 |
| St. Marks Headwaters Greenway | Culture & Recreation | 25-35 |
| State Attorney Technology | General Government | 25-62 |
| Stormwater Infrastructure Preventative Maintenance | Physical Environment | 25-103 |
| Stormwater Pond Repairs | Physical Environment | 25-104 |
| Stormwater Vehicle & Equipment Replacement | Physical Environment | 25-105 |
| Street Lights Program - Unincorporated Areas | Transportation | 25-133 |
| Supervisor of Elections Technology | General Government | 25-63 |
| TMDL Compliance Activities | Physical Environment | 25-106 |
| Tourist Development Building | General Government | 25-64 |
| Transfer Station Heavy Equipment Replacement | Physical Environment | 25-107 |
| Transfer Station Improvements | Physical Environment | 25-108 |
| Transportation and Stormwater Improvements | Transportation | 25-134 |
| User Computer Upgrades | General Government | 25-65 |
| Volunteer Fire Departments | Health & Safety | 25-76 |
| Voting Equipment Replacement | General Government | 25-66 |
| Westside Stormwater | Physical Environment | 25-109 |
| Woodside Heights Sewer Project - FDEP | Physical Environment | 25-110 |
| Woodville Sewer Project | Physical Environment | 25-111 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Summary Index

| | |
|---|-------|
| Capital Improvement Program Overview | 25-6 |
| Capital Improvement Program Analysis | 25-8 |
| Capital Projects by Managing Division | 25-12 |
| FY 2019 Anticipated Carryforward Projects | 25-14 |
| Operating Budget Impacts | 25-16 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Overview

Capital Improvement Program (CIP)

The capital improvement program is a resource that helps Leon County government ensure that decisions on projects and funding are made wisely and in a well-planned manner. The quality of life for a Leon County resident depends on the reliability of transportation, the performance of the stormwater system, the efficiency of waste disposal, the accessibility of culture and recreation, and many other essential public services.

High quality service levels can be achieved through the proper planning and provision of the replacement, maintenance and enhancement of the County's capital assets. In accordance with Florida Statute Chapter 125.74(1)(d), the County Administrator is annually responsible to prepare and submit a capital budget and capital improvement program to the Board.

Capital Assets

A capital asset is a new or rehabilitated physical asset that is nonrecurring and has a useful life of more than three years and costs at least \$10,000.

Capital Project

A capital project is undertaken to acquire a capital asset. Examples include the construction, maintenance, and/or renovations to public buildings as well as improvements to stormwater and transportation systems.

Capital Improvement Program

Capital infrastructure is essential to the Leon County community. Leon County's capital improvement program is a multi-year program that identifies capital projects to be funded during a five year period. It specifies each capital project to be undertaken, the year it will begin, the anticipated expenses for each year and the method of financing.

Projects and financing sources in the capital improvement program for years other than the current budget year (commonly called "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

Program Preparation

Each fiscal year, the Office of Management and Budget facilitates the preparation of a capital improvement program. Officials, administrators, and staff of Leon County government all assist in this process. The preparation process includes the following:

I. Assessment of Capital Needs

(Department/Division Staff)

- Prepare an inventory
- Evaluate whether to repair or replace facilities and/or equipment
- Identify future needs

II. Identification of Capital Projects

(Commission, Administration, Department/Division Staff)

- Review status of current projects
- Develop information for new projects
- Submit project requests

III. Financial Analysis

(Administration and OMB)

- Evaluate financial conditions
- Forecast financial trends
- Evaluate funding options

IV. Evaluation & Planning of Capital Projects

(Administration and OMB)

- Review and prioritize project requests
- Select projects and project schedules
- Determine project funding sources

V. Adoption of Capital Improvement Program & Annual Capital Budget

(Commission, Administration, and OMB)

- Prepare and submit tentative program and budget to Commission
- Hold public hearings
- Revise and prepare final program and budget for adoption

VI. Implementation & Monitoring of Annual Capital Budget

- October 1 through September 30
- Departmental Biannual Project Status Reports

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Overview

The following is a brief description of the information contained in the Capital Improvement Program. A Project Index can be found on page 25-2.

The remainder of this section contains information, analysis and summaries about Leon County's capital budget and capital Improvement program.

- **Capital Improvement Program Analysis:** Brief analysis of the FY 2020-2024 capital improvement program.
- **Capital Projects by Managing Division:** Summary table of all capital improvement projects organized by managing division.
- **FY 2019 Anticipated Carryforward Projects:** Summary table of all capital improvement projects that are anticipated to be carryforward from one fiscal year into the next.
- **Operating Budget Impacts:** General description and summary table of estimated impacts capital projects are anticipated to have on the operating budget.

Capital Project Sections

Each section represents the service type of the capital projects it contains. The Capital Improvement Program consists of five service types: Culture & Recreation, General Government, Health & Safety, Physical Environment, and Transportation. Included in each section is an overview with a brief analysis, an index of the projects and a detail sheet for any project with planned activity in any fiscal year from FY 2020 to FY 2024. The project detail sheets each provide the following:

General Information

Includes project title, managing division, project number, service type, project status, description/justification and, if applicable, project location map and photo.

Strategic Plan Information

Each project identifies what Strategic Priority(s) it works toward. If applicable, each project notes if it works toward fulfilling one or more of the Board's Strategic Initiatives. The Leon County Board of County Commissioner's Strategic Priorities and Initiatives are further explained in the LEADS/ Strategic Plan section.

Policy/Comprehensive Plan Information

Non-comprehensive Plan Related Projects - relevant policy, law, mandate, ordinance, master plan, initiative, etc.

Comprehensive Plan Related Projects

Identifies whether the project is in the capital improvement element of the comprehensive plan, the improvements (stormwater, parks & recreation, roads), level of service standard for the improvement, current level of service, level of service upon completion of the improvement, etc.

Financial Information

Includes funding sources, past expenditures through FY 2018, FY 2019 adjusted budget and FY 2019 year-to-date expenditures, FY 2020 budget, FY 2020 – FY 2024 planned budget, FY 2020 – FY 2024 total, total project cost, and estimates of any anticipated impacts on the operating budget.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

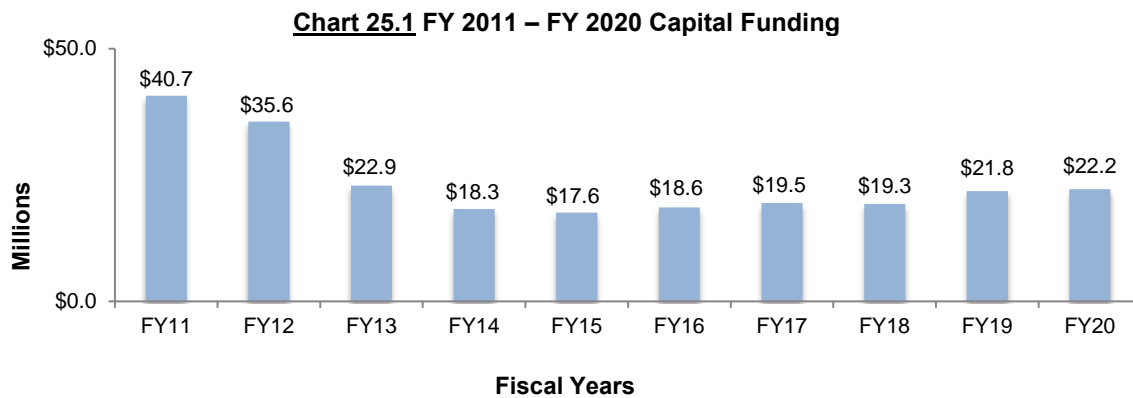
Capital Improvement Program Analysis

FY 2020 through FY 2024 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2011 through FY 2020. The total FY 2020 capital budget is **\$22,217,073 (\$22,119,698 in capital projects and \$97,375 in budgeted reserves)**. Including the budgeted reserves, this is a 1.54% increase over the adopted FY 2019 capital budget of \$21,880,541.

At its June 18, 2019 Budget Workshop, the Board approved an increase in the recurring transfer to the County capital program from \$5.0 million in FY 2019 to \$7.4 million for FY 2020. During the recession, the recurring general revenue transfer to the capital program was reduced to \$0. However, through the annual budget processes, the transfer has gradually increased to \$5.0 million in FY 2019. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$9.4 million by FY 2024. To support the capital program adequately, future transfers will need to reach \$10.0 million annually. In FY 2020, funding is allocated for building maintenance and repairs including \$2.0 million for the Detention Center and parks maintenance and improvements including \$800,000 to complete the Chaires Park ballfield, along with new and replacement vehicles and information technology infrastructure projects.

The Chart also illustrates the Capital Improvement Program funding levels since FY 2011



The capital projects planned for FY 2020 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation maintenance and improvements. In developing the proposed five-year capital improvement program, staff continues to focus the limited resources of the County towards maintaining aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Detention Facility, Sheriff's Administration, Courthouse and Annex, Main Library, Cooperative Extension Building, and Public Works Operation Center) that are operating with equipment near or at their end-of-life use.

The FY 2020 – FY 2024 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks, and fleet. In January 2020, Leon County will begin collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, and intersection and safety improvements.

A new component of this sales tax is an additional two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). A preliminary five-year L.I.F.E. Program schedule was presented at the FY 2019 Budget Policy Workshop on April 24, 2018. For FY 2020, L.I.F.E. projects have been established for the various components totaling \$680,580.

In addition, the County's share of the dedicated water quality funding from the future sales tax proceeds supports a number of strategic initiatives to address septic upgrades and sewer conversion projects in the primary spring protection zone. Over the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. Over the next five years, \$6.5 million of the water quality funding will be used to pay back this advanced funding.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Analysis

Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2020 capital budget. Chart 25.3 shows the service types of the projects in the FY 2020 – FY 2024 Capital Improvement Program. The Capital Improvement Program continues to spend the majority of funds on transportation projects. Budgeted reserves are not reflected below.

Chart 25.2
FY 2020 Service Types

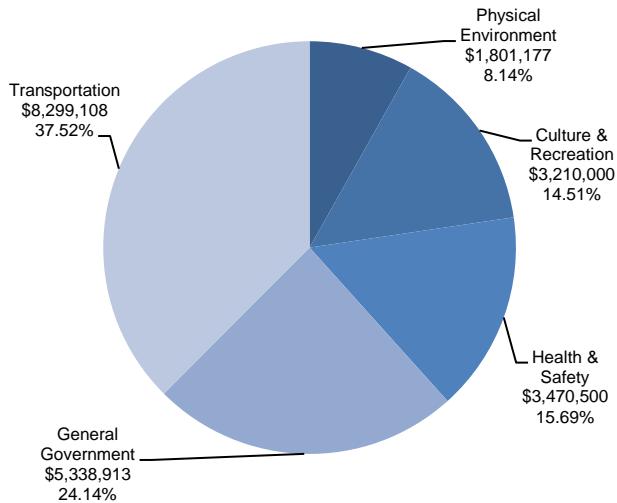


Chart 25.3
FY 2020 – FY 2024 Service Types

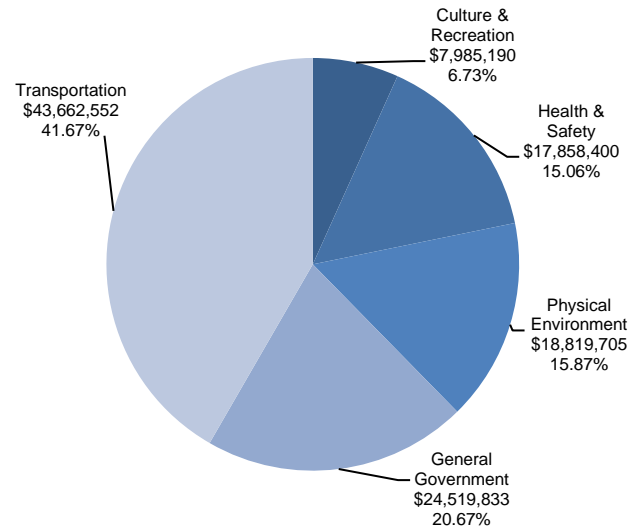
**Project Funding Sources**

Table 25.1 shows the project funding sources for the FY 2020 capital budget and the FY 2020 – FY 2024 capital improvement program. Capital Improvements (Fund 305) and Transportation Improvements (Fund 306) are the primary sources of funding for the FY 2020 capital budget, with \$9,859,018 (44.57%) and \$3,858,708 (17.44%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2020 – FY 2024, totaling \$44,888,568 (37.85%). The table does not reflect budgeted reserves.

Table 25.1 FY 2020 – FY 2024 Project Funding Sources

| Funding Source | FY 2020 Planned | % | FY 2020 – FY 2024 Program | % |
|---|---------------------|-------------|---------------------------|-------------|
| Capital Improvements (Fund 305) | \$9,859,018 | 44.57% | \$44,888,568 | 37.85% |
| Transportation Improvements (Fund 306) | \$3,858,708 | 17.44% | \$21,093,766 | 17.79% |
| Sales Tax Extension 2020 (Fund 351) | \$3,402,900 | 15.38% | \$22,666,050 | 19.11% |
| Sales Tax Extension 2020 JPA (Fund 352) | \$1,618,080 | 7.32% | \$14,778,660 | 12.46% |
| EMS MSTU (Fund 135) | \$1,327,000 | 6.00% | \$7,312,000 | 6.17% |
| Sales Tax Extension (Fund 309) | \$1,206,595 | 5.45% | \$2,806,595 | 2.37% |
| Sales Tax (Fund 308) | \$300,000 | 1.36% | \$300,000 | 0.25% |
| Solid Waste (Fund 401) | \$297,397 | 1.34% | \$3,044,805 | 2.57% |
| Bank of America (Fund 165) | \$250,000 | 1.13% | \$1,710,000 | 1.44% |
| Total | \$22,119,698 | 100% | \$118,600,444 | 100% |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Analysis

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development programs, and Livable Infrastructure for Everyone (LIFE) projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint 2020 Joint Participation Agreement (BP 2020 JPA) revenue supports County projects funded through the County's share of the sales tax extension.

The BP 2020 JPA revenue, accounted for in Fund 352, will be used for water quality and stormwater, sidewalks, and Livable Infrastructure for Everyone (L.I.F.E.) projects. The remaining 20% of the sales tax extension will be split evenly between the County and the City. The County's 10% share, accounted for in Fund 351 (Sales Tax Extension 2020), will be used for transportation resurfacing and intersection safety improvement projects and other statutorily authorized uses approved by the County.

The current Sales Tax Extension 2000, which will expire in year 2019, is accounted for in Fund 309 (Sales Tax Extension). Funding reflects the remaining balance dedicated to two projects, Apalachee Regional Park for FY 2020 and Lexington Pond Retrofit for FY 2021.

Reserves for Capital Projects

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. For FY 2020, \$2.1 million in Transportation Improvement Fund reserves from the fund sweep in FY 2019, will be used to support stormwater and stormwater and transportation capital projects. For the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. Over the next five years, \$6.5 million of the water quality funding will be used to pay back this advanced funding. The capital reserves were used to provide "cash flow" until such time as the County's share of the water quality funding from the new sales tax becomes available. Using the capital reserves eliminated the need for the County to issue debt or borrow funds.

The future need for general revenue fund sweeps to support capital maintenance projects diminishes as the recurring general revenue transfer to the capital program increases. As previously mentioned, during the post-recession recovery in order to balance the budget in FY 2014, the budget suspended the transfer of recurring revenue to the capital program. Since that time, the transfer has increased to \$5.0 million in FY 2019 and the preliminary FY 2020 budget increases this transfer to \$7.4 million. To support the capital program adequately, future transfers are projected to increase to between \$8.0 to \$10.0 million annually.

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Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Analysis

New Capital Projects

Table 25.2 indicates new projects for the FY 2020 capital budget and the FY 2020 – FY 2024 capital improvement program. Seven projects totaling \$1,341,830 will be funded in FY 2020. For the five-year period, a total of \$8,931,910 is budgeted for the new projects. The projects include the Livable Infrastructure for Everyone (L.I.F.E.) projects.

Table 25.2 FY 2020 – FY 2024 New and Revised Projects

| New and Revised Projects | FY 2020 Planned | % | FY 2020 – FY 2024 Program | % |
|---|--------------------|-------------|---------------------------|-------------|
| Helicopter for Sheriff's Office* | \$130,000 | 9.69% | \$650,000 | 7.28% |
| N. Florida Fairgrounds Road Milling and Resurfacing | - | - | \$220,000 | 2.46% |
| Maylor Road Accessibility / Stormwater Improvements | \$481,250 | 35.87% | \$3,220,750 | 36.06% |
| Solar Arrays on County Buildings | \$50,000 | 3.73% | \$250,000 | 2.80% |
| L.I.F.E. Rural Road Safety Stabilization | \$175,000 | 13.04% | \$925,000 | 10.36% |
| L.I.F.E. Miccosukee Sense of Place | \$255,580 | 19.05% | \$829,720 | 9.29% |
| L.I.F.E. Street Lighting | \$125,000 | 9.32% | \$625,000 | 7.00% |
| L.I.F.E. Fire Safety Infrastructure | - | - | \$500,000 | 5.60% |
| L.I.F.E. Boat Landing Enhancements & Upgrades | \$125,000 | 9.32% | \$546,440 | 6.12% |
| L.I.F.E. 2/3 Match Program | - | - | \$100,000 | 1.12% |
| L.I.F.E. Stormwater and Flood Relief | - | - | \$515,000 | 5.77% |
| L.I.F.E. Recreational Amenities | - | - | \$550,000 | 6.16% |
| Total | \$1,341,830 | 100% | \$8,931,910 | 100% |

*The total cost of this project will be shared 50/50 by the City of Tallahassee and Leon County.

Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2020 capital budget and FY 2020 – FY 2024 capital improvement program. The listed divisions manage a total of 107 projects, but only 55 projects will receive additional funding in the FY 2020 Capital Improvement Program; the remainder is funded through the carryforward process or will receive funding in the out-years. Budgeted reserves and carryforward projects are not reflected below.

Table 25.3 FY 2020 – FY 2024 Managing Divisions

| Managing Division | # of Projects | FY 2020 Planned | % | FY 2020 – FY 2024 Program | % |
|---------------------------------|---------------|---------------------|-------------|---------------------------|-------------|
| Engineering Services | 44 | \$9,663,988 | 43.69% | \$60,334,436 | 50.87% |
| Facilities Management | 12 | \$3,578,283 | 16.18% | \$15,564,183 | 13.12% |
| Fleet Management | 12 | \$2,552,545 | 11.54% | \$19,305,295 | 16.28% |
| Management Information Services | 15 | \$2,158,830 | 9.76% | \$10,634,830 | 8.97% |
| Parks & Recreation | 14 | \$3,160,000 | 14.29% | \$7,681,440 | 6.48% |
| Public Works | 5 | \$835,200 | 3.78% | \$4,176,000 | 3.52% |
| Solid Waste | 4 | \$170,852 | 0.77% | \$854,260 | 0.72% |
| Miscellaneous | 1 | - | - | \$50,000 | 0.04% |
| Total | 107 | \$21,119,698 | 100% | \$118,600,444 | 100% |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Projects by Managing Division

| Project | Project # | FY 2018 Life to Date | FY 2019 Adi Budget | FY 2020 Planned | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | FY20 - FY24 Total | Project Cost Total |
|---|-----------|-------------------------|-----------------------|--------------------|---------------------|---------------------|---------------------|---------------------|----------------------|-----------------------|
| ENGINEERING SERVICES | | | | | | | | | | |
| 2/3rds Tower Oaks Private Road Paving | 057917 | \$14,673 | \$580,148 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$594,821 |
| Architectural & Engineering Services | 086011 | \$526,269 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$300,000 | \$886,269 |
| Arterial/Collector and Local Road Resurfacing | 056001 | \$43,942,949 | \$3,520,350 | \$2,802,900 | \$3,574,000 | \$3,667,100 | \$3,762,100 | \$3,859,950 | \$17,666,050 | \$65,129,349 |
| Baum Road Drainage Improvements | 054011 | \$1,240 | \$228,760 | \$0 | \$750,000 | \$0 | \$0 | \$0 | \$750,000 | \$980,000 |
| Belair-Annawood Septic to Sewer | 062007 | \$67,695 | \$3,432,306 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$3,500,001 |
| Community Safety & Mobility | 056005 | \$8,681,918 | \$1,453,274 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$10,135,192 |
| Comprehensive Wastewater Treatment Project | 062006 | \$0 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500,000 |
| Detention Facility Complex Maintenance | 086031 | \$7,641,248 | \$4,729,807 | \$2,013,500 | \$2,020,000 | \$1,167,900 | \$1,720,000 | \$1,350,000 | \$8,271,400 | \$20,642,455 |
| Fords Arm - Lexington Pond Retrofit | 063005 | \$2,894,290 | \$2,913,300 | \$0 | \$1,600,000 | \$0 | \$0 | \$0 | \$1,600,000 | \$7,407,590 |
| Intersection and Safety Improvements | 057001 | \$8,672,697 | \$4,442,028 | \$345,850 | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$2,345,850 | \$15,460,575 |
| Killearn Acres Flood Mitigation | 064001 | \$3,088,545 | \$497,677 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$3,586,222 |
| Killearn Lakes Plantation Stormwater | 064006 | \$2,877,768 | \$800,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$3,677,768 |
| L.I.F.E. 2/3 Match Program | 091008 | \$0 | \$0 | \$0 | \$0 | \$0 | \$100,000 | \$0 | \$100,000 | \$100,000 |
| L.I.F.E. Fire Safety Infrastructure | 091006 | \$0 | \$0 | \$0 | \$125,000 | \$125,000 | \$125,000 | \$125,000 | \$500,000 | \$500,000 |
| L.I.F.E. Miccosukee Sense of Place | 091004 | \$0 | \$0 | \$255,580 | \$184,800 | \$187,730 | \$201,610 | \$0 | \$829,720 | \$829,720 |
| L.I.F.E. Rural Road Safety Stabilization | 091003 | \$0 | \$0 | \$175,000 | \$175,000 | \$175,000 | \$200,000 | \$200,000 | \$925,000 | \$925,000 |
| L.I.F.E. Stormwater and Flood Relief | 091009 | \$0 | \$0 | \$0 | \$0 | \$0 | \$115,000 | \$400,000 | \$515,000 | \$515,000 |
| L.I.F.E. Street Lighting | 091005 | \$0 | \$0 | \$125,000 | \$125,000 | \$125,000 | \$125,000 | \$125,000 | \$625,000 | \$625,000 |
| Lake Henrietta Renovation | 061001 | \$72,209 | \$1,172,554 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,244,763 |
| Lake Munson Restoration | 062001 | \$2,575,125 | \$70,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,645,125 |
| Longview Drive Sinkhole | 063011 | \$0 | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500,000 |
| Longwood Outfall Retrofit | 062004 | \$2,044 | \$223,345 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$225,389 |
| Magnolia Drive Multi-Use Trail | 055010 | \$2,995,024 | \$5,537,504 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$8,532,528 |
| Maylor Road Accessibility / Stormwater Improvements | 065005 | \$0 | \$0 | \$481,250 | \$2,739,500 | \$0 | \$0 | \$0 | \$3,220,750 | \$3,220,750 |
| N. Florida Fairgrounds Road Milling and Resurfacing | 051009 | \$0 | \$0 | \$0 | \$220,000 | \$0 | \$0 | \$0 | \$220,000 | \$220,000 |
| NE Lake Munson Septic to Sewer | 062008 | \$0 | \$5,500,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$5,500,000 |
| Old Bainbridge Road Safety Improvements | 053007 | \$0 | \$525,071 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$525,071 |
| Pedrick Pond Stormwater Improvements | 045007 | \$217,015 | \$30,902 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$247,917 |
| Public Works Design and Engineering Services | 056011 | \$350,060 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 | \$950,060 |
| Serenity Cemetery Expansion | 091002 | \$0 | \$0 | \$0 | \$100,000 | \$0 | \$0 | \$0 | \$100,000 | \$100,000 |
| Sheriff Training Facility | 086080 | \$0 | \$49,200 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$49,200 |
| Sidewalk Program | 056013 | \$3,258,016 | \$4,244,076 | \$1,484,908 | \$1,836,073 | \$2,875,735 | \$2,916,395 | \$2,958,055 | \$12,071,166 | \$19,573,258 |
| Smith Creek Bike Lane Phase I | 052004 | \$0 | \$110,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$110,000 |
| Smith Creek Bike Lane Phase II | 052005 | \$0 | \$134,205 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$134,205 |
| Springhill Road Bridge Rehabilitation | 051008 | \$0 | \$350,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$350,500 |
| Stormwater Infrastructure Preventative Maintenance | 067006 | \$8,621 | \$1,341,379 | \$200,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$1,400,000 | \$2,750,000 |
| Street Lights Program - Unincorporated Areas | 057013 | \$37,066 | \$337,934 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$375,000 |
| TMDL Compliance Activities | 066004 | \$10,000 | \$340,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$350,000 |
| Tourist Development Building | 086065 | \$179,113 | \$2,177,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,356,613 |
| Transportation and Stormwater Improvements | 056010 | \$838,938 | \$4,005,556 | \$1,620,000 | \$674,500 | \$850,000 | \$500,000 | \$500,000 | \$4,144,500 | \$8,988,994 |
| Volunteer Fire Departments | 096002 | \$359,104 | \$136,523 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$495,627 |
| Westside Stormwater | 062005 | \$12,962 | \$400,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$412,962 |
| Woodside Heights Sewer Project - FDEP | 061003 | \$2,913,061 | \$3,086,268 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$5,999,329 |
| Woodville Sewer Project | 062003 | \$540 | \$3,000,000 | \$0 | \$0 | \$0 | \$2,125,000 | \$2,125,000 | \$4,250,000 | \$7,250,540 |
| Engineering Services Subtotal | | \$92,238,190 | \$56,530,167 | \$9,663,988 | \$15,083,873 | \$10,133,465 | \$12,850,105 | \$12,603,005 | \$60,334,436 | \$209,102,793 |
| FACILITIES MANAGEMENT | | | | | | | | | | |
| Building General Maintenance and Renovations | 086079 | \$138,354 | \$1,664,429 | \$410,118 | \$220,000 | \$130,000 | \$95,000 | \$70,000 | \$925,118 | \$2,727,901 |
| Building Infrastructure and Improvements | 086078 | \$557,739 | \$2,263,301 | \$544,425 | \$1,502,747 | \$865,934 | \$915,934 | \$644,285 | \$4,473,325 | \$7,294,365 |
| Building Mechanical Repairs and Improvements | 086077 | \$482,782 | \$1,940,476 | \$935,334 | \$271,000 | \$371,000 | \$549,000 | \$481,000 | \$2,607,334 | \$5,030,592 |
| Building Roofing Repairs and Replacements | 086076 | \$38,050 | \$352,690 | \$889,827 | \$650,000 | \$900,000 | \$575,000 | \$325,000 | \$3,339,827 | \$3,730,567 |
| Common Area Furnishings | 086017 | \$464,621 | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$150,000 | \$644,621 |
| Courthouse Renovations | 086027 | \$9,180,053 | \$953,638 | \$373,579 | \$40,000 | \$40,000 | \$40,000 | \$40,000 | \$533,579 | \$10,667,270 |
| Courthouse Security | 086016 | \$439,361 | \$35,000 | \$35,000 | \$40,000 | \$20,000 | \$35,000 | \$20,000 | \$150,000 | \$624,361 |
| Courtroom Minor Renovations | 086007 | \$721,140 | \$99,187 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$300,000 | \$1,120,327 |
| Lake Jackson Town Center | 083002 | \$681,022 | \$192,799 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$873,821 |
| Leon County Government Annex | 086025 | \$25,846,682 | \$612,003 | \$250,000 | \$250,000 | \$275,000 | \$610,000 | \$325,000 | \$1,710,000 | \$28,168,685 |
| Public Safety Complex | 096016 | \$15,945,226 | \$523,276 | \$0 | \$225,000 | \$300,000 | \$300,000 | \$300,000 | \$1,125,000 | \$17,593,502 |
| Solar Arrays on County Buildings | 086081 | \$0 | \$0 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$250,000 | \$250,000 |
| Facilities Management Subtotal | | \$54,495,030 | \$8,666,799 | \$3,578,283 | \$3,338,747 | \$3,041,934 | \$3,259,934 | \$2,345,285 | \$15,564,183 | \$78,726,012 |
| FLEET MANAGEMENT | | | | | | | | | | |
| Emergency Medical Services Vehicles & Equipment Replacement | 026014 | \$9,507,395 | \$1,360,000 | \$1,302,000 | \$1,305,000 | \$1,350,000 | \$1,575,000 | \$1,655,000 | \$7,187,000 | \$18,054,395 |
| Fleet Management Shop Equipment | 026010 | \$275,430 | \$25,000 | \$0 | \$0 | \$35,000 | \$0 | \$30,000 | \$65,000 | \$365,430 |
| General Vehicle & Equipment Replacement | 026003 | \$5,160,039 | \$255,236 | \$246,000 | \$531,000 | \$540,000 | \$466,000 | \$525,000 | \$2,308,000 | \$7,723,275 |
| Hazardous Waste Vehicle and Equipment Replacement | 036042 | \$43,057 | \$0 | \$0 | \$0 | \$96,000 | \$0 | \$0 | \$96,000 | \$139,057 |
| Helicopter for Sheriff's Office | 026023 | \$0 | \$0 | \$130,000 | \$130,000 | \$130,000 | \$130,000 | \$130,000 | \$650,000 | \$650,000 |
| New General Vehicle & Equipment | 026018 | \$200,195 | \$0 | \$52,000 | \$0 | \$0 | \$0 | \$0 | \$52,000 | \$252,195 |
| New Parks/Greenways Vehicles and Equipment | 046007 | \$822,923 | \$254,302 | \$0 | \$53,750 | \$0 | \$0 | \$0 | \$53,750 | \$1,130,975 |
| Public Works Vehicle & Equipment Replacement | 026005 | \$11,217,887 | \$1,295,602 | \$429,000 | \$1,260,000 | \$734,000 | \$750,000 | \$750,000 | \$3,923,000 | \$16,436,489 |
| Rural Waste Vehicle and Equipment Replacement | 036033 | \$618,183 | \$513,565 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,131,748 |
| Solid Waste Facility Heavy Equipment & Vehicle Replacement | 036003 | \$4,171,263 | \$31,000 | \$15,000 | \$388,000 | \$0 | \$40,000 | \$40,000 | \$483,000 | \$4,685,263 |
| Stormwater Vehicle & Equipment Replacement | 026004 | \$7,104,196 | \$282,156 | \$267,000 | \$393,000 | \$1,015,000 | \$528,000 | \$673,000 | \$2,876,000 | \$10,262,352 |
| Transfer Station Heavy Equipment Replacement | 036010 | \$3,226,261 | \$126,873 | \$111,545 | \$395,000 | \$165,000 | \$470,000 | \$470,000 | \$1,611,545 | \$4,964,679 |
| Fleet Management Subtotal | | \$42,346,829 | \$4,143,734 | \$2,552,545 | \$4,455,750 | \$4,065,000 | \$3,959,000 | \$4,273,000 | \$19,305,295 | \$65,795,858 |

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Projects by Managing Division

| Project | Project # | Life to Date FY 2018 | Adj Budget FY 2019 | FY 2020 Planned | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | FY20 - FY24 Total | Project Cost Total |
|---|------------|-------------------------|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|-----------------------|
| MANAGEMENT INFORMATION SERVICES (MIS) | | | | | | | | | | |
| County Compute Infrastructure | 076008 | \$4,071,097 | \$666,526 | \$550,000 | \$550,000 | \$550,000 | \$550,000 | \$550,000 | \$2,750,000 | \$7,487,623 |
| Courtroom Technology | 076023 | \$1,246,278 | \$461,850 | \$0 | \$133,820 | \$133,820 | \$133,820 | \$133,820 | \$535,280 | \$2,243,408 |
| E-Filing System for Court Documents | 076063 | \$22,972 | \$247,333 | \$0 | \$125,000 | \$125,000 | \$0 | \$0 | \$250,000 | \$520,305 |
| Emergency Medical Services Technology | 076058 | \$311,442 | \$48,823 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$125,000 | \$485,265 |
| Financial Hardware and Software | 076001 | \$585,579 | \$160,828 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$125,000 | \$871,407 |
| Geographic Information Systems | 076009 | \$6,160,482 | \$260,556 | \$188,280 | \$188,280 | \$188,280 | \$188,280 | \$188,280 | \$941,400 | \$7,362,438 |
| GIS Incremental Basemap Update | 076060 | \$3,693,679 | \$298,500 | \$298,500 | \$298,500 | \$298,500 | \$298,500 | \$298,500 | \$1,492,500 | \$5,484,679 |
| Library Services Technology | 076011 | \$388,007 | \$107,854 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$250,000 | \$745,861 |
| Mobile Devices | 076042 | \$631,871 | \$31,427 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$125,000 | \$788,298 |
| Permit & Enforcement Tracking System | 076015 | \$734,445 | \$270,284 | \$450,000 | \$250,000 | \$250,000 | \$250,000 | \$250,000 | \$1,450,000 | \$2,454,729 |
| Public Defender Technology | 076051 | \$523,938 | \$75,712 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$250,000 | \$849,650 |
| Records Management | 076061 | \$295,700 | \$129,695 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$425,395 |
| State Attorney Technology | 076047 | \$425,467 | \$110,900 | \$110,900 | \$110,900 | \$110,900 | \$110,900 | \$110,900 | \$554,500 | \$1,090,867 |
| Supervisor of Elections Technology | 076005 | \$531,450 | \$77,670 | \$86,150 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$286,150 | \$895,270 |
| User Computer Upgrades | 076024 | \$4,666,707 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$300,000 | \$1,500,000 | \$6,466,707 |
| MIS Subtotal | | \$24,289,114 | \$3,247,958 | \$2,158,830 | \$2,181,500 | \$2,181,500 | \$2,056,500 | \$2,056,500 | \$10,634,830 | \$38,171,902 |
| MISCELLANEOUS | | | | | | | | | | |
| Voting Equipment Replacement | 096028 | \$90,268 | \$41,732 | \$0 | \$50,000 | \$0 | \$0 | \$0 | \$50,000 | \$182,000 |
| Miscellaneous Subtotal | | \$90,268 | \$41,732 | \$0 | \$50,000 | \$0 | \$0 | \$0 | \$50,000 | \$182,000 |
| PARKS & RECREATION | | | | | | | | | | |
| Apalachee Regional Park | 045001 | \$3,294,145 | \$2,338,570 | \$1,400,000 | \$0 | \$250,000 | \$100,000 | \$500,000 | \$2,250,000 | \$7,882,715 |
| Boat Landing Improvements and Renovations | 047002 | \$142,739 | \$296,181 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$438,920 |
| Chaires Park | 046014 | \$1,200,000 | \$0 | \$800,000 | \$0 | \$0 | \$0 | \$0 | \$800,000 | \$2,000,000 |
| Dog Parks - Unincorporated Area | 046013 | \$30,000 | \$95,000 | \$30,000 | \$0 | \$0 | \$0 | \$0 | \$30,000 | \$155,000 |
| Fred George Park | 043007 | \$9,170,395 | \$487,850 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$9,658,245 |
| Greenways Capital Maintenance | 046009 | \$1,833,909 | \$714,444 | \$150,000 | \$250,000 | \$250,000 | \$250,000 | \$250,000 | \$1,150,000 | \$3,698,353 |
| J. Lee Vause Park Improvements | 043001 | \$99,334 | \$333,799 | \$130,000 | \$0 | \$0 | \$0 | \$0 | \$130,000 | \$563,133 |
| J.R. Alford Greenway | 045004 | \$165,185 | \$110,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$275,185 |
| L.I.F.E. Boat Landing Enhancements & Upgrades | 091007 | \$0 | \$0 | \$125,000 | \$125,000 | \$0 | \$125,000 | \$171,440 | \$546,440 | \$546,440 |
| L.I.F.E. Recreational Amenities | 091010 | \$0 | \$0 | \$0 | \$200,000 | \$350,000 | \$0 | \$0 | \$550,000 | \$550,000 |
| Okeehoopkee Prairie Park | 043008 | \$701,130 | \$185,634 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$886,764 |
| Parks Capital Maintenance | 046001 | \$2,393,118 | \$2,770,139 | \$350,000 | \$350,000 | \$350,000 | \$350,000 | \$350,000 | \$1,750,000 | \$6,913,257 |
| Playground Equipment Replacement | 046006 | \$815,756 | \$41,556 | \$175,000 | \$0 | \$150,000 | \$0 | \$150,000 | \$475,000 | \$1,332,312 |
| St. Marks Headwaters Greenway | 047001 | \$874,069 | \$1,076,561 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,950,630 |
| Parks & Recreation Subtotal | | \$20,719,780 | \$8,449,734 | \$3,160,000 | \$925,000 | \$1,350,000 | \$825,000 | \$1,421,440 | \$7,681,440 | \$36,850,954 |
| PUBLIC WORKS | | | | | | | | | | |
| Arterial & Collector Roads Pavement Markings | 026015 | \$1,015,408 | \$171,435 | \$135,200 | \$135,200 | \$135,200 | \$135,200 | \$135,200 | \$676,000 | \$1,862,843 |
| Faulk Drive Pond Sediment Removal | 063010 | \$16,409 | \$233,591 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$250,000 |
| FDEP Springs Restoration Project | 125-927128 | \$0 | \$1,500,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,500,000 |
| Open Graded Hot Mix Maintenance and Resurfacing | 026006 | \$13,847,218 | \$1,428,503 | \$600,000 | \$600,000 | \$600,000 | \$600,000 | \$600,000 | \$3,000,000 | \$18,275,721 |
| Stormwater Pond Repairs | 066026 | \$1,250,796 | \$157,693 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 | \$1,908,489 |
| Public Works Subtotal | | \$16,129,831 | \$3,491,222 | \$835,200 | \$835,200 | \$835,200 | \$835,200 | \$835,200 | \$4,176,000 | \$23,797,053 |
| SOLID WASTE | | | | | | | | | | |
| Household Hazardous Waste Improvements | 036019 | \$489,173 | \$85,650 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$574,823 |
| Landfill Closure | 036043 | \$2,718,405 | \$12,884,701 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$15,603,106 |
| Landfill Improvements | 036002 | \$1,598,965 | \$156,181 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$100,000 | \$1,855,146 |
| Transfer Station Improvements | 036023 | \$1,118,299 | \$739,980 | \$150,852 | \$150,852 | \$150,852 | \$150,852 | \$150,852 | \$754,260 | \$2,612,539 |
| Solid Waste Subtotal | | \$5,924,842 | \$13,866,512 | \$170,852 | \$170,852 | \$170,852 | \$170,852 | \$170,852 | \$854,260 | \$20,645,614 |
| Total Capital Improvement Program | | \$256,233,884 | \$98,437,858 | \$22,119,698 | \$27,040,922 | \$21,777,951 | \$23,956,591 | \$23,705,282 | \$118,600,444 | \$473,272,186 |

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

FY 2019 Anticipated Carryforward Projects

Table 25.4 is a schedule of the anticipated carryforward projects for FY 2019. All projects are currently fully funded, except for those that are underlined and *italicized*, which may require future funding. It is anticipated that the funding for these projects will be carryforward from FY 2019 into FY 2020 in order to complete the projects.

Table 25.4 FY 2019 Anticipated Carryforward Projects

| Project Title | FY 2018 Life to Date | FY 2019 Adjusted Budget | FY 2019 YTD Activity* |
|---|-------------------------|----------------------------|--------------------------|
| Culture & Recreation | | | |
| <u>Apalachee Regional Park</u> | 3,294,145 | 2,338,570 | 211,074 |
| <u>Boat Landing Improvements and Renovations</u> | 142,739 | 296,181 | 51,261 |
| Chaires Park | 1,200,000 | - | - |
| Dog Parks - Unincorporated Area | 30,000 | 95,000 | - |
| Fred George Park | 9,170,395 | 487,850 | - |
| <u>Greenways Capital Maintenance</u> | 1,833,909 | 714,444 | 90,797 |
| <u>J. Lee Vause Park Improvements</u> | 99,334 | 333,799 | 20,726 |
| J.R. Alford Greenway | 165,185 | 110,000 | - |
| <u>Library Services Technology</u> | 388,007 | 107,854 | - |
| <u>Okeeheepkee Prairie Park</u> | 701,130 | 185,634 | 9,905 |
| <u>Parks Capital Maintenance</u> | 2,393,118 | 2,770,139 | 453,223 |
| <u>Playground Equipment Replacement</u> | 815,756 | 41,556 | 1,530 |
| <u>St. Marks Headwaters Greenway</u> | 874,069 | 1,076,561 | 52,824 |
| Subtotal | \$21,107,787 | \$8,557,588 | \$891,340 |
| General Government | | | |
| <u>Building General Maintenance and Renovations</u> | 138,354 | 1,664,429 | 145,918 |
| <u>Building Infrastructure and Improvements</u> | 557,739 | 2,263,301 | 319,078 |
| <u>Building Mechanical Repairs and Improvements</u> | 482,782 | 1,940,476 | 980,105 |
| <u>Building Roofing Repairs and Replacements</u> | 38,050 | 352,690 | 133,605 |
| <u>Courthouse Renovations</u> | 9,180,053 | 953,638 | 51,663 |
| <u>Courtroom Minor Renovations</u> | 721,140 | 99,187 | 23,545 |
| <u>Courtroom Technology</u> | 1,246,278 | 461,850 | 119,808 |
| <u>E-Filing System for Court Documents</u> | 22,972 | 247,333 | - |
| <u>Financial Hardware and Software</u> | 585,579 | 160,828 | 82,746 |
| <u>Fleet Management Shop Equipment</u> | 275,430 | 25,000 | 315 |
| <u>Lake Jackson Town Center</u> | 681,022 | - | - |
| <u>Leon County Government Annex</u> | 25,846,682 | 612,003 | 143,369 |
| Public Defender Technology | 523,938 | 75,712 | 27,829 |
| <u>Supervisor of Elections Technology</u> | 531,450 | 77,670 | 27,387 |
| <u>Tourist Development Building</u> | 179,113 | 2,177,500 | 51,876 |
| <u>User Computer Upgrades</u> | 4,666,707 | 300,000 | 195,497 |
| Voting Equipment Replacement | 90,268 | 41,732 | 15,414 |
| Subtotal | \$45,767,557 | \$11,453,349 | \$2,318,155 |
| Health & Safety | | | |
| <u>Detention Facility Complex Maintenance</u> | 7,641,248 | 4,729,807 | 1,206,637 |
| Emergency Medical Services Technology | 311,442 | 48,823 | 24,174 |
| <u>Public Safety Complex</u> | 15,945,226 | 523,276 | 7,841 |
| <u>Sheriff Training Facility</u> | - | 49,200 | - |
| <u>Volunteer Fire Departments</u> | 359,104 | 136,523 | 5,734 |
| Subtotal | \$24,257,020 | \$5,487,629 | \$1,244,386 |

*YTD Activity does not include encumbrances.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

FY 2019 Anticipated Carryforward Projects

| Project Title | FY 2018 Life to Date | FY 2019 Adjusted Budget | FY 2019 YTD Activity* |
|---|-------------------------|----------------------------|--------------------------|
| Physical Environment | | | |
| <u>Baum Road Drainage Improvements</u> | 1,240 | 228,760 | - |
| <u>Belair-Annawood Septic to Sewer</u> | 67,695 | 3,432,306 | 518,053 |
| Comprehensive Wastewater Treatment Project | - | 500,000 | - |
| <u>Faulk Drive Pond Sediment Removal</u> | 16,409 | 233,591 | 137,219 |
| FDEP Springs Restoration Project | - | 1,500,000 | - |
| <u>Fords Arm - Lexington Pond Retrofit</u> | 2,894,290 | 2,913,300 | 79,817 |
| <u>Geographic Information Systems</u> | 6,160,482 | 260,556 | 150,025 |
| Household Hazardous Waste Improvements | 489,173 | 85,650 | 13,767 |
| Killearn Acres Flood Mitigation | 3,088,545 | 497,677 | - |
| Killearn Lakes Plantation Stormwater | 2,877,768 | 800,000 | - |
| Lake Henrietta Renovation | 72,209 | 1,172,554 | - |
| Lake Munson Restoration | 2,575,125 | 70,000 | - |
| <u>Landfill Closure</u> | 2,718,405 | 12,884,701 | 4,435,947 |
| <u>Landfill Improvements</u> | 1,598,965 | 156,181 | - |
| Longview Drive Sinkhole | - | 500,000 | - |
| Longwood Outfall Retrofit | 2,044 | 223,345 | - |
| <u>NE Lake Munson Septic to Sewer</u> | - | 5,500,000 | 188,703 |
| Pedrick Pond Stormwater Improvements | 217,015 | 30,902 | - |
| <u>Stormwater Infrastructure Preventative Maintenance</u> | 8,621 | 1,341,379 | 348,330 |
| <u>Stormwater Pond Repairs</u> | 1,250,796 | 157,693 | 113,034 |
| <u>TMDL Compliance Activities</u> | 10,000 | 340,000 | 98,817 |
| <u>Transfer Station Improvements</u> | 1,118,299 | 739,980 | 6,698 |
| <u>Westside Stormwater</u> | 12,962 | 400,000 | 157,358 |
| <u>Woodside Heights Sewer Project - FDEP</u> | 2,913,061 | 3,086,268 | 1,143,608 |
| <u>Woodville Sewer Project</u> | 540 | 3,000,000 | 416,141 |
| Subtotal | \$28,093,644 | \$40,054,843 | \$7,807,517 |
| Transportation | | | |
| <u>2/3rds Tower Oaks Private Road Paving</u> | 14,673 | 580,148 | 44,376 |
| Arterial & Collector Roads Pavement Markings | 1,015,408 | 171,435 | - |
| <u>Arterial/Collector and Local Road Resurfacing</u> | 43,942,949 | 3,520,350 | 983,627 |
| <u>Community Safety & Mobility</u> | 8,681,918 | 1,453,274 | 158,436 |
| <u>Intersection and Safety Improvements</u> | 8,672,697 | 4,442,028 | 1,831 |
| <u>Magnolia Drive Multi-Use Trail</u> | 2,995,024 | 5,537,504 | 95,680 |
| <u>Old Bainbridge Road Safety Improvements</u> | - | 525,071 | 100,503 |
| Open Graded Hot Mix Maintenance and Resurfacing | 13,847,218 | 1,428,503 | 815,873 |
| <u>Public Works Design and Engineering Services</u> | 350,060 | 100,000 | 19,860 |
| <u>Sidewalk Program</u> | 3,258,016 | 4,244,076 | 610,133 |
| Smith Creek Bike Lane Phase I | - | 110,000 | - |
| Smith Creek Bike Lane Phase II | - | 134,205 | - |
| Springhill Road Bridge Rehabilitation | - | 350,500 | - |
| <u>Street Lights Program - Unincorporated Areas</u> | 37,066 | 337,934 | 33,450 |
| <u>Transportation and Stormwater Improvements</u> | 838,938 | 4,005,556 | 235,020 |
| Subtotal | \$83,653,967 | \$26,940,584 | \$3,098,789 |
| Total Carryforward Projects | \$202,879,975 | \$92,493,993 | \$15,360,196 |

*YTD Activity does not include encumbrances.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Operating Budget Impacts

The following is a general description of some of the impacts that different types of projects can have on the operating budget.

Facilities

The construction or acquisition of a new facility that increases the square footage that the County is required to maintain. This increase results in additional expenses including utilities, maintenance and custodial contracts, and repairs. New community centers and libraries are typically service enhancements, and therefore also require additional staffing, operating supplies, library materials, and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed to improve efficiency and/or to avoid total replacement. An increase in efficiency often results in reallocation of staff time and a decrease in costs such as maintenance, utilities, and repairs.

Parks, Greenways & Trails

The development of a new park, greenway, or trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies, and utilities.

Roadways

The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-stripping, sign and traffic signal replacement, and roadside right-of-way mowing and maintenance.

Stormwater

The improvements of existing stormwater ponds or drainage systems and construction of new ponds or drainage systems are often completed to correct a deficiency. These corrections typically result in decreases in maintenance and repair costs.

Technology

The implementation of new technology often requires an increase for maintenance contracts once the warranty period has expired. Upgrades to existing technology either have no additional costs or minimal costs. The upgrades can result in a decrease in maintenance costs and reallocation of staff time due to the increased efficiency.

Vehicles/Equipment

The purchase of a new vehicle or piece of equipment results in additional expenses including vehicle insurance coverage, preventative maintenance, fuel and oil, and operating supplies. The purchase of a new vehicle or piece of equipment may also require additional staffing for operation. Replacement vehicles or equipment reduce the maintenance portion of the operating budget for the first three years.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Operating Budget Impacts

Table 25.5 outlines the estimated impacts that some projects may have on the operating budget. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and include projects that will reduce the operating budgets of some divisions. These impact estimates are subject to change.

Table 25.5 Operating Budget Impacts by Project

| Project | # | FY 2020 Estimated | FY 2021 Estimated | FY 2022 Estimated | FY 2023 Estimated | FY 2024 Estimated |
|---|--------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Apalachee Regional Park | 045001 | \$47,746 | \$87,863 | \$90,038 | \$92,327 | \$94,735 |
| Building Roofing Repairs and Replacements | 086076 | \$500 | \$500 | \$500 | \$500 | \$500 |
| J.R. Alford Greenway | 045004 | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$3,500 |
| Mobile Devices | 076042 | \$21,600 | \$32,400 | \$43,200 | \$54,000 | \$64,800 |
| New Parks/Greenways Vehicles and Equipment | 046007 | \$12,833 | \$12,833 | \$12,833 | \$12,833 | \$12,833 |
| Serenity Cemetery Expansion | 091002 | \$500 | \$800 | \$500 | \$500 | \$500 |
| Street Lights Programs - Unincorporated Areas | 057013 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 |
| Total | | \$96,679 | \$147,896 | \$160,571 | \$173,660 | \$186,868 |

Table 25.6 outlines the estimated operating budget impacts by Division. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and are subject to change. In addition, divisions may share the operating impacts of one project. For example, Facilities Management is responsible for the utilities and maintenance of the libraries, while the Library Department is responsible for personnel and operating supplies.

Table 25.6 Operating Budget Impacts by Division

| Division | FY 2020 Estimated | FY 2021 Estimated | FY 2022 Estimated | FY 2023 Estimated | FY 2024 Estimated |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Facilities Management | \$500 | \$500 | \$500 | \$500 | \$500 |
| Management Information Services | \$21,600 | \$32,400 | \$43,200 | \$54,000 | \$64,800 |
| Public Works | \$10,500 | \$10,800 | \$10,500 | \$10,500 | \$10,500 |
| Parks & Recreation | \$64,079 | \$104,196 | \$106,371 | \$108,660 | \$111,068 |
| Total | \$96,679 | \$147,896 | \$160,571 | \$173,660 | \$186,868 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Culture & Recreation

Overview

The Culture & Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major Culture & Recreation capital projects funded in FY 2020 include Apalachee Regional Park, Chaires Park Baseball Field, Parks Capital Maintenance, Greenways Capital Maintenance, New Parks/Greenways Vehicles and Equipment, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.4 illustrates that 58% (\$1.88 million) of Culture & Recreation projects are funded in FY 2020 by general revenue, or Capital Improvements Fund (Fund 305). The Sales Tax Extension Fund is funding additional projects at \$1,206,595 or 38%, with the remaining 4% (\$125,000) funding L.I.F.E. projects.

Chart 25.4
FY 2020 Culture & Recreation Projects
by Funding Source

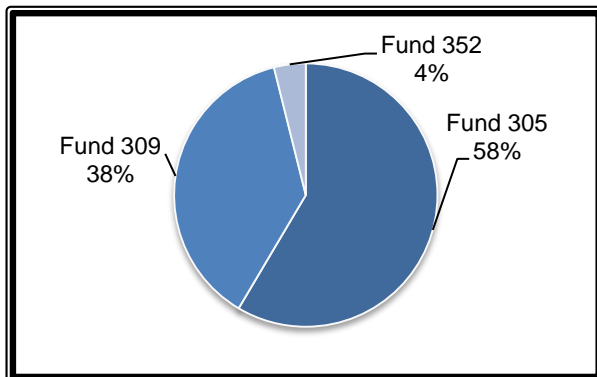
**Managing Divisions**

Table 25.7 shows Parks & Recreation will manage 14 projects, or 88% of the FY 2020 Culture & Recreation capital improvement projects. Fleet Management and Management Information Services will each manage one project for the remaining 12% of the Culture & Recreation capital improvement projects for FY 2020.

Table 25.7
FY 2020 Culture & Recreation Projects
by Managing Division

| Managing Division | # of Projects | FY 2020 Budget |
|---------------------------------|---------------|--------------------|
| Parks & Recreation | 14 | \$3,160,000 |
| Management Information Services | 1 | \$50,000 |
| Fleet Management | 1 | \$0 |
| Total | 16 | \$3,210,000 |

Operating Budget Impacts

Table 25.8 shows the estimated impacts that some Culture & Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.8 Culture & Recreation Operating Budget Impacts

| Project | Project # | FY 2020 Estimate | FY 2021 Estimate | FY 2022 Estimate | FY 2023 Estimate | FY 2024 Estimate |
|--|-----------|------------------|------------------|------------------|------------------|------------------|
| Apalachee Regional Park | 045001 | \$47,746 | \$87,863 | \$90,038 | \$92,327 | \$94,735 |
| J.R. Alford Greenway | 045004 | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$3,500 |
| New Parks/Greenways Vehicles and Equipment | 046007 | \$12,833 | \$12,833 | \$12,833 | \$12,833 | \$12,833 |
| Total | | \$64,079 | \$104,196 | \$106,371 | \$108,660 | \$111,068 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Culture & Recreation Index

| Page | Project | # | FY 2018 Life to Date | FY 2019 Adj Bud | FY 2020 Budget | FY20-FY24 Total | Project Total |
|---------------------------------------|---|--------|-------------------------|--------------------|--------------------|--------------------|---------------------|
| 25-20 | Apalachee Regional Park | 045001 | 3,294,145 | 2,338,570 | 1,400,000 | 2,250,000 | 7,882,715 |
| 25-21 | Boat Landing Improvements and Renovations | 047002 | 142,739 | 296,181 | - | - | 438,920 |
| 25-22 | Chaires Park | 046014 | 1,200,000 | - | 800,000 | 800,000 | 2,000,000 |
| 25-23 | Dog Parks – Unincorporated Area | 046013 | 30,000 | 95,000 | 30,000 | 30,000 | 155,000 |
| 25-24 | Fred George Park | 043007 | 9,170,395 | 487,850 | - | - | 9,658,245 |
| 25-25 | Greenways Capital Maintenance | 046009 | 1,833,909 | 714,444 | 150,000 | 1,150,000 | 3,698,353 |
| 25-26 | J. Lee Vause Park Improvements | 043001 | 99,334 | 333,799 | 130,000 | 130,000 | 563,133 |
| 25-27 | J.R. Alford Greenway | 045004 | 165,185 | 110,000 | - | - | 275,185 |
| 25-28 | Library Services Technology | 076011 | 388,007 | 107,854 | 50,000 | 250,000 | 745,861 |
| 25-29 | L.I.F.E. Boat Landing Enhancements & Upgrades | 091007 | - | - | 125,000 | 546,440 | 546,440 |
| 25-30 | L.I.F.E. Recreational Amenities | 091010 | - | - | - | 550,000 | 550,000 |
| 25-31 | New Parks/Greenways Vehicles and Equipment | 046007 | 822,923 | 254,302 | - | 53,750 | 1,130,975 |
| 25-32 | Okeehoopkee Prairie Park | 043008 | 701,130 | 185,634 | - | - | 886,764 |
| 25-33 | Parks Capital Maintenance | 046001 | 2,393,118 | 2,770,139 | 350,000 | 1,750,000 | 6,913,257 |
| 25-34 | Playground Equipment Replacement | 046006 | 815,756 | 41,556 | 175,000 | 475,000 | 1,332,312 |
| 25-35 | St. Marks Headwaters Greenway | 047001 | 874,069 | 1,076,561 | - | - | 1,950,630 |
| Culture & Recreation Total | | | \$21,930,710 | \$8,811,890 | \$3,210,000 | \$7,985,190 | \$38,727,790 |

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Apalachee Regional Park

| | | | |
|---------------|--|----------------------------|-------------------|
| Dept/Div: | Parks & Recreation | Comp Plan CIE Project: | N/A |
| Project #: | 045001 | Capital Improvement: | N/A |
| Service Type: | Culture & Recreation | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EC1,EC4,Q1 |

Project Description/Justification

This project is for ongoing park improvements associated with creating a positive economic impact for the community and implementing the Master Plan. Improvement activities contemplated for the cross country course area include: water infrastructure, a permanent restroom with the incorporation of solar energy panels, an awards stage, operations building, and pavilion. Other improvements scheduled to occur during FY 2020, FY 2021 and FY 2022 include the relocation of the airfield, construction of the wildlife viewing platforms, construction of trails, and the construction of the signature entrance. Funding in FY 2023 will be used to construct the dog park and as seed money for additional master plan amenities including the nature-based playground and disc golf courses. Funding in FY 2024 will be used to continue to develop a master plan for the park, as well as evaluate additional opportunities for trail expansion and opportunities to create additional dog parks in the unincorporated area.

Tourism Development tax proceeds will be used to help fund the new restroom facility and other amenities at the cross country course in preparation for the 2021 NCAA championship.

Strategic Initiative

- ▽ Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park. (2016-5)
- ▽ Develop a master plan for the Apalachee Regional Park. (2016-24A)
- ▽ Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park. (2016-12)
- ▽ Evaluate Additional trail expansion opportunities. (2016-24D)
- ▽ Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
- ▽ Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|------------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 1,960,907 | 2,338,570 | 211,074 | 193,405 | 0 | 250,000 | 100,000 | 500,000 | 1,043,405 | 5,342,882 |
| 309 Sales Tax - Extension | 839,751 | 0 | 0 | 1,206,595 | 0 | 0 | 0 | 0 | 1,206,595 | 2,046,346 |
| 401 Solid Waste | 493,487 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 493,487 |
| | 3,294,145 | 2,338,570 | 211,074 | 1,400,000 | 0 | 250,000 | 100,000 | 500,000 | 2,250,000 | 7,882,715 |

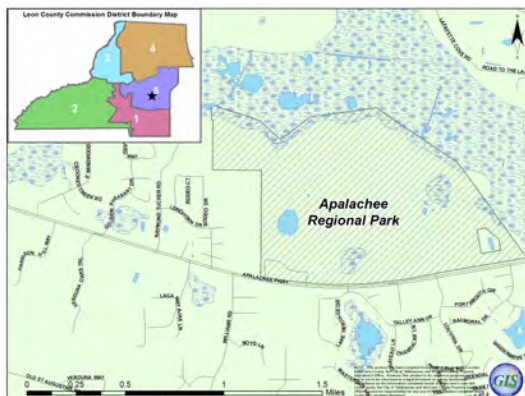
Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.2.1 and 1.2.5

Operating Budget Impact

This project will have some impact on the Parks & Recreation operating budget beginning in FY 2019. Two new park attendant positions were created to support the new park cross country course pavilion and stage area for cross country events including the 2021 NCAA Cross Country tournament. The personnel costs of these new positions were spread out over FY 2019 and FY 2021 with the first position being brought on in August 2019 and the second position being brought on in October 2020. The estimated operating impact to FY 2020 is \$47,746.



Cross Country Event at Apalachee Regional Park

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Boat Landing Improvements and Renovations

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 047002 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: Existing Revised Project | Strategic Initiative: Q1 |

Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and the Ochlocknee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

In February 2017, a Boat Landing Inspection Report was completed for seven of the County's most highly used landings. The report identified specific, significant improvements for Crowder Boat Landing and Williams Landing. Improvements include enhancements to aging infrastructure such as retaining walls, ramps and stormwater conveyances. Additional projects include the systematic replacement of nine fishing piers. This project will also be supplemented with funds from Boating Improvement fees received from the State. Current funding will be used for the Crowder Boat Landing improvements. Out year funding for Williams Landing and additional projects will come from a portion of the 2% share of the Blueprint 2020 Sales Tax LIFE funding.

Strategic Initiative

N/A

Financial Summary

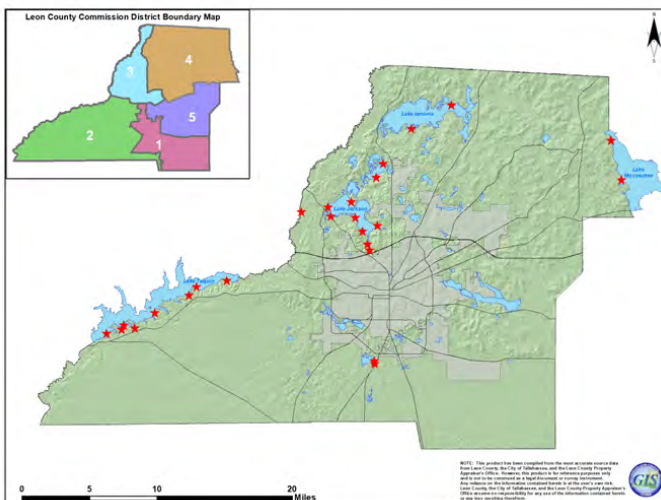
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|-------------------------|----------------------------|-------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------------|
| 305 Capital Improvements | 142,739 | 296,181 | 51,261 | 0 | 0 | 0 | 0 | 0 | 0 | 438,920 |
| | 142,739 | 296,181 | 51,261 | 0 | 0 | 0 | 0 | 0 | 0 | 438,920 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project is for the refurbishment of boat landings that are already maintained in the existing Parks and Recreation operating budget.



Williams Landing

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Chaires Park

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 046014 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: |

Project Description/Justification

The project funds recreational amenities for Daniel B. Chaires Park. Grading and construction of the stormwater facilities for a new Chaires baseball field are being done in house through the Division of Operations and began in early 2018. At the April 23, 2019 budget workshop, the Board considered a budget discussion item regarding the ballfield project. Due to unique access, stormwater, and parking needs of the site, cost estimates came in at \$2 million, leaving an \$800,000 shortfall needed to complete the ballfield project. Subsequently, a community meeting was held on May 22, 2019 to gather feedback regarding improvements to the park and provide recommendations for Board consideration at the June budget workshop. During the June 18, 2019 budget workshop, additional funding was allocated in FY 2020 for the construction of a 60/90 baseball field. In addition, the existing Parks and Recreation budget will be used to resurface the basketball courts and install new basketball court lighting.

Strategic Initiative

N/A

Financial Summary

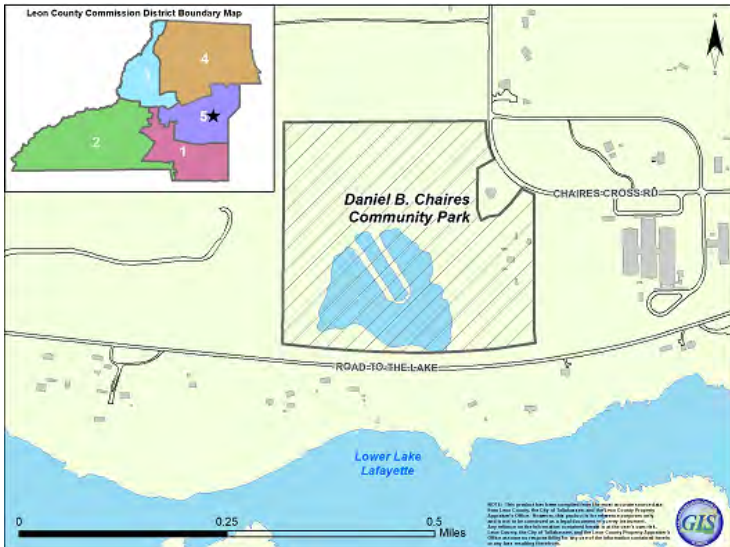
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 1,200,000 | 0 | 0 | 800,000 | 0 | 0 | 0 | 0 | 800,000 | 2,000,000 |
| | 1,200,000 | 0 | 0 | 800,000 | 0 | 0 | 0 | 0 | 800,000 | 2,000,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Increased utility costs for lighting and irrigation; field maintenance costs, such as fertilizer, sand, chalk, etc.; and an increase in contractual services for mowing and turf management, once ballfield is complete.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Dog Parks - Unincorporated Area

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046013** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q1, Q6**

Project Description/Justification

This project is for design and construction of dog parks in the unincorporated area in FY 2019, FY 2020, and FY 2021. Construction is anticipated to begin in late FY 2019, early in FY 2020 for the first two dog parks in the unincorporated areas at Bradfordville Community Center and J. Lee Vause Park. Funding in FY 2020 will be utilized to construct the third off-leash area at Robinson Road Park.

Strategic Initiative

Identify opportunities to create dog parks in the unincorporated area. (2016-24F)

Financial Summary

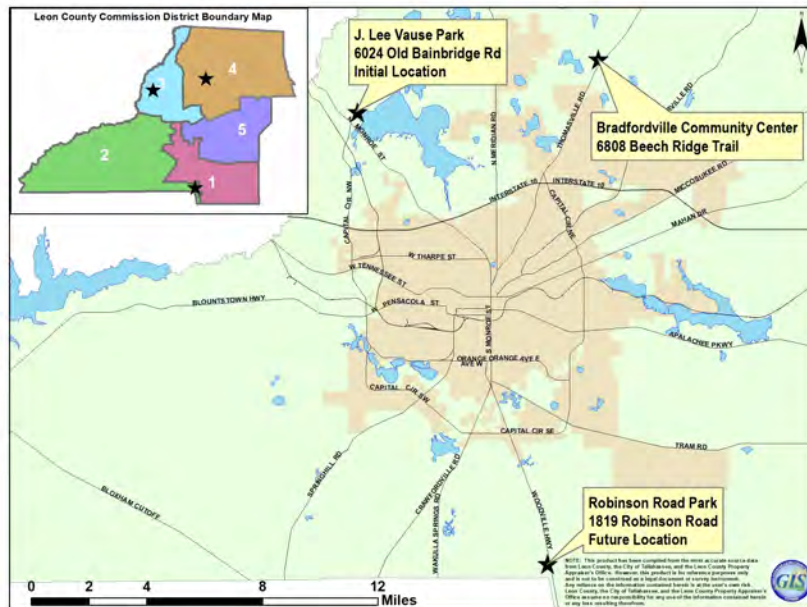
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 0 | 95,000 | 0 | 30,000 | 0 | 0 | 0 | 0 | 30,000 | 125,000 |
| | 0 | 95,000 | 0 | 30,000 | 0 | 0 | 0 | 0 | 30,000 | 125,000 |

Policy/Comprehensive Plan Information

FY 2017 - FY 2021 Strategic Plan
 Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Professional Services for cleaning Robinson Rd Park and the third TBD location beginning in FY21.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fred George Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043007** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for the development of the Fred George Greenway and Park in accordance with amenities and activities outlined in the Land Management Plan. Phases of the park's remaining development will include, the design, permitting, and construction of a second trash trap (located at Keystone Ct.); wetland restoration; the extension of water and sewer lines to the museum; and the construction of boardwalks and two observation decks. Program funding for FY 2021 through FY 2024 will be allocated from Blueprint 2000.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 5,198,732 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,198,732 |
| 305 Capital Improvements | 720,739 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 720,739 |
| 309 Sales Tax - Extension | 3,250,924 | 487,850 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,738,774 |
| | 9,170,395 | 487,850 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9,658,245 |

Policy/Comprehensive Plan Information

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3; 1.2.1 and 1.2.

Fred George Basin Greenway Management Plan (August 2009)

Fred George Basin FCT Grant Agreement #07-102-FF7 (requires what amenities must be constructed on the property)

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Greenways Capital Maintenance

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 046009 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: Existing Revised Project | Strategic Initiative: EN2, Q1 |

Project Description/Justification

This project is for maintenance (mowing, tree trimming, fence repair, invasive plant control, etc.) and small-scale improvement projects (signage, additional benches or picnic tables, tree plantings, etc.) of greenways and green spaces within the County's Parks and Recreation system. This project will address needs that arise within the J.R. Alford and Miccosukee Greenways and the NE Park trails. These properties have to be managed in accordance with separate and distinct Land Management Plans with an exception of the Northeast Park. In addition, renovations and/or improvements identified through the Trail Assessment project may be funded through this CIP project.

Strategic Initiative

N/A

Financial Summary

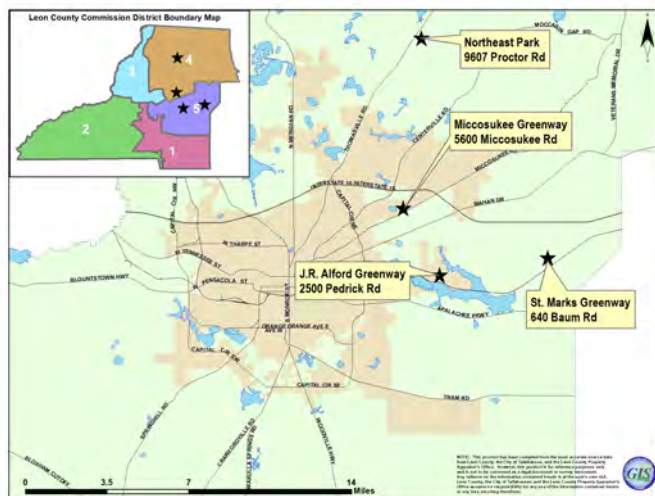
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 100,294 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100,294 |
| 127 Grants - Interest | 1,830 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,830 |
| 305 Capital Improvements | 1,731,785 | 714,444 | 90,797 | 150,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,150,000 | 3,596,229 |
| | 1,833,909 | 714,444 | 90,797 | 150,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,150,000 | 3,698,353 |

Policy/Comprehensive Plan Information

Lease Agreements between Leon County and the DEP for the sublease of lands
 J.R. Alford Greenway Management Plan (December 18, 2013)
 Miccosukee Canopy Road Greenway Management Plan (April 22, 2013)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4

Operating Budget Impact

N/A



J.R. Alford Greenway

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

J. Lee Vause Park Improvements

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

J. Lee Vause Park on Old Bainbridge Rd has become a hub for Parks' operations on the northern side of the County as facilities have grown and expanded. Parks in the Lake Jackson/J. Lee Vause Park vicinity include: Canopy Oaks Park, Jackson View Landing, Jackson View Park, Crowder Landing, Sunset Landing, Fred George Greenway and Park, and Okeeheepkee Park. This project is for the construction of work space and additional storage to ensure the continuation of efficient service delivery. The building will provide a safe location for all equipment and tools protecting them from the elements and securing the tangible investment. It will also provide limited space for staff to perform administrative work or conduct minor maintenance activities. Project permitting began in FY 2018 and construction is anticipated to begin in FY 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 30,551 | 333,799 | 20,726 | 130,000 | 0 | 0 | 0 | 0 | 130,000 | 494,350 |
| 318 Bond Series 1999 | 68,783 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 68,783 |
| | <u>99,334</u> | <u>333,799</u> | <u>20,726</u> | <u>130,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>130,000</u> | <u>563,133</u> |

Policy/Comprehensive Plan Information

Lake Jackson Blueway Plan (adopted March 8, 2016)

Operating Budget Impact

No operating impact with the new operations building.



J. Lee Vause Park

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

J.R. Alford Greenway

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **045004** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

FY 2018 funding was used for a Trails Assessment of the facility. The Trail Assessment final report had two main objectives: (1) suggest trail system improvements to better serve the user groups, improve trail function and experience, and reduce environmental impact and maintenance, and (2) provide a complete signage plan for the property including recommendations for locations of signage and directional scheme. The remaining project funds will be used to implement the assessment plan including improvements for improved signage, and creating marked trails, and single track trails, to supplement existing trails. The bid was awarded in FY 2019 and construction will begin in FY 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 140,185 | 110,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 250,185 |
| 309 Sales Tax - Extension | 25,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25,000 |
| | 165,185 | 110,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 275,185 |

Policy/Comprehensive Plan Information

J.R. Alford Greenway Land Management Plan, Activity 6.1.3; 6.1.4; and 6.6.3 (2013)

Operating Budget Impact

\$3,500 in annual general maintenance and repairs.



J.R. Alford Greenway

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Library Services Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076011** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q2**

Project Description/Justification

This project is for technology improvements for Library Services.

The FY 2020 budget provides for ongoing digital signage at the Main Library and branches and improvements for patron access to public computers.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 388,007 | 107,854 | 0 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 | 745,861 |
| | <u>388,007</u> | <u>107,854</u> | <u>0</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>250,000</u> | <u>745,861</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Main Library Self Checkout

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Boat Landing Enhancements & Upgrades

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 091007 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: Q1 |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlocknee River). \$125,000 is budgeted annually through the Capital Improvement Program for boat landings; improvements are made when adequate funds are accumulated to complete a project. In development of the FY 2018 budget, a Boat Landing Inspection Report was completed for seven of the County's most highly utilized landings. Identified improvements include enhancements to aging infrastructure such as retaining walls, ramp and stormwater conveyance. L.I.F.E. Program funding is programmed in the upcoming years for Williams, Blount, Hall, and Rhoden Cove Landings and the replacement of fishing piers.

Strategic Initiative

N/A

Financial Summary

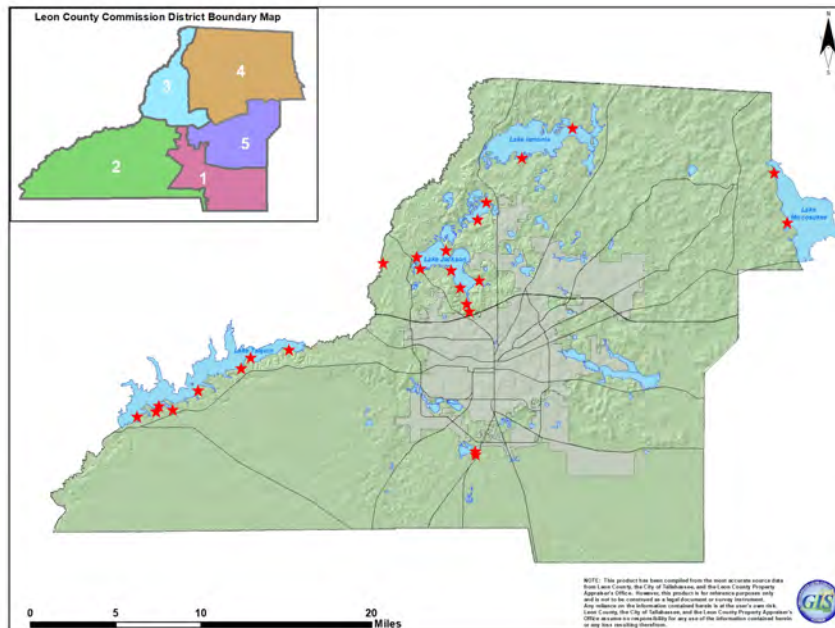
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 352 Sales Tax - Extension 2020 JPA Agreement | 0 | 0 | 0 | 125,000 | 125,000 | 0 | 125,000 | 171,440 | 546,440 | 546,440 |
| | 0 | 0 | 0 | 125,000 | 125,000 | 0 | 125,000 | 171,440 | 546,440 | 546,440 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Recreational Amenities

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 091010 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County provides over 3,800 acres of park space and greenways, playgrounds, trails, boardwalks, baseball fields, multi-purpose fields, concession stands, etc. L.I.F.E. funding is dedicated to assist in paying for updates and improvements for these different amenities. While the County's current five year CIP provides funding for planned improvements, once a park is operational and being actively used, minor enhancements are identified often through citizen input (for example, the provision of additional grills, shade for a particular area or an additional shelter). Additionally, over time, concession stand and restroom expansions are often needed to accommodate growth in usage.

Initial funding in this category is recommended to fund the replacement and upgrade of the J. Vause Park Boardwalk, including enhancements to provide greater access to persons of all mobility levels. Given the age and condition, the existing boardwalk has been closed due to safety concerns.

Strategic Initiative

N/A

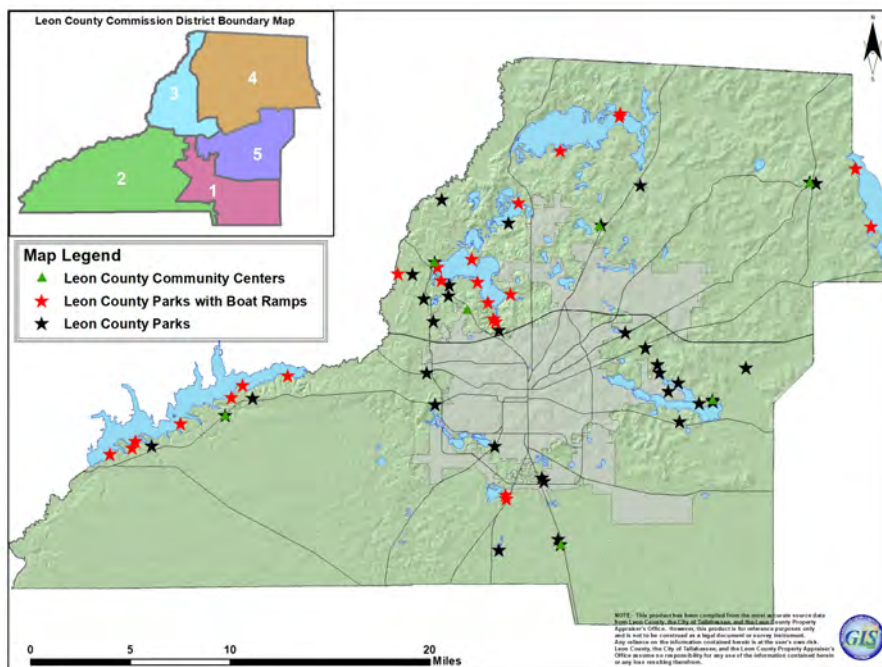
| <u>Financial Summary</u> | Life To Date | Adjusted Budget | Year To Date | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | 5 Year | Total |
|--|--------------|-----------------|--------------|---------|---------|---------|---------|---------|---------|--------------|
| Funding Source | FY 2018 | FY 2019 | FY 2019 | Budget | Planned | Planned | Planned | Planned | Total | Project Cost |
| 352 Sales Tax - Extension 2020 JPA Agreement | 0 | 0 | 0 | 0 | 200,000 | 350,000 | 0 | 0 | 550,000 | 550,000 |
| | 0 | 0 | 0 | 0 | 200,000 | 350,000 | 0 | 0 | 550,000 | 550,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

New Parks/Greenways Vehicles and Equipment

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **046007** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for new vehicles and equipment for the parks and greenways. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. The Parks and Greenways program has grown dramatically in recent years. In the past five years, the County has acquired a total of 1,491 acres. Recent facilities that have been brought online include Robinson Road, Broadmoor Pond, Orchard Pond Trail, St. Marks Greenway, and NE Park trails. In the coming year, construction of new facilities at Apalachee Regional Park will begin, the Coe Landing acquisition will be open to the public and new single track trails at Alford Greenway will be constructed.

The FY 2021 budget tentatively funds a truck and trailer for another position tentatively scheduled to come on-line as new amenities are constructed subsequent to the closure of the landfill.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 822,923 | 254,302 | 81,681 | 0 | 53,750 | 0 | 0 | 0 | 53,750 | 1,130,975 |
| | <u>822,923</u> | <u>254,302</u> | <u>81,681</u> | <u>0</u> | <u>53,750</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>53,750</u> | <u>1,130,975</u> |

Policy/Comprehensive Plan Information

Park & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3
 State of Florida Division of Forestry "Best Management Practices"

Operating Budget Impact

The following operating impacts will be added to the Parks & Recreation operating budget in FY 2020:

Vehicle Coverage: \$1,326

Vehicle Repair and Preventative Maintenance: \$2,112

Fuel and Oil: \$9,395



Greenways Vehicles and Equipment

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Okeeheepkee Prairie Park

| | |
|---|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 043008 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: Existing Revised Project | Strategic Initiative: EN2, Q1 |

Project Description/Justification

This project is for the construction of recreational facilities (a nature-based playground) in the Okeeheepkee Prairie Park in accordance with the Land Management Plan. Concept plans are in progress and the nature-based playground is being built with the remaining funds in the budget. Additionally, as directed by the Board, the park will be renamed and dedicated to former County Administrator Parwez "P.A." Alam and new play components are being added that specifically appeal to developmentally delayed children.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 174,998 | 185,634 | 9,905 | 0 | 0 | 0 | 0 | 0 | 0 | 360,632 |
| 318 Bond Series 1999 | 526,132 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 526,132 |
| | 701,130 | 185,634 | 9,905 | 0 | 0 | 0 | 0 | 0 | 0 | 886,764 |

Policy/Comprehensive Plan Information

Okeeheepkee Prairie Land Management Plan (March 1999)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4 and Objective 1.2

Operating Budget Impact

Phase II construction of a playground would have minimal to no additional operating costs.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Parks Capital Maintenance

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project includes \$325,000 per year for the maintenance and replacement of equipment at all countywide parks including, but not limited to fencing, safety corrections on equipment, paving and parking lot improvements, facility signs, maintenance, irrigation, turf management, as well as tennis and basketball court maintenance. An additional \$25,000 has been added over the next five-years to fund renovations to Coe Landing restrooms, construction for the Coe Landing expansion acquisition, and full implementation of the strategic initiative for kiosks installation.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 3,593,118 | 2,770,139 | 453,223 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 1,750,000 | 8,113,257 |
| | <u>3,593,118</u> | <u>2,770,139</u> | <u>453,223</u> | <u>350,000</u> | <u>350,000</u> | <u>350,000</u> | <u>350,000</u> | <u>350,000</u> | <u>1,750,000</u> | <u>8,113,257</u> |

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Operating impacts will include increased lighting at the basketball court as well as an increase in contractual services for mowing services at the Coe Landing expansion acquisition.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Playground Equipment Replacement

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046006** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q1**

Project Description/Justification

This project is for the replacement of playground equipment within the Leon County Parks and Recreation program. In addition, this project will also establish new play areas within the parks system. Playground equipment generally has a life span of 15 years unless safety regulations change or unexpected damage occurs. This replacement program will include the purchase and installation of a rubber safety surface under the equipment. All playground equipment in county parks is inspected several times a year by licensed playground inspectors to ensure safety requirements are being met.

Playground equipment replacement schedule:

FY 2020 - Pedrick Pond Park (new)
 FY 2020 - Tower Road safety surface
 FY 2022 - Stoneler Park (replacement)
 FY 2024 - J Lee Vause (replacement)

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 815,756 | 41,556 | 1,530 | 175,000 | 0 | 150,000 | 0 | 150,000 | 475,000 | 1,332,312 |
| | <u>815,756</u> | <u>41,556</u> | <u>1,530</u> | <u>175,000</u> | <u>0</u> | <u>150,000</u> | <u>0</u> | <u>150,000</u> | <u>475,000</u> | <u>1,332,312</u> |

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

N/A



Playground Equipment located at Fort Braden Park

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

St. Marks Headwaters Greenway

| | |
|--|---------------------------------------|
| Dept/Div: Parks & Recreation | Comp Plan CIE Project: N/A |
| Project #: 047001 | Capital Improvement: N/A |
| Service Type: Culture & Recreation | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: EN2, Q1 |

Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, viewing areas, playground, and shelters to comply with the State Management Plan and Florida Communities Trust grant requirements.

Phase I, the trail head on Baum Road and about three miles of trail opened in January 2018. Phase II consists of a larger trail head on Buck Lake Rd, three spans of boardwalk with observation platforms, a permanent restroom facility, a nature-based playground, and trails. Funding for Phase II will be provided through Blueprint.

Phase I - Construction completed January 2018
 Phase II - Design initiated February 2018, construction anticipated in FY 2020.

Strategic Initiative

N/A

Financial Summary

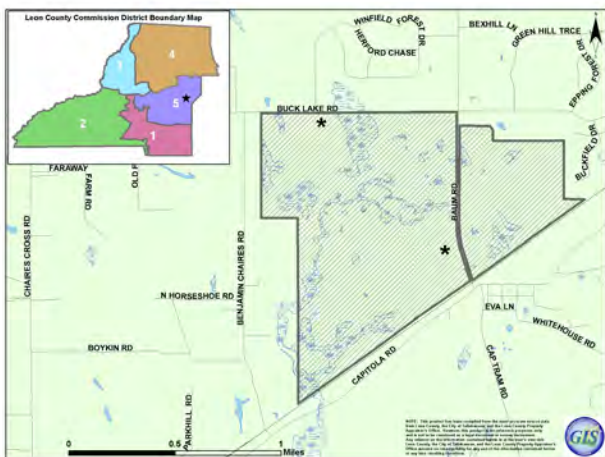
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 514,972 | 995,983 | 52,824 | 0 | 0 | 0 | 0 | 0 | 0 | 1,510,955 |
| 305 Capital Improvements | 309,097 | 80,578 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 389,675 |
| 309 Sales Tax - Extension | 50,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 50,000 |
| | 874,069 | 1,076,561 | 52,824 | 0 | 0 | 0 | 0 | 0 | 0 | 1,950,630 |

Policy/Comprehensive Plan Information

St. Marks Headwaters Greenway Management Plan approved by the Florida Communities Trust.
 Florida Communities Trust Grant Agreements: #01-152-FF1 (St. Marks - Booth I), #05-011-FF5 (St. Marks - Booth II), #04-067-FF4 (St. Marks - Copeland Sink)
 Parks and Recreation Element of the Comp Plan Policy 1.1.3, 1.1.4.

Operating Budget Impact

Operating expenses for the St. Marks Headwaters Greenway are budgeted within the operating budget of the Parks and Recreation division.



St. Marks Greenway

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

General Government

Overview

The General Government section contains capital improvement projects designed to facilitate the provision of services by the legislative and administrative branches of Leon County government. Major General Government capital projects funded in FY 2020 include Building Infrastructure and Improvements, County Compute Infrastructure, Solar Array Installation, Leon County Government Annex, General Vehicles and Equipment Replacements, and the Livable Infrastructure for Everyone (L.I.F.E.) Miccosukee Sense of Place project.

Funding Sources

Chart 25.5 illustrates that 90% (\$4,833,333) of the FY 2020 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funding 5% (\$250,000) of the General Government budget for improvements of that facility. The Sales Tax Extension Fund (Fund 352) will fund 5% (\$255,580) for L.I.F.E. Miccosukee Sense of Place.

Chart 25.5
FY 2020 General Government Projects
by Funding Source

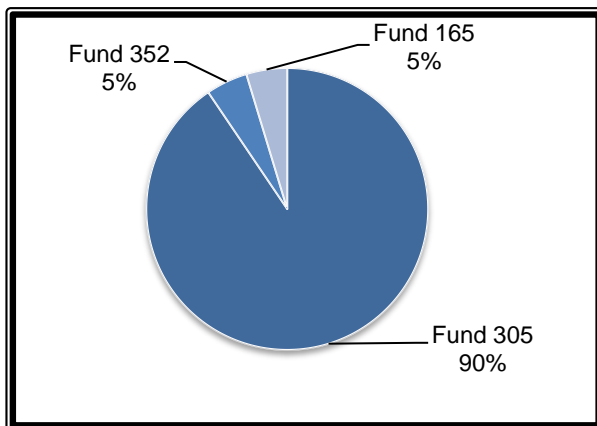
**Managing Divisions**

Table 25.9 shows Facilities Management will manage eleven projects or 38%, while Management Information Services will manage ten projects, or 35% of the General Government capital improvement projects for FY 2020. Engineering Services, Fleet Management, and various other divisions will manage the remaining 27% of the FY 2020 General Government projects.

Table 25.9
FY 2020 General Government Projects
by Managing Division

| Managing Division | # of Projects | FY 2020 Budget |
|--------------------------------|---------------|--------------------|
| Facilities Management | 11 | \$3,578,283 |
| Management Information Systems | 10 | \$1,147,050 |
| Engineering Services | 4 | \$315,580 |
| Fleet Management | 3 | \$298,000 |
| Miscellaneous* | 1 | \$0 |
| Total | 29 | \$5,338,913 |

*Supervisor of Elections Voting Equipment

Operating Budget Impacts

Table 25.10 shows the estimated impacts that some General Government projects have on the operating budget. Impacts are shown in the fiscal year that they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.10 General Government Operating Budget Impacts

| Project | Project # | FY 2020 Estimate | FY 2021 Estimate | FY 2022 Estimate | FY 2023 Estimate | FY 2024 Estimate |
|---|-----------|------------------|------------------|------------------|------------------|------------------|
| Building Roofing Repairs and Replacements | 086076 | \$500 | \$500 | \$500 | \$500 | \$500 |
| Mobile Devices | 076042 | \$21,600 | \$32,400 | \$43,200 | \$54,000 | \$64,800 |
| Serenity Cemetery Expansion | 091002 | \$500 | \$800 | \$500 | \$500 | \$500 |
| Total | | \$22,600 | \$33,700 | \$44,200 | \$55,000 | \$65,800 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

General Government Index

| Page | Project | # | FY 2018 Life to Date | FY 2019 Adj Bud | FY 2020 Budget | FY20-FY24 Total | Project Total |
|---------------------------------|--|--------|-------------------------|---------------------|--------------------|---------------------|---------------------|
| 25-38 | Architectural & Engineering Services | 086011 | 526,269 | 60,000 | 60,000 | 300,000 | 886,269 |
| 25-39 | Building General Maintenance and Renovations | 086079 | 138,354 | 1,664,429 | 410,118 | 925,118 | 2,727,901 |
| 25-40 | Building Infrastructure and Improvements | 086078 | 557,739 | 2,263,301 | 544,425 | 4,473,325 | 7,294,365 |
| 25-41 | Building Mechanical Repairs and Improvements | 086077 | 482,782 | 1,940,476 | 935,334 | 2,607,334 | 5,030,592 |
| 25-42 | Building Roofing Repairs and Replacements | 086076 | 38,050 | 352,690 | 889,827 | 3,339,827 | 3,730,567 |
| 25-43 | Common Area Furnishings | 086017 | 464,621 | 30,000 | 30,000 | 150,000 | 644,621 |
| 25-44 | County Compute Infrastructure | 076008 | 4,071,097 | 666,526 | 550,000 | 2,750,000 | 7,487,623 |
| 25-45 | Courthouse Renovations | 086027 | 9,180,053 | 953,638 | 373,579 | 533,579 | 10,667,270 |
| 25-46 | Courthouse Security | 086016 | 439,361 | 35,000 | 35,000 | 150,000 | 624,361 |
| 25-47 | Courtroom Minor Renovations | 086007 | 721,140 | 99,187 | 60,000 | 300,000 | 1,120,327 |
| 25-48 | Courtroom Technology | 076023 | 1,246,278 | 461,850 | - | 535,280 | 2,243,408 |
| 25-49 | E-Filing System for Court Documents | 076063 | 22,972 | 247,333 | - | 250,000 | 520,305 |
| 25-50 | Financial Hardware and Software | 076001 | 585,579 | 160,828 | 25,000 | 125,000 | 871,407 |
| 25-51 | Fleet Management Shop Equipment | 026010 | 275,430 | 25,000 | - | 65,000 | 365,430 |
| 25-52 | General Vehicle & Equipment Replacement | 026003 | 5,160,039 | 255,236 | 246,000 | 2,308,000 | 7,723,275 |
| 25-53 | Lake Jackson Town Center | 083002 | 681,022 | 192,799 | - | - | 873,821 |
| 25-54 | Leon County Government Annex | 086025 | 25,846,682 | 612,003 | 250,000 | 1,710,000 | 28,168,685 |
| 25-55 | L.I.F.E. Miccosukee Sense of Place | 091004 | - | - | 255,580 | 829,720 | 829,720 |
| 25-56 | Mobile Devices | 076042 | 631,871 | 31,427 | 25,000 | 125,000 | 788,298 |
| 25-57 | New General Vehicle & Equipment | 026018 | 200,195 | - | 52,000 | 52,000 | 252,195 |
| 25-58 | Public Defender Technology | 076051 | 523,938 | 75,712 | 50,000 | 250,000 | 849,650 |
| 25-59 | Records Management | 076061 | 295,700 | 247,333 | - | - | 543,033 |
| 25-60 | Serenity Cemetery Expansion | 091002 | - | - | - | 100,000 | 100,000 |
| 25-61 | Solar Arrays on County Buildings | 086081 | - | - | 50,000 | 250,000 | 250,000 |
| 25-62 | State Attorney Technology | 076047 | 425,467 | 110,900 | 110,900 | 554,500 | 1,090,867 |
| 25-63 | Supervisor of Elections Technology | 076005 | 531,450 | 77,670 | 86,150 | 286,150 | 895,270 |
| 25-64 | Tourist Development Building | 086065 | 179,113 | 2,177,500 | - | - | 2,356,613 |
| 25-65 | User Computer Upgrades | 076024 | 4,666,707 | 300,000 | 300,000 | 1,500,000 | 6,466,707 |
| 25-66 | Voting Equipment Replacement | 096028 | 90,268 | 41,732 | - | 50,000 | 182,000 |
| General Government Total | | | \$57,982,177 | \$12,835,237 | \$5,338,913 | \$24,519,833 | \$95,337,247 |

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Architectural & Engineering Services

Dept/Div: **Engineering Services**
 Project #: **086011**
 Service Type: **General Government**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2,G5**

Project Description/Justification

This project is for architectural and engineering services that occur routinely throughout the year and are necessary to insure the safety and consistency of operations in County buildings. Routine operating maintenance of County buildings occasionally involves the discovery of structural deterioration and mechanical or electrical failures that warrant an immediate investigative action and proposed course to solution from an architect or engineer.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 526,269 | 60,000 | 4,856 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 300,000 | 886,269 |
| | <u>526,269</u> | <u>60,000</u> | <u>4,856</u> | <u>60,000</u> | <u>60,000</u> | <u>60,000</u> | <u>60,000</u> | <u>60,000</u> | <u>300,000</u> | <u>886,269</u> |

Policy/Comprehensive Plan Information

Florida Statutes 479, 480, 481 and 489 - compliance with licensing requirements for certain classes of planning and design activity.

Operating Budget Impact

N/A



Architectural & Engineering Services- Electrical Panels

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building General Maintenance and Renovations

| | |
|---|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 086079 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: G2 |

Project Description/Justification

This project includes general maintenance and renovation projects such as the following: (1) Replacement of the Courthouse main entrance door on Calhoun Street; (2) Landscaping plant renewal; (3) Replacement of the tile at the main library; (4) Roberts and Stevens Health Clinic enhancements; (5) Parking Lot/garage repairs and striping, parking lot gates and ticket readers; and (6) Cooperative Extension Agriculture (Co-Op) Center Building Renovations. General Maintenance and Renovations will proactively mitigate any potential deterioration; (7) Replacement of sliding doors at various buildings.

FY 2020: \$410,118 - Cooperative Extension Agriculture building renovations; Main Library first floor tile; Roberts & Stevens clinic doors; Courthouse door (Calhoun St.) replacement; Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Amtrak and Domi brick and mortar repairs; replacement of sliding doors at various buildings.

FY 2021: \$220,000 - Landscaping including renewal of general planting; Main library 1st floor tile; Parking Lot/garage repairs and striping, parking lot gates and ticket readers, parking lot gates and ticket readers; Amtrak and Domi brick and mortar repairs.

FY 2022: \$130,000 - Replacement of sliding doors at various buildings; Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Exterior painting at the Main Health Dept bldg.

FY 2023: \$95,000 - Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Landscaping including renewal of general planting; Exterior painting at the Main Health Dept bldg.

FY 2024: \$70,000 - Replacement of sliding doors at various buildings; Parking Lot/garage repairs and striping, parking lot gates and ticket readers.

Strategic Initiative

N/A

Financial Summary

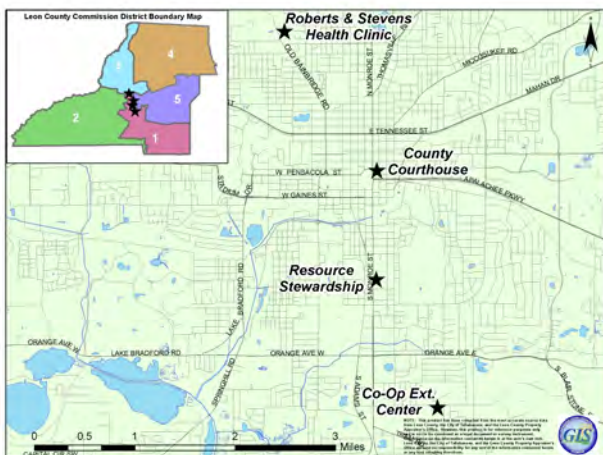
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 138,354 | 1,664,429 | 145,918 | 410,118 | 220,000 | 130,000 | 95,000 | 70,000 | 925,118 | 2,727,901 |
| | <u>138,354</u> | <u>1,664,429</u> | <u>145,918</u> | <u>410,118</u> | <u>220,000</u> | <u>130,000</u> | <u>95,000</u> | <u>70,000</u> | <u>925,118</u> | <u>2,727,901</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building General Maintenance

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Infrastructure and Improvements

| | |
|---|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 086078 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: G2 |

Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of the following: (1) Pre-fab restroom (Lake Munson & Alford Greenway); (2) Tharpe Street renovation and sprinkler system; (3) Courthouse exterior maintenance; (4) Courthouse ADA restrooms; (5) Library security gates (main library and northeast branch); and (6) Miccosukee/Concord Community Center enhancements; (7) MIS office remodel (moved from mechanical to infrastructure and improvements); (8) Renaissance Building multiple improvement projects; (9) Design and renovation of Urinalysis/Drug Building. The Courthouse exterior panels project is a large long term project. Funding is programmed to be accumulated over future fiscal years to complete the project all at once.

FY 2020: \$544,425 - Tharpe Street renovation and sprinkler system; Ticker gates at NE Branch Library ; NE Branch Library envelope - side door; Courthouse panel testing; phase panel replacement horizontal and column; Courthouse exterior softwash & clear sealant; Renaissance Building multiple improvement projects.

FY 2021: \$1,502,747 - Courthouse exterior panels, ; MIS office remodel project; Design phase for pre-fab restrooms J.R. Alford Arm Greenway; Pre-fab restroom Lake Munson; Design of Urinalysis/Drug building; Renaissance Building multiple improvement projects; Tharpe Street renovation and sprinkler system; Courthouse ADA restrooms.

FY 2022: \$865,934 - Courthouse exterior panels, ; Final phase for pre-fab restrooms J.R. Alford Arm Greenway; Renaissance Building multiple improvement projects; and renovation of Urinalysis/Drug Building.

FY 2023: \$915,934 – Courthouse ADA restrooms; Courthouse exterior panels; Renaissance Building multiple improvement projects; renovation of Urinalysis/Drug Building

FY 2024: \$644,285 - Replacement of exterior siding at Fort Braden Community Center; Courthouse exterior panels; Completion of Urinalysis/Drug building; Renaissance Building multiple improvement projects.

Strategic Initiative

N/A

Financial Summary

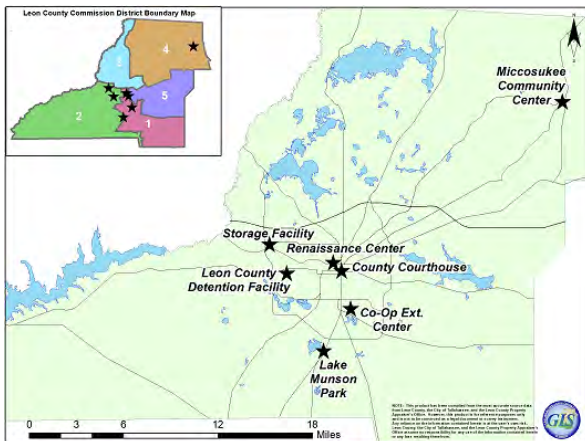
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--|----------------------|-------------------------|----------------------|----------------|------------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 550,701 | 2,263,301 | 319,078 | 544,425 | 1,502,747 | 865,934 | 915,934 | 644,285 | 4,473,325 | 7,287,327 |
| 311 Bond Series 2003A & 2003B Construction | 7,038 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,038 |
| | 557,739 | 2,263,301 | 319,078 | 544,425 | 1,502,747 | 865,934 | 915,934 | 644,285 | 4,473,325 | 7,294,365 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Infrastructure and Improvements

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Mechanical Repairs and Improvements

| | |
|---|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 086077 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: G2 |

Project Description/Justification

This project includes all Mechanical Related Repairs and Improvements including the following: (1) Courthouse switchgears; (2) Unanticipated direct expansion (DX) units; (3) Courthouse variable air volume (VAV) boxes; (4) Traffic Court elevator; (5) Main Library variable air volume (VAV); (6) Main Library outdoor elevator; (7) Main Library freight elevator (Funding will be accumulated in FY 2022 and FY 2023 for installation in FY 2024); (8) Public Works elevator; (9) HVAC deep cleaning; (10) Public Works pump 2.

FY 2020: \$935,334 - Courthouse switchgear; Courthouse VAV boxes; Main Library VAV boxes; Public Works pump2; Unanticipated DX units; HVAC deep cleaning; Main Library outdoor elevator.

FY 2021: \$271,000 - Courthouse VAV boxes; Public Works VAV boxes and controls; Unanticipated DX units; HVAC deep cleaning; Main Library VAV boxes.

FY 2022: \$371,000 - Courthouse VAV boxes; Main Library VAV boxes; Main Library freight elevator; Unanticipated DX units; Public Works VAV boxes and controls; HVAC Deep cleaning.

FY 2023: \$549,000 - Courthouse VAV boxes; Main Library VAV boxes; Main Library freight elevator; Cooperative Extension Agriculture Center gas pac; Main Library generator; Public Works elevator; Unanticipated DX units; Traffic Court elevator refresh; HVAC Deep cleaning.

FY 2024: \$481,000 - Courthouse VAV boxes; Traffic Court elevator ; Main Library VAV boxes; Main Library freight elevator; Main Library generator; Public Works elevator; Unanticipated DX units; HVAC deep cleaning.

Strategic Initiative

N/A

Financial Summary

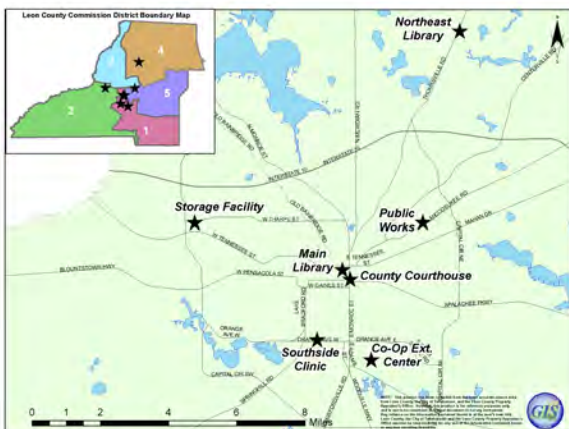
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 482,782 | 1,940,476 | 1,092,255 | 935,334 | 271,000 | 371,000 | 549,000 | 481,000 | 2,607,334 | 5,030,592 |
| | 482,782 | 1,940,476 | 1,092,255 | 935,334 | 271,000 | 371,000 | 549,000 | 481,000 | 2,607,334 | 5,030,592 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Roofing Repairs and Replacements

| | | | |
|---------------|------------------------------|----------------------------|------------|
| Dept/Div: | Facilities Management | Comp Plan CIE Project: | N/A |
| Project #: | 086076 | Capital Improvement: | N/A |
| Service Type: | General Government | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | G2 |

Project Description/Justification

Roofing repairs and replacements mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for the County consisting of the following: (1) Cooperative Extension Agriculture (Co-op) Center; (2) Southside Health Department roof; (3) Courthouse main roof; (4) Medical Examiner roof replacement (5) Tharpe street warehouse; (6) Public Works roof replacement; (7) Unanticipated roof repairs at various buildings (8) Fort Braden Community Center roof replacement, (9) Eastside Branch Library roof repair and (10) Main Library flat roof. The Main library flat roof project is a large project and funding will be accumulated over consecutive fiscal years to complete the project at one time.

FY 2020: \$889,827 - Courthouse main roof; Main Library flat roof replacement; Tharpe street warehouse design; Cooperative Extension Agriculture Center design; Medical Examiner roof replacement; Unanticipated roof repairs various buildings; Eastside Branch Library roof repairs.

FY 2021: \$650,000 - Public Works roof replacement design; Tharpe street warehouse roof & gutters; Southside Health Department roof; Main Library flat roof replacement; Coop. Extension Agriculture Center.

FY 2022: \$900,000 - Public Works roof replacement; Tharpe street warehouse roof & gutters; Southside Health Department roof; Main Library flat roof replacement; Coop. Extension Agriculture Center; Unanticipated roof repairs at various buildings.

FY 2023: \$575,000 - Public Works roof replacement; Courthouse main roof; Southside Health Department roof.

FY 2024: \$325,000 - Courthouse main roof; Fort Braden Community Center roof; and Unanticipated roof repairs at various buildings.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 38,050 | 352,690 | 133,605 | 889,827 | 650,000 | 900,000 | 575,000 | 325,000 | 3,339,827 | 3,730,567 |
| | <u>38,050</u> | <u>352,690</u> | <u>133,605</u> | <u>889,827</u> | <u>650,000</u> | <u>900,000</u> | <u>575,000</u> | <u>325,000</u> | <u>3,339,827</u> | <u>3,730,567</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project contemplates a \$500 annual operating impact for repairs and maintenance associated with inspecting and maintaining roofs after major repairs or replacements.



Building Roofing Repairs and Replacement

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Common Area Furnishings

Dept/Div: **Facilities Management**
 Project #: **086017**
 Service Type: **General Government**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2, G5**

Project Description/Justification

This project is for the renewal and replacement of common area furnishings at all major County buildings, which includes but will not be limited to freestanding and modular components with coordinating tables.

Strategic Initiative

N/A

Financial Summary

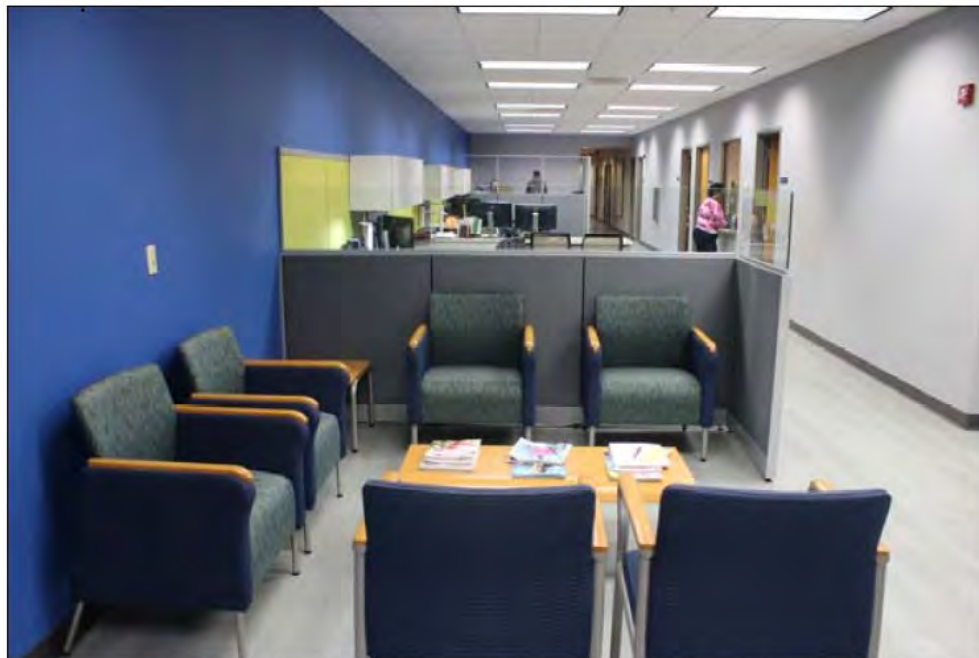
| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 464,621 | 30,000 | 15,287 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 150,000 | 644,621 |
| | <u>464,621</u> | <u>30,000</u> | <u>15,287</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>30,000</u> | <u>150,000</u> | <u>644,621</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Common Area Furnishings at the renovated Department of Development Support & Environmental Management (DSEM) lobby

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

County Compute Infrastructure

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076008** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the support of the County's technology infrastructure. This includes the following components:

Compute Environment: Dell lease for file servers and storage and backup infrastructure - Lease payment and additional equipment for growth. - \$300,000. FY 2020 will be year three of a five year lease.

Digital Phone System: Upgrade phones/infrastructure for the 15-year old Avaya enterprise phone system supporting Leon County Government and Constitutionals and voicemail system. This will be a three year lease. - \$100,000

Network Infrastructure: Continual maintenance and upgrading of the network connectivity of County offices to provide uninterrupted service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. This includes the maintenance of new firewalls with enhanced security features. - \$100,000

Security: Security audit and managed services for security breaches and remediation will provide a proactive and comprehensive plan to defend against and respond to cyber threats - \$50,000 is an annually expense.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 4,071,097 | 666,526 | 507,450 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 2,750,000 | 7,487,623 |
| | <u>4,071,097</u> | <u>666,526</u> | <u>507,450</u> | <u>550,000</u> | <u>550,000</u> | <u>550,000</u> | <u>550,000</u> | <u>550,000</u> | <u>2,750,000</u> | <u>7,487,623</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courthouse Renovations

| | |
|--|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 086027 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: G2 |

Project Description/Justification

This project funds renovations in the Leon County Courthouse building. In addition, this project is for renovations to the former Office of Intervention & Detention Alternatives space to accommodate additional space and personnel needs for the State Attorney's Office. Projects include carpet/paint refresh to the Public Defender's area and renovations to Clerk's space for designated Citizen's Lo Bono Self-Help Center.

Strategic Initiative

N/A

Financial Summary

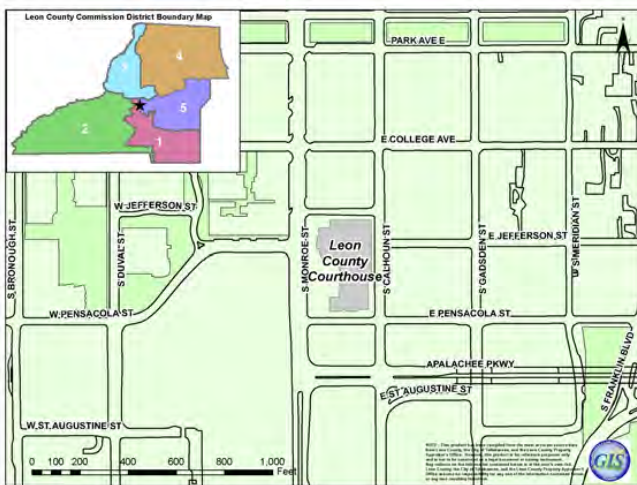
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 2,270,484 | 953,638 | 51,663 | 373,579 | 40,000 | 40,000 | 40,000 | 40,000 | 533,579 | 3,757,701 |
| 311 Bond Series 2003 A&B | 436,166 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 436,166 |
| 318 Bond Series 1999 | 50,308 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 50,308 |
| 320 Bond Series 2005 | 6,402,710 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6,402,710 |
| 321 ESCO Capital Projects | 20,385 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20,385 |
| | 9,180,053 | 953,638 | 51,663 | 373,579 | 40,000 | 40,000 | 40,000 | 40,000 | 533,579 | 10,667,270 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Courthouse

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courthouse Security

Dept/Div: **Facilities Management**
 Project #: **086016**
 Service Type: **General Government**
 Status: **Existing Project - Carryforward**
 Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q3**

Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse. The anticipated life expectancy of the equipment varies as some pieces have been replaced sporadically, and others are starting to show signs of wear and tear, such as images burned into monitors and camera displaying unclear pictures. This project also includes the addition of any new equipment, such as cameras, panic buttons, and DVRs.

FY 2020 and FY 2021: This project will update and replace an x-ray machine at the Calhoun entrance at the Courthouse. In FY 2021, funding is included for the purchase of a new mobile x-ray machine. This unit will also serve as a backup unit.

FY 2023: Funding is included for the replacement of the x-ray machine located at the Traffic Court Building.

Strategic Initiative

N/A

Financial Summary

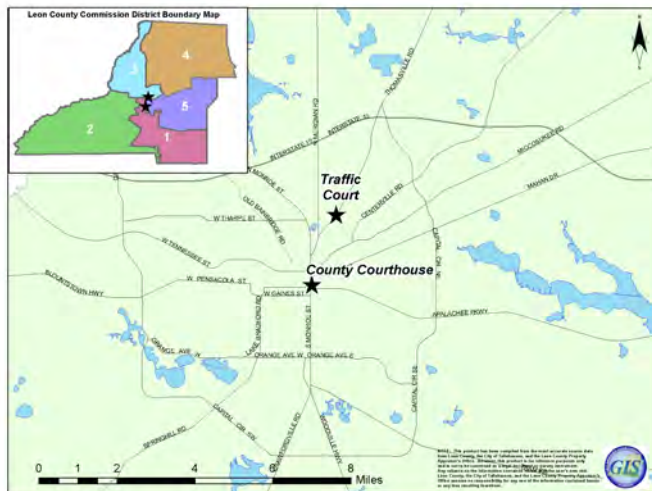
| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|-----------------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 110 Fine and Forfeiture | 17,144 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 17,144 |
| 305 Capital Improvements | 104,728 | 35,000 | 34,870 | 35,000 | 40,000 | 20,000 | 35,000 | 20,000 | 150,000 | 289,728 |
| 318 Bond Series 1999 Construction | 317,489 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 317,489 |
| | 439,361 | 35,000 | 34,870 | 35,000 | 40,000 | 20,000 | 35,000 | 20,000 | 150,000 | 624,361 |

Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of security of facilities for the circuit and county courts, public defenders' offices, state attorneys' offices, guardian ad litem offices, and the offices of the clerks of the circuit and county courts performing court-related functions.

Operating Budget Impact

N/A



Courthouse Security Training

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courtroom Minor Renovations

| | |
|--|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 086007 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: G2, G5 |

Project Description/Justification

This project is a five year plan for items such as: bench replacements, cosmetic upgrades, re-upholstering jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms.

Project Schedule:

FY 2020 thru FY 2024: This budget is for various courtroom furnishings, paint, carpet, and jury chairs. The project also includes other minor renovations, such as redesign of Courtroom 2D and 1st Appearance.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 721,140 | 99,187 | 23,545 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 300,000 | 1,120,327 |
| | 721,140 | 99,187 | 23,545 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 300,000 | 1,120,327 |

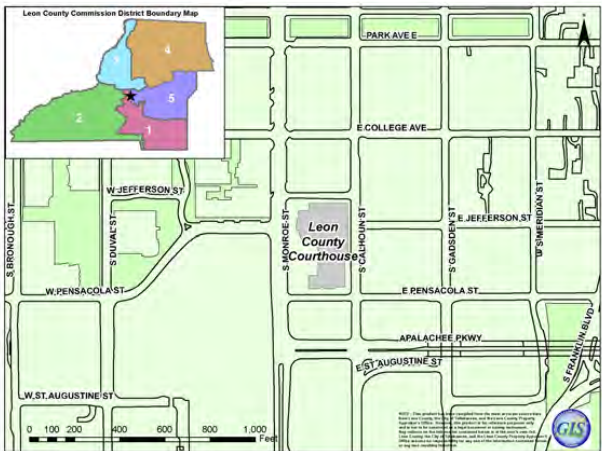
Policy/Comprehensive Plan Information

Florida Statutes, Chapter 29.08. County funding of court-related functions. Counties are required by s. 14, Article V of the State Constitution to fund facility, maintenance, and equipment & furnishings costs.

Article V (HB 113A of the 2003 legislation and SB 2960 of the 2004 session) - designation of courtroom space as a County responsibility.

Operating Budget Impact

N/A



Courtroom Minor Renovations

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courtroom Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076023** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for courtrooms such as: sound system replacements, computers, and other technology needs of the Judiciary and Court Administration. The FY 2020 and the out year budgets (FY 2021 - FY 2024) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms. Also included are copier costs that Counties are required to cover under Article V state court funding requirements.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 1,126,296 | 461,850 | 120,072 | 0 | 133,820 | 133,820 | 133,820 | 133,820 | 535,280 | 2,123,426 |
| 318 Bond Series 1999 | 119,982 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 119,982 |
| | <u>1,246,278</u> | <u>461,850</u> | <u>120,072</u> | <u>0</u> | <u>133,820</u> | <u>133,820</u> | <u>133,820</u> | <u>133,820</u> | <u>535,280</u> | <u>2,243,408</u> |

Policy/Comprehensive Plan Information

Florida Statute 29.008 - designates courtroom space and associated technology as a county responsibility

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

E-Filing System for Court Documents

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076063** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G1**

Project Description/Justification

This project is for the electronic filing (e-filing) system for Court Administration, State Attorney, and Public Defender. According to legislative mandate, each office is to develop and implement a process by which the e-filing of court documents can be administered. Research is underway to use the 8th Circuit's judge case management system (ICMS) as a replacement to aiSmartbench. FY 2019 funds are anticipated to be carried forward into FY 2020 to pilot this new system and to develop an interface of ICMS to the Justice Information System (JIS). Additional funding is provided for FY 2021 and FY 2022 to continue with planned systematic software updates.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 22,972 | 247,333 | 0 | 0 | 125,000 | 125,000 | 0 | 0 | 250,000 | 520,305 |
| | <u>22,972</u> | <u>247,333</u> | <u>0</u> | <u>0</u> | <u>125,000</u> | <u>125,000</u> | <u>0</u> | <u>0</u> | <u>250,000</u> | <u>520,305</u> |

Policy/Comprehensive Plan Information

During the 2011 Legislative Session, the House and Senate passed SB170 which requires the State Attorney and Public Defender to electronically file court documents with the Clerk of Court. Article V of the Florida Constitution requires counties to fund technology needs for the State Attorney, Public Defender, and offices of the Clerk of the Circuit and County Courts performing court-related functions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Financial Hardware and Software

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076001** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware. The Banner 9.0 upgrade was implemented in FY 2019. Anticipated \$50,000 in carry forward funds from FY2019 will be used for training and consulting services for the continued roll-out of processes supported by Banner 9.0.

The FY 2020 budget continues to fund consulting services for required Affordable Care Act compliance reporting.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 585,579 | 160,828 | 82,746 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 | 871,407 |
| | <u>585,579</u> | <u>160,828</u> | <u>82,746</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>125,000</u> | <u>871,407</u> |

Policy/Comprehensive Plan Information

Leon County Policy No. 92-4: Accounting and Reporting
 Leon County Policy No. 93-44: Fiscal Planning

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fleet Management Shop Equipment

| | |
|---|---------------------------------------|
| Dept/Div: Fleet Management | Comp Plan CIE Project: N/A |
| Project #: 026010 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: G2 |

Project Description/Justification

This project is for the replacement of Fleet Management Shop equipment. The following equipment expected to be replaced in FY22 includes:

- Bridge crane
- Lift hoist
- A/C Recyclers
- Wheel alignment machine and rack
- Miscellaneous hand tools

Strategic Initiative

N/A

Financial Summary

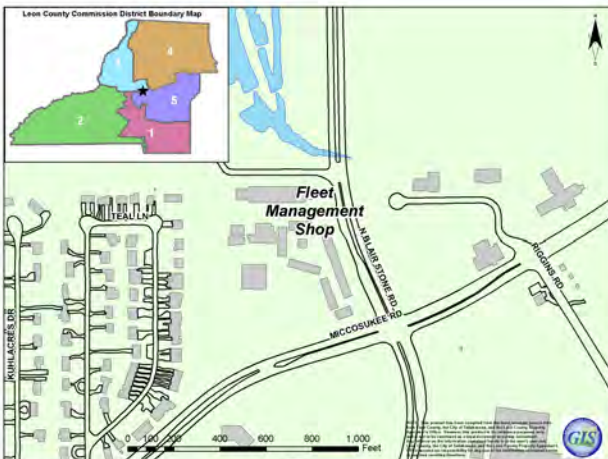
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|-------------------------|-------------------------------|----------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------------|
| 305 Capital Improvements | 275,430 | 25,000 | 315 | 0 | 0 | 35,000 | 0 | 30,000 | 65,000 | 365,430 |
| | <u>275,430</u> | <u>25,000</u> | <u>315</u> | <u>0</u> | <u>0</u> | <u>35,000</u> | <u>0</u> | <u>30,000</u> | <u>65,000</u> | <u>365,430</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Fleet Management Shop

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

General Vehicle & Equipment Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **026003** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of County vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate \$24,500 in surplus sales. The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|-------------------------|-----------------------|--------------|---------------|---------------------|----------------------------|
| PW - Mosquito Control | 2001 Anderson Trailer | N/A | \$4,150 | \$7,516 | \$8,000 |
| PW - Mosquito Control | 2004 Ford F-150 | 95,813 | \$20,000 | \$14,473 | \$38,000 |
| Parks and Recreation | 2005 Ford Ranger | 99,509 | \$15,537 | \$14,239 | \$38,000 |
| Parks and Recreation | 2005 Anderson Trailer | N/A | \$2,100 | \$7,642 | \$5,000 |
| Parks and Recreation | 2009 Anderson Trailer | N/A | \$8,033 | \$4,480 | \$12,000 |
| Facilities | 2006 Ford Ranger | 105,689 | \$15,088 | \$9,732 | \$38,000 |
| Animal Control | 2012 Ford F-350 | 100,187 | \$38,540 | \$13,808 | \$55,000 |
| Supervisor of Elections | GMC Tahoe | N/A | N/A | N/A | \$52,000 |

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 5,160,039 | 255,236 | 67,486 | 246,000 | 531,000 | 540,000 | 466,000 | 525,000 | 2,308,000 | 7,723,275 |
| | <u>5,160,039</u> | <u>255,236</u> | <u>67,486</u> | <u>246,000</u> | <u>531,000</u> | <u>540,000</u> | <u>466,000</u> | <u>525,000</u> | <u>2,308,000</u> | <u>7,723,275</u> |

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement is evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



General County Vehicle

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Jackson Town Center

| | |
|--|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 083002 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: Q5, Q6 |

Project Description/Justification

This project was for minor tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center and several third party tenants.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 166 Huntington Oaks | 637,420 | 149,751 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 787,171 |
| 305 Capital Improvements | 43,602 | 43,048 | 9,000 | 0 | 0 | 0 | 0 | 0 | 0 | 86,650 |
| | 681,022 | 192,799 | 9,000 | 0 | 0 | 0 | 0 | 0 | 0 | 873,821 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Lake Jackson Town Center

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Leon County Government Annex

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086025** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building on Calhoun Street. These major maintenance and repair projects and building improvements will assist the County in potentially drawing new tenants to the vacant spaces within the building. Scheduled improvements are as follows:

FY 2020

General building maintenance and repairs.

FY 2021

New tenant space improvements and general building maintenance and repairs.

FY 2022

Design boiler unit replacement (2 units) and general building maintenance and repairs.

FY 2023

Install two energy efficient boiler units; caulk and seal window inspections, and general maintenance and repairs.

FY 2024

Caulk and seal window repairs, refresh/update landscaping of property, and general building maintenance and repairs.

Strategic Initiative

N/A

Financial Summary

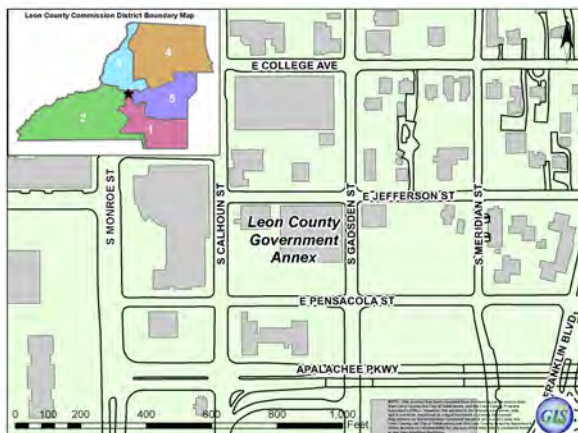
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 165 County Government | 5,680,719 | 612,003 | 79,624 | 250,000 | 250,000 | 275,000 | 610,000 | 325,000 | 1,710,000 | 8,002,722 |
| 305 Capital Improvements | 622,134 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 622,134 |
| 311 Bond Series 2003A&B | 16,924,203 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 16,924,203 |
| 318 Bond Series 1999 Construction | 2,619,626 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,619,626 |
| | 25,846,682 | 612,003 | 79,624 | 250,000 | 250,000 | 275,000 | 610,000 | 325,000 | 1,710,000 | 28,168,685 |

Policy/Comprehensive Plan Information

Florida Statute 29.008(A) - designation of facilities for all Court related functions as a county responsibility

Operating Budget Impact

N/A



Leon County Government Annex Building

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Miccosukee Sense of Place

Dept/Div: **Engineering Services**
 Project #: **091004**
 Service Type: **General Government**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

This initiative, which is a priority of the Board as reflected in Strategic Initiatives adopted as part of both the current and previous five-year Strategic Plans, is a catalytic project that will identify opportunities to strengthen the connection between citizens and the rural Miccosukee community. The initiative reflects a partnership between the County and Miccosukee area citizens to address long-standing community needs by making extraordinary improvements in the community and providing an outlet for proactive and positive change. At the April 24, 2018 budget workshop, the Board adopted the Miccosukee Rural Community Sense of Place Plan and approved the establishment of the Miccosukee Citizens Working Group.

Strategic Initiative

Financial Summary

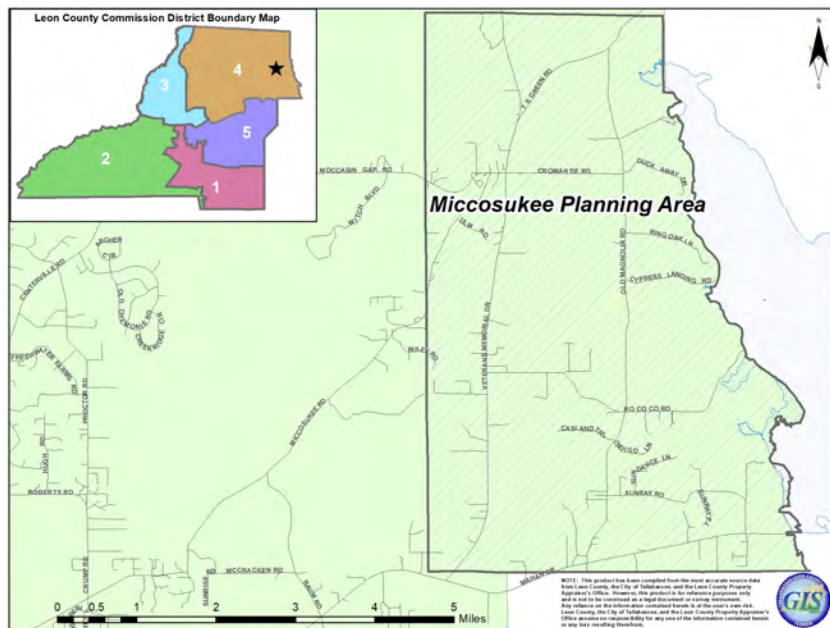
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 352 Sales Tax - Extension | 0 | 0 | 0 | 255,580 | 184,800 | 187,730 | 201,610 | 0 | 829,720 | 829,720 |
| 2020 JPA Agreement | 0 | 0 | 0 | 255,580 | 184,800 | 187,730 | 201,610 | 0 | 829,720 | 829,720 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Mobile Devices

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076042** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project funds mobile access to County work order systems, applications, and remote access. For the next several years, field operations will adopt mobile access to their work order systems allowing for data entry and access in the field for efficiency and process improvements. Other users need access to applications from remote locations. This can include remote printing and scanning peripherals.

| Department | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|
| Facilities Management | 0 | 0 | 0 | 0 | 0 |
| Public Works | 5 | 5 | 5 | 5 | 5 |
| Animal Control | 0 | 0 | 0 | 0 | 0 |
| Other Departments As Needed | 15 | 15 | 15 | 15 | 15 |
| Total Mobile Devices | 20 | 20 | 20 | 20 | 20 |

This project also funds technology improvements for Development Support & Environmental Management as needed.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 385,123 | 31,427 | 25,670 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 | 541,550 |
| 306 Transportation | 246,748 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 246,748 |
| | <u>631,871</u> | <u>31,427</u> | <u>25,670</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>125,000</u> | <u>788,298</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project has an annual impact on the Management Information Services division's budget related to data plans for the mobile devices. These impacts are subsequently charged to the applicable department's communications operating budget. The estimated cost for each additional 20 mobile devices is \$10,800. The following are the estimated new impacts anticipated to begin in FY 2020:

An additional \$10,800 each year in internet connectivity plan fees for 20 additional users for a total of \$64,800 by FY 2024.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

New General Vehicle & Equipment

| | |
|---|---------------------------------------|
| Dept/Div: Fleet Management | Comp Plan CIE Project: N/A |
| Project #: 026018 | Capital Improvement: |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Held Open | Strategic Initiative: G2 |

Project Description/Justification

This project is for the purchase of a GMC Tahoe in FY 2020, to be used by Supervisor of Election for transporting election materials.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|-------------------------|----------------------------|-------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------------|
| 120 Building Inspection | 28,841 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28,841 |
| 305 Capital Improvements | 171,354 | 0 | 0 | 52,000 | 0 | 0 | 0 | 0 | 52,000 | 223,354 |
| | 200,195 | 0 | 0 | 52,000 | 0 | 0 | 0 | 0 | 52,000 | 252,195 |

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

Operating impacts include fuel and oil, vehicle insurance, and vehicle maintenance.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Defender Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076051** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for the Public Defender's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for the Public Defender's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County, allows for case information to auto populate and flow back to JIS so that others in the justice community have access to shared information in one place. Additional needs for FY 2020 is Adobe Pro Licensing at \$16,800 for 120 users, leaving the remaining \$33,200 for services.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 523,938 | 75,712 | 27,829 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 | 849,650 |
| | <u>523,938</u> | <u>75,712</u> | <u>27,829</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>250,000</u> | <u>849,650</u> |

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the Public Defender's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Records Management

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076061** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Held Open** Strategic Initiative: **G1**

Project Description/Justification

This project was for the development of a records management strategy and implementation plan for information storage, management, and recovery for County departments.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 295,700 | 129,695 | 128,967 | 0 | 0 | 0 | 0 | 0 | 0 | 425,395 |
| | <u>295,700</u> | <u>129,695</u> | <u>128,967</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>425,395</u> |

Policy/Comprehensive Plan Information

The State of Florida dictates the retention of records and requires the transparency of data through the Sunshine Law. Establishment of a records management strategy and implementation plan will support the County government in complying with the State requirements.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Serenity Cemetery Expansion

| | |
|---|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 091002 | Capital Improvement: |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: Q4 |

Project Description/Justification

The number of burial plots available at the Leon County Serenity Cemetery will need to be expanded in the future to ensure continued burial capacity. Additional plots, access and stormwater improvements are planned to provide the same level of service in future years. This project entails site clearing, road construction, fencing, and stormwater conveyance at the Cemetery.

Approximately 6.7 acres of the 8.7 acres of the Serenity Cemetery consists of undeveloped land. This project would improve this area by constructing two access points, internal roadway for traffic circulation, stormwater conveyance for the added impervious area and provide enough cleared land to establish an additional 1,142 burial plots. The northern portion of the Cemetery was expanded in FY 2018 by in-house crews to include an additional 221 burial plots, and all main access roads have been built. Future funding in FY 2021 is for work including improvements to the site's drainage system, access roads, and fences.

Strategic Initiative

N/A

Financial Summary

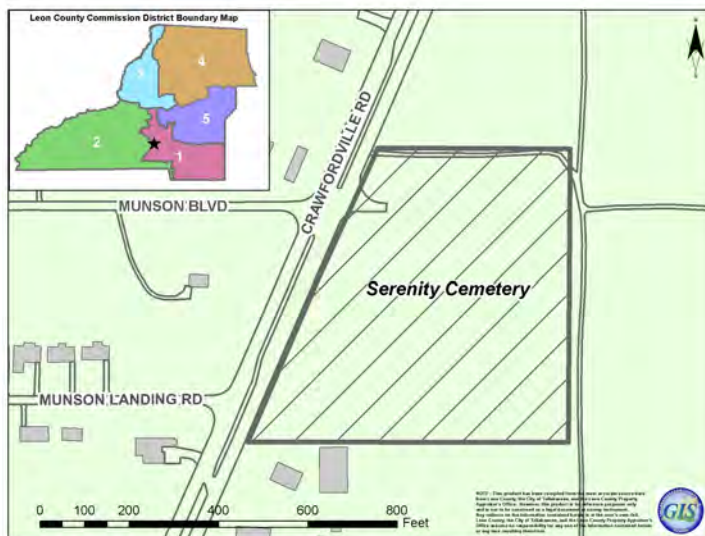
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 305 Capital Improvements | 0 | 0 | 0 | 0 | 100,000 | 0 | 0 | 0 | 100,000 | 100,000 |
| | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>100,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>100,000</u> | <u>100,000</u> |

Policy/Comprehensive Plan Information

Operating Budget Impact

| Funding Source | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned |
|------------------------|----------------|-----------------|-----------------|-----------------|-----------------|
| 123 Stormwater Utility | 500 | 800 | 500 | 500 | 500 |
| | <u>500</u> | <u>800</u> | <u>500</u> | <u>500</u> | <u>500</u> |

This project has operating impacts for the Stormwater Management program of Operations related to maintenance and permitting for the stormwater pond. There are annual operating impacts for the Facilities Management division related to mowing and miscellaneous maintenance.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Solar Arrays on County Buildings

Dept/Div: **Facilities Management**
 Project #: **086081**
 Service Type: **General Government**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN4**

Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, and annual budget of \$50,000 was established to increase the County's use of renewable energy by expanding solar on County buildings. The ISAP Goal recommends increasing renewable energy capacity on County facilities by 30% by 2030.

Strategic Initiative

Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 0 | 0 | 0 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 | 250,000 |
| | 0 | 0 | 0 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 | 250,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

State Attorney Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076047** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for the State Attorney's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC which is the State Attorney's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County. This allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so others in the justice community have access to shared information in one place.

FY19: 28 laptops/tablets were replaced; 2 copier devices installed, technical services covered, and case management services for software upgrades covered.

FY20: \$60,900 for technical support services (This represents Leon County's share of a 2nd Circuit cost).
 \$25,000 for hardware and software needs
 \$25,000 for copier and other services

STAC is the State Attorney's case management software. Integration to the Justice Information System (JIS), which is the criminal case management system for Leon County, allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so that others in the justice community have access to shared information in one place.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 425,467 | 110,900 | 55,972 | 110,900 | 110,900 | 110,900 | 110,900 | 110,900 | 554,500 | 1,090,867 |
| | <u>425,467</u> | <u>110,900</u> | <u>55,972</u> | <u>110,900</u> | <u>110,900</u> | <u>110,900</u> | <u>110,900</u> | <u>110,900</u> | <u>554,500</u> | <u>1,090,867</u> |

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the State Attorney's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Supervisor of Elections Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076005** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G3**

Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support its voting operations. This funding covers regular software and hardware maintenance as well as new software and services for candidate tracking, voter address validation, equipment inventory, cyber security, new hardware and services for the expanded phone bank, and mobile devices for the poll sites. Note that FY 2020 reflects an additional \$36,150 in one-time funding for software to convert street range addresses to point addresses.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 531,450 | 77,670 | 27,387 | 86,150 | 50,000 | 50,000 | 50,000 | 50,000 | 286,150 | 895,270 |
| | <u>531,450</u> | <u>77,670</u> | <u>27,387</u> | <u>86,150</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>50,000</u> | <u>286,150</u> | <u>895,270</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Tourist Development Building

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 086065 | Capital Improvement: N/A |
| Service Type: General Government | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: EC4 |

Project Description/Justification

This project funds the relocation of the Leon County Division of Tourism (Welcome Center) to the Historic Train Station building located on Railroad Avenue. The Office of Human Services and Community Partnerships (HSCP), currently located in the Historic Train Station building will be relocated to the Cooperative Extension Agriculture (Co-op) Center located on Paul Russell Road. Funding for this project came from the sale of the Tourism building at 106 E. Jefferson Street.

Strategic Initiative

N/A

Financial Summary

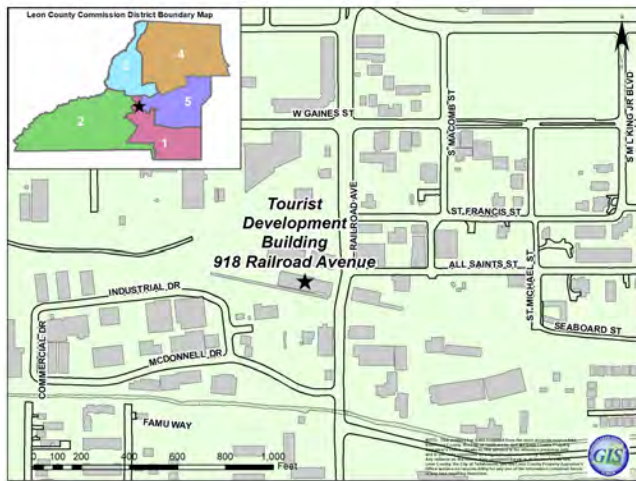
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 160 Tourism Development | 179,113 | 2,177,500 | 51,876 | 0 | 0 | 0 | 0 | 0 | 0 | 2,356,613 |
| | 179,113 | 2,177,500 | 51,876 | 0 | 0 | 0 | 0 | 0 | 0 | 2,356,613 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Future Site - Tourist Development Building

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

User Computer Upgrades

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076024** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of aged-out user computers, printers, and peripherals. A replacement schedule is important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Most computers are on a five-year replacement cycle plan. Users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to County Policy, older machines are recycled to the Goodwill's electronics store.

FY 2019: Replacements were deployed to HR, County Administration, the Commissioners and their Aides, Library staff, Purchasing, Courts, State Attorney, Public Works Inspectors, and Cooperative Extension.

FY 2020: Replacements are planned for conference rooms, special use, and half of the public PC's at the Library. An additional 150 aged-out devices will be replaced throughout the County departments such as EMS, Animal Control, County Attorney's Office and courtrooms.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 4,666,707 | 300,000 | 195,497 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 | 6,466,707 |
| | <u>4,666,707</u> | <u>300,000</u> | <u>195,497</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>1,500,000</u> | <u>6,466,707</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Voting Equipment Replacement

Dept/Div: **Miscellaneous** Comp Plan CIE Project: **N/A**
 Project #: **096028** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G3**

Project Description/Justification

This project is for the Supervisor of Elections non-voting machine equipment. This projects funds the purchase or replacement of voting equipment including privacy booths, precinct signage, ballot tabulators, audit and absentee ballot scanners, electronic pollbooks, and ballot demand printers. With the system heavily dependent on technology, it is important to anticipate equipment needs to assure smooth continuation of operations. This includes replacing equipment that has reached the end of its useful life, as well as expanding inventory as the number of registered voters in Leon County continues to grow.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 90,268 | 41,732 | 15,414 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 182,000 |
| | 90,268 | 41,732 | 15,414 | 0 | 50,000 | 0 | 0 | 0 | 50,000 | 182,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Health & Safety

Overview

The Health & Safety section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health & Safety capital projects funded in FY 2020 include the Detention Facility Complex Maintenance, Emergency Medical Services Vehicle and Equipment, and Sheriff Helicopter.

Funding Sources

Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 53% (\$1,843,500), Emergency Medical Services MSTU (Fund 135) funds 38% (\$1,327,000) and Sales Tax (Fund 308) funds 9% (300,000) of the Health & Safety capital improvement budget in FY 2020.

Chart 25.6
FY 2020 Health & Safety Projects
by Funding Source

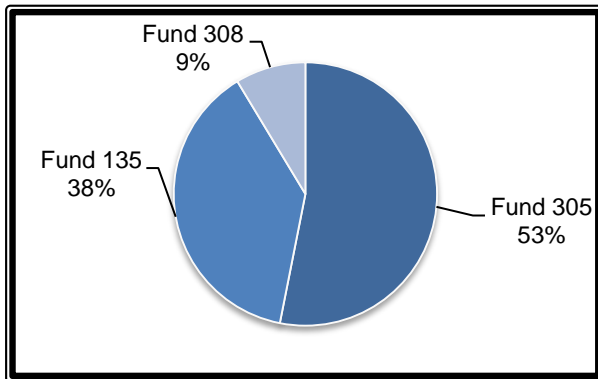
**Managing Divisions**

Table 25.11 shows Engineering Services will manage four projects or 50% of the Health & Safety projects. Fleet Management will manage two or 25% of the Health & Safety projects. Facilities Management and Management Information Services will each manage a single project, which accounts for the remaining 25% of the Health & Safety projects.

Table 25.11
FY 2020 Health & Safety Projects
by Managing Division

| Managing Division | # of Projects | FY 2020 Budget |
|---------------------------------|---------------|--------------------|
| Engineering Services | 4 | \$2,013,500 |
| Fleet Management | 2 | \$1,432,000 |
| Management Information Services | 1 | \$25,000 |
| Facilities Management | 1 | \$0 |
| Total | 8 | \$3,470,500 |

Operating Budget Impacts

There are no estimated impacts from Health & Safety projects on the operating budget for FY 2020.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Health & Safety Index

| Page | Project | # | FY 2018 Life to Date | FY 2019 Adj Budget | FY 2020 Budget | FY20-FY24 Total | Project Cost Total |
|----------------------------------|--|--------|-------------------------|-----------------------|--------------------|---------------------|-----------------------|
| 25-69 | Detention Facility Complex Maintenance | 086031 | 7,641,248 | 4,729,807 | 2,013,500 | 8,271,400 | 20,642,455 |
| 25-70 | Emergency Medical Services Technology | 076058 | 311,442 | 48,823 | 25,000 | 125,000 | 485,265 |
| 25-71 | EMS Vehicle & Equipment Replacement | 026014 | 9,507,395 | 1,360,000 | 1,302,000 | 7,187,000 | 18,054,395 |
| 25-72 | Helicopter for Sheriff's Office | 026023 | - | - | 130,000 | 650,000 | 650,000 |
| 25-73 | L.I.F.E. Fire Safety Infrastructure | 091006 | - | - | - | 500,000 | 500,000 |
| 25-74 | Public Safety Complex | 096016 | 15,945,226 | 523,276 | - | 1,125,000 | 17,593,502 |
| 25-75 | Sheriff Training Facility | 086080 | - | 49,200 | - | - | 49,200 |
| 25-76 | Volunteer Fire Departments | 096002 | 359,104 | 136,523 | - | - | 495,627 |
| Health & Safety Total | | | \$33,764,415 | \$6,847,629 | \$3,470,500 | \$17,858,400 | \$58,470,444 |

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Detention Facility Complex Maintenance

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 086031 | Capital Improvement: N/A |
| Service Type: Health & Safety | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: Q3 |

Project Description/Justification

This project is for repair and maintenance of structures at the Leon County Jail Complex. Planned repairs and maintenance includes:

| Project 086031 | FY 2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 |
|---|------------------|------------------|------------------|------------------|------------------|
| Admin Building Renovations | 100,000 | - | - | - | - |
| Lobby Admin. Building Target Hardening | 40,000 | 200,000 | - | - | - |
| Surveillance Cameras/Infrastructure | 200,000 | 200,000 | 200,000 | 200,000 | - |
| Exterior Window Openings (Exercise Decks) | - | - | 427,900 | 300,000 | - |
| Elevators (Jail) | 400,000 | - | 400,000 | 400,000 | 800,000 |
| Jail Roof Phase II | 100,000 | 500,000 | 70,000 | 750,000 | 550,000 |
| Exterior Stairs | 150,000 | 300,000 | - | - | - |
| New Waterlines | 75,000 | 250,000 | - | - | - |
| Fire Systems Infrastructure | 165,000 | - | - | - | - |
| Railings | 70,000 | 70,000 | 70,000 | 70,000 | - |
| Booking counters | 22,500 | - | - | - | - |
| Detention Lobby Protection | 200,000 | - | - | - | - |
| Shower separators | 21,000 | - | - | - | - |
| Evidence Vault | 100,000 | 500,000 | - | - | - |
| Detention and Administration Fencing | 250,000 | - | - | - | - |
| Switch Gear | 60,000 | - | - | - | - |
| Fleet Generator | 60,000 | - | - | - | - |
| Total | 2,013,500 | 2,020,000 | 1,167,900 | 1,720,000 | 1,350,000 |

Strategic Initiative

N/A

Financial Summary

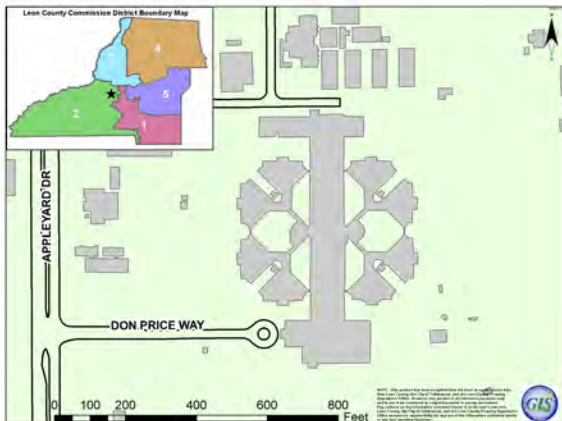
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| 305 Capital Improvements | 3,915,781 | 4,729,807 | 1,206,637 | 1,713,500 | 2,020,000 | 1,167,900 | 1,720,000 | 1,350,000 | 7,971,400 | 16,616,988 |
| 308 Sales Tax | 3,725,467 | 0 | 0 | 300,000 | 0 | 0 | 0 | 0 | 300,000 | 4,025,467 |
| | 7,641,248 | 4,729,807 | 1,206,637 | 2,013,500 | 2,020,000 | 1,167,900 | 1,720,000 | 1,350,000 | 8,271,400 | 20,642,455 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Emergency Medical Services Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076058** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division. Funding is provided for the replacement of five radios per year over the next five years and the banking of funds for a computer refresh in the ambulances.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|-------------------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 135 Emergency Medical Services MSTU | 311,442 | 48,823 | 24,174 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 | 485,265 |
| | <u>311,442</u> | <u>48,823</u> | <u>24,174</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>25,000</u> | <u>125,000</u> | <u>485,265</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

| <u>Funding Source</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> |
|-------------------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|
| 135 Emergency Medical Services MSTU | 0 | 0 | 0 | 0 | 0 |
| | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Emergency Medical Services Vehicles & Equipment Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **026014** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the acquisition of Emergency Medical Services ambulances, vehicles and equipment. In accordance with the Green Fleet Policy, each vehicle and equipment replacement is evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. Emergency Medical Services ambulances are replaced every 5 to 6 years. It is estimated that the vehicles/equipment being replaced will generate \$34,000 in surplus sales.

The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|------------|-------------------------------------|--------------|---------------|---------------------|----------------------------|
| EMS | 2013 International Horton Ambulance | 155,450 | \$199,161 | \$57,800 | \$225,000 |
| EMS | 2013 International Horton Ambulance | 157,387 | \$199,161 | \$70,751 | \$225,000 |
| EMS | 2013 Chevrolet Suburban | 99,850 | \$37,178 | \$14,075 | \$52,000 |
| EMS | 2015 Ford Horton Ambulance | 102,041 | \$172,920 | \$32,596 | \$225,000 |
| EMS | 2015 Ford Horton Ambulance | 129,248 | \$172,920 | \$40,653 | \$250,000 |
| EMS | 2015 Ford Horton Ambulance | 117,680 | \$172,920 | \$33,268 | \$250,000 |

Strategic Initiative

Q3

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-------------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 135 Emergency Medical Services MSTU | 9,507,395 | 1,360,000 | 181,830 | 1,302,000 | 1,305,000 | 1,350,000 | 1,575,000 | 1,655,000 | 7,187,000 | 18,054,395 |
| | 9,507,395 | 1,360,000 | 181,830 | 1,302,000 | 1,305,000 | 1,350,000 | 1,575,000 | 1,655,000 | 7,187,000 | 18,054,395 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Helicopter for Sheriff's Office

| | |
|--|---------------------------------------|
| Dept/Div: Fleet Management | Comp Plan CIE Project: N/A |
| Project #: 026023 | Capital Improvement: |
| Service Type: Health & Safety | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: |

Project Description/Justification

As part of the capital budget process, the Sheriff has requested funding for the replacement of one of three fleet helicopters due to its 50 years of age. This is considered a capital funding request and is not included in the Sheriff's regular operating budget. The City of Tallahassee will participate in the purchase of the replacement, as TPD and City utilities benefit from the Sheriff's helicopter assistance. According to the Sheriff's Office, the usage is approximately 50/50 between the Sheriff and City. Rather than directly funding the \$1.6 million purchase, the Sheriff's Office has evaluated a seven-year lease to purchase agreement. The estimated annual cost is \$260,000 per year for five years to split \$130,000 each for the County and City.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 0 | 0 | 0 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 650,000 | 650,000 |
| | <u>0</u> | <u>0</u> | <u>0</u> | <u>130,000</u> | <u>130,000</u> | <u>130,000</u> | <u>130,000</u> | <u>130,000</u> | <u>650,000</u> | <u>650,000</u> |

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Fire Safety Infrastructure

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **091006** Capital Improvement:
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **New Project** Strategic Initiative:

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

In February 2014, Leon County conducted a Workshop on Fire Safety Needs through-out the unincorporated area. The workshop provided the basis to increase the annual funding for the County's fire hydrant program and the establishment of the formal program criteria. In addition, the Board provided direction to consider establishing a 2/3 matching program for waterline extension and fire protection enhancements into the L.I.F.E. program. The 2/3 program requires that two-thirds of the owners of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties. The 2/3 concept was originally proposed given the significant cost associated with extending water lines (in excess of \$500,000 per mile). However, certain isolated neighborhood issues may be addressed that do not require a full mile of extension and therefore have a lower overall cost impact. In addition, in support of fire suppression efforts water supply enhancements (tanks and wells) continue to be evaluated. Finally, the County will also seek opportunities to leverage the L.I.F.E. funding in support of fire suppression through partnerships with Talquin and City Utilities. Funding will be utilized for a 2/3 matching program and/or direct payment for water line extensions in support of fire suppression, as well as, the installation of wells/tanks.

Strategic Initiative

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|---------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 352 Sales Tax - Extension | 0 | 0 | 0 | 0 | 125,000 | 125,000 | 125,000 | 125,000 | 500,000 | 500,000 |
| 2020 JPA Agreement | 0 | 0 | 0 | 0 | 125,000 | 125,000 | 125,000 | 125,000 | 500,000 | 500,000 |

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Safety Complex

| | |
|--|---------------------------------------|
| Dept/Div: Facilities Management | Comp Plan CIE Project: N/A |
| Project #: 096016 | Capital Improvement: N/A |
| Service Type: Health & Safety | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: Q3 |

Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The FY 2020 – FY 2024 budget provides (\$50,000) annually for technology needs and supports a sinking fund for future technology upgrades, including the current replacement and refresh of the audio/visual systems, hardware in the Data Center, and system maintenance and upgrades for Facilities automation (\$50,000). These costs are split 50/50 with the City of Tallahassee. The video walls will need to be replaced in the latter part of FY 2023 at an anticipated cost of \$900,000. The additional funding in FY 2021 - FY 2024 will provide a down payment for the project with a \$500,000 balance to be covered with a five year lease at \$100,000 each year beginning in FY 2025.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 2,393,189 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,393,189 |
| 305 Capital Improvements | 13,552,037 | 523,276 | 7,841 | 0 | 225,000 | 300,000 | 300,000 | 300,000 | 1,125,000 | 15,200,313 |
| | 15,945,226 | 523,276 | 7,841 | 0 | 225,000 | 300,000 | 300,000 | 300,000 | 1,125,000 | 17,593,502 |

Policy/Comprehensive Plan Information

May 14, 2013 - Interlocal Agreement for the joint management and use of the Public Safety Complex; Interlocal Agreement for the telecommunications and technology for the Public Safety Complex.

Operating Budget Impact

N/A



Public Safety Complex

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Sheriff Training Facility

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 086080 | Capital Improvement: | |
| Service Type: | Health & Safety | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | |

Project Description/Justification

This project is for the preliminary design, site investigation, and permitting for the future Leon County Sheriff Office (LCSO) Training Facility, which will be located on vacant County owned property on Tyson Road. The proposed facility will significantly enhance training opportunities for LCSO personnel, allow LCSO to consolidate many of its current training activities to a single location, and enhance education and workforce training opportunities for inmates at the Leon County Detention Facility. This project is funded by training fees collected by the Sheriff and are appropriated during the year.

Strategic Initiative

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 0 | 49,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 49,200 |
| | <u>0</u> | <u>49,200</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>49,200</u> |

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Volunteer Fire Departments

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 096002 | Capital Improvement: N/A |
| Service Type: Health & Safety | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: Q3 |

Project Description/Justification

This project is for the construction of the Lake Iamonia Volunteer Fire Department . The project was funded in FY 2018 and is currently under design and permitting. This project includes land lease with Tall Timbers and is anticipated for completion in FY 2020.

Strategic Initiative

N/A

Financial Summary

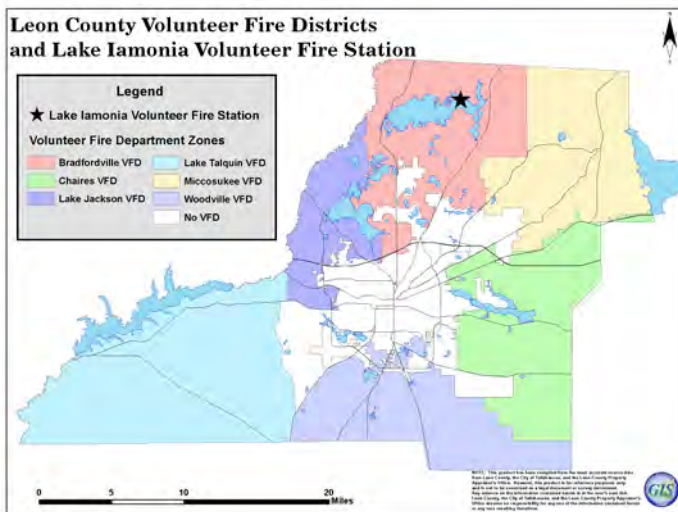
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 140 Municipal Services | 71,185 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 71,185 |
| 145 Fire Rescue Services | 287,919 | 136,523 | 5,734 | 0 | 0 | 0 | 0 | 0 | 0 | 424,442 |
| | 359,104 | 136,523 | 5,734 | 0 | 0 | 0 | 0 | 0 | 0 | 495,627 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Volunteer Fire Department

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Physical Environment

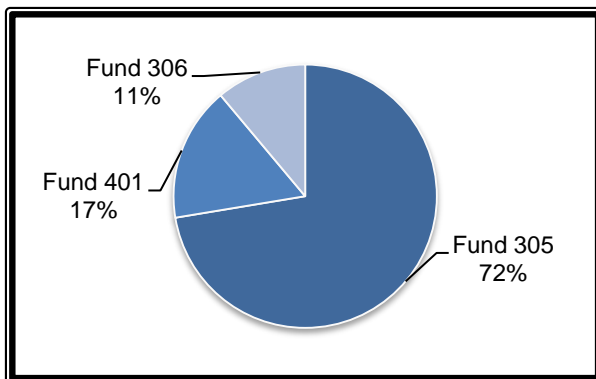
Overview

The Physical Environment section contains capital improvement projects designed to facilitate the provision of services by the different branches of Leon County government with regards to stormwater management, water quality improvements and solid waste management. Major Physical Environment capital projects funded in FY 2020 include Stormwater Infrastructure Preventative Maintenance, GIS Incremental Basemap Update, Permitting Software Enhancements and Solid Waste Heavy Equipment.

Funding Sources

Chart 25.7 illustrates that the Capital Improvement (Fund 305) funds 72% (\$1,303,780) of the Physical Environment projects funded in FY 2020. Solid Waste Management (Fund 401) funds 17% (\$297,397), and Gas Tax (Fund 306) accounts for 11% (\$200,000) of Physical Environment funding.

Chart 25.7
FY 2020 Physical Environment Projects
by Funding Source



Managing Divisions

Table 25.12 shows Engineering Services will manage the majority (55%) of the Physical Environment capital projects. Fleet Management will manage five projects, for a total of 15%. Solid Waste will manage four projects, for a total of 12%. Management Information Services and Public Works - Operations will each manage three projects, or the remaining 18% of the Physical Environment capital projects.

Table 25.12
FY 2020 Physical Environment Projects
by Managing Division

| Managing Division | # of Projects | FY 2020 Budget |
|---------------------------------|---------------|--------------------|
| Engineering Services | 18 | \$200,000 |
| Fleet Management | 5 | \$393,545 |
| Solid Waste | 4 | \$170,852 |
| Management Information Services | 3 | \$936,780 |
| Public Works - Operations | 3 | \$100,000 |
| Total | 33 | \$1,801,177 |

Operating Budget Impacts

There are no estimated impacts from Physical Environment projects on the operating budget for FY 2020.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Physical Environment Index

| Page | Project | # | FY 2018 Life to Date | FY 2019 Adj Budget | FY 2020 Budget | FY20-FY24 Total | Project Total |
|-----------------------------------|--|------------|-------------------------|-----------------------|--------------------|---------------------|----------------------|
| 25-79 | Baum Road Drainage Improvement | 054011 | 1,240 | 228,760, | - | 750,000 | 980,000 |
| 25-80 | Belair-Annawood Septic to Sewer | 062007 | 67,695 | 3,432,306 | - | - | 3,500,001 |
| 25-81 | Comprehensive Wastewater Treatment Project | 062006 | - | 500,000 | - | - | 500,000 |
| 25-82 | Faulk Drive Pond Sentiment Removal | 063010 | 16,409 | 233,591 | - | - | 250,000 |
| 25-83 | FDEP Springs Restoration Project | 125-927128 | - | 1,500,000 | - | - | 1,500,000 |
| 25-84 | Fords Arm - Lexington Pond Retrofit | 063005 | 2,894,290 | 2,913,300 | - | 1,600,000 | 7,407,590 |
| 25-85 | Geographic Information Systems | 076009 | 6,160,482 | 260,556 | 188,280 | 941,400 | 7,362,438 |
| 25-86 | GIS Incremental Basemap Update | 076060 | 3,693,679 | 298,500 | 298,500 | 1,492,500 | 5,484,679 |
| 25-87 | Hazardous Waste Vehicle and Equipment Replacement | 036042 | 43,057 | - | - | 96,000 | 139,057 |
| 25-88 | Household Hazardous Waste Improvements | 036019 | 489,173 | 85,650 | - | - | 574,823 |
| 25-89 | Killearn Acres Flood Mitigation | 064001 | 3,088,545 | 497,677 | - | - | 3,586,222 |
| 25-90 | Killearn Lakes Plantation Stormwater | 064006 | 2,877,768 | 800,000 | - | - | 3,677,768 |
| 25-91 | Lake Henrietta Renovation | 061001 | 72,209 | 1,172,554 | - | - | 1,244,763 |
| 25-92 | Lake Munson Restoration | 062001 | 2,575,125 | 70,000 | - | - | 2,645,125 |
| 25-93 | Landfill Closure | 036043 | 2,718,405 | 12,884,701 | - | - | 15,603,106 |
| 25-94 | Landfill Improvements | 036002 | 1,598,965 | 156,181 | 20,000 | 100,000 | 1,855,146 |
| 25-95 | L.I.F.E. Stormwater and Flood Relief | 091009 | - | - | - | 515,000 | 515,000 |
| 25-96 | Longview Drive Sinkhole | 063011 | - | 500,000 | - | - | 500,000 |
| 25-97 | Longwood Outfall Retrofit | 062004 | 2,044 | 223,345 | - | - | 225,389 |
| 25-98 | NE Lake Munson Septic to Sewer | 062008 | - | 5,500,000 | - | - | 5,500,000 |
| 25-99 | Pedrick Pond Stormwater Improvements | 045007 | 217,015 | 30,902 | - | - | 247,917 |
| 25-100 | Permit & Enforcement Tracking System | 076015 | 734,445 | 270,284 | 450,000 | 1,450,000 | 2,454,729 |
| 25-101 | Rural Waste Vehicle and Equipment Replacement | 036033 | 618,183 | 513,565 | - | - | 1,131,748 |
| 25-102 | Solid Waste Facility Heavy Equipment & Vehicle Replacement | 036003 | 4,171,263 | 31,000 | 15,000 | 483,000 | 4,685,263 |
| 25-103 | Stormwater Infrastructure Preventative Maintenance | 067006 | 8,621 | 1,341,379 | 200,000 | 1,400,000 | 2,750,000 |
| 25-104 | Stormwater Pond Repairs | 066026 | 1,250,796 | 157,693 | 100,000 | 500,000 | 1,908,489 |
| 25-105 | Stormwater Vehicle & Equipment Replacement | 026004 | 7,104,196 | 282,156 | 267,000 | 2,876,000 | 10,262,352 |
| 25-106 | TMDL Compliance Activities | 066004 | 10,000 | 340,000 | - | - | 350,000 |
| 25-107 | Transfer Station Heavy Equipment Replacement | 036010 | 3,226,261 | 126,873 | 111,545 | 1,611,545 | 4,964,679 |
| 25-108 | Transfer Station Improvements | 036023 | 1,118,299 | 739,980 | 150,852 | 754,260 | 2,612,539 |
| 25-109 | Westside Stormwater | 062005 | 12,962 | 400,000 | - | - | 412,962 |
| 25-110 | Woodside Heights Sewer Project – FDEP | 061003 | 2,913,061 | 3,086,268 | - | - | 5,999,329 |
| 25-111 | Woodville Sewer Project | 062003 | 540 | 3,000,000 | - | 4,250,000 | 7,250,540 |
| Physical Environment Total | | | \$47,684,728 | \$41,577,221 | \$1,801,177 | \$18,819,705 | \$108,081,654 |

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Baum Road Drainage Improvements

| | |
|---|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 054011 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: Q3 |

Project Description/Justification

This project is for drainage improvements and wetland mitigation to reduce the flooding of Baum Road and associated stream erosion. The drainage way through Winfield Forest subdivision remained natural during the subdivision development. Uphill development north of Winfield Forest on both sides of Baum Road, including I-10, generates increased flows, which overwhelm the Baum Road cross-drain during heavy storms. The feasibility analysis will identify drainage structural improvements from Buck Lake Road north through Winfield Forest and Baum Road. Associated wetland mitigation requirements will be determined.

This project is funded in three stages that include:
 (1) a feasibility study with community input (FY 2019 - FY 2020);
 (2) design and permitting to occur in FY 2020; followed by
 (3) construction in FY 2021.

Strategic Initiative

N/A

Financial Summary

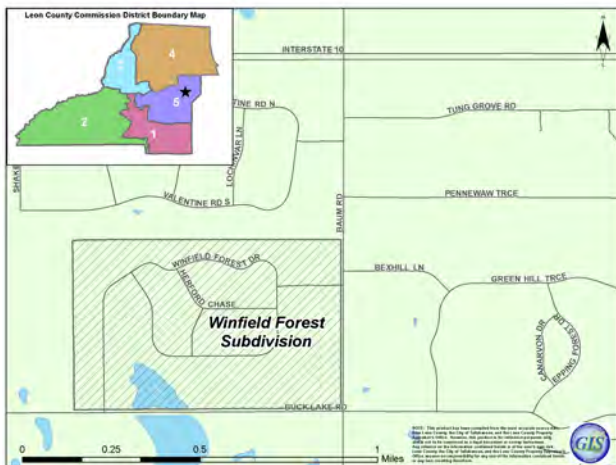
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 306 Transportation Improvements | 1,240 | 228,760 | 0 | 0 | 750,000 | 0 | 0 | 0 | 750,000 | 980,000 |
| | 1,240 | 228,760 | 0 | 0 | 750,000 | 0 | 0 | 0 | 750,000 | 980,000 |

Policy/Comprehensive Plan Information

Improving the conveyance will allow compliance with Stormwater Management Policy 1.5.2: No floodwater in one driving lane each direction of collector streets in a 25-year storm. The analysis has been initiated. Staff is currently developing a Base Map of the Study Area to locate critical drainage features.

Operating Budget Impact

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Belair-Annawood Septic to Sewer

| | | | |
|---------------|--|----------------------------|-----------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 062007 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN1, EN2 |

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will make central sanitary sewer connections available for approximately 113 single family residences and businesses in the Belair and Annawood developments of southwest Leon County. Design services were initiated in mid FY 2018, and will be completed during FY 2020, along with permitting and bids for construction. Construction will be initiated when all required easements are acquired, with an anticipated completion in FY 2021. This project will be coordinated closely with subdivision residents, the City of Tallahassee Underground Utilities, and Talquin Electric Cooperative. The project is funded by a \$1.75 million grant sponsored by Florida Department of Environmental Protection with 100% match funding required by the County.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 60,271 | 1,689,730 | 422,407 | 0 | 0 | 0 | 0 | 0 | 0 | 1,750,001 |
| 305 Capital Improvements | 7,424 | 1,742,576 | 95,646 | 0 | 0 | 0 | 0 | 0 | 0 | 1,750,000 |
| | <u>67,695</u> | <u>3,432,306</u> | <u>518,053</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>3,500,001</u> |

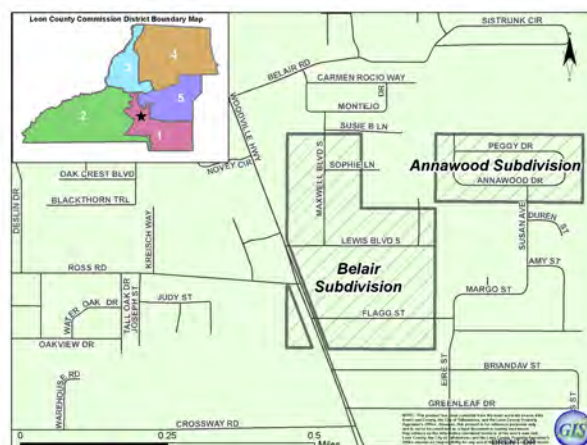
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Comprehensive Wastewater Treatment Project

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 062006 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN2 |

Project Description/Justification

This project is for consultant services to complete the Comprehensive Wastewater Treatment Facilities Plan (CWTFP). The CWTFP is the initial project segment for the Alternative Sewer Solutions Study included in the Sales Tax Extension Interlocal Agreement, which will provide recommended technologies, financing and management strategies, and an assessment of regulatory measures related to preferred sewage treatment and disposal systems in unincorporated Leon County. The consultant services contract was executed in FY 2019 to evaluate alternative wastewater technologies and complete the CWTFP. The study is funded by the Blueprint Sales Tax Extension. The contract also includes additional scope of work for the Florida Department of Environmental Protection (FDEP) Wastewater Treatment Feasibility Analysis grant, which the Board accepted in May 2019. That project is reflected in the grant fund. Completion of the CWTFP is expected to take 12 to 18 months.

Strategic Initiative

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|-----------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 125 Grants | 0 | 500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500,000 |
| | 0 | 500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500,000 |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Faulk Drive Pond Sediment Removal

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **063010** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN1**

Project Description/Justification

Over the past 20 years the deposition of sediments in Faulk Drive Pond has resulted in a loss of storage capacity and a decrease in water quality. Estimates are that approximately 2,100 cubic yards of sediments will need to be removed to restore the pond to its original permitted design. Removal of the sediments will allow the pond to remain in compliance with its Stormwater Operating Permit as well as the EPA Municipal Separate Storm Sewer System (MS4) Permit. In addition, following sediment removal, perimeter planting will be installed to aid in improving water quality.

Strategic Initiative

EN1

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 16,409 | 233,591 | 137,219 | 0 | 0 | 0 | 0 | 0 | 0 | 250,000 |
| | 16,409 | 233,591 | 137,219 | 0 | 0 | 0 | 0 | 0 | 0 | 250,000 |

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
 State Water Policy, Florida Administrative Code Chapter 62, Rule 62-40.432(2)(c)
 Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

FDEP Springs Restoration Project

| | |
|---|---------------------------------------|
| Dept/Div: Grants Public Works | Comp Plan CIE Project: N/A |
| Project #: 125-927128 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: |

Project Description/Justification

At the April 2016 budget workshop, the Board approved working with the state regarding alternative On-site Sewage Treatment and Disposal Systems (OSTDS) technologies for nitrate removal. The alternative technologies can be utilized where it is not cost-effective or technically feasible for central sewer. The grant provides funds to Leon County for replacement of residential OSTDS with the new technologies, which will be monitored post-construction for water quality improvement and operational cost analysis after installation.

This project is fully funded by the Florida Department of Environmental Protection Springs Restoration Grant Program. No grant match is required.

This project is for the construction of advanced passive on-site sewage treatment and/or disposal systems in the Wakulla Basin Management Action Plan Priority Focus Area 1. Initial focus will be on the Wilkinson Woods neighborhood, northeast of the Woodville Rural Community.

Strategic Initiative

N/A

Financial Summary

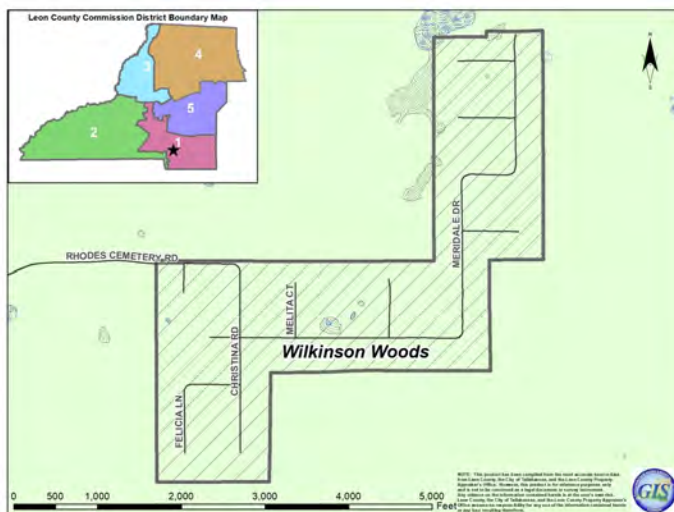
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 0 | 1,500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,500,000 |
| | 0 | 1,500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,500,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fords Arm - Lexington Pond Retrofit

Dept/Div: **Engineering Services**
 Project #: **063005**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1, EN2**

Project Description/Justification

This project is partially funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits from the Sales Tax Extension.

This project is for water quality treatment and flow attenuation for stormwater entering Ford's Arm of Lake Jackson from the Lexington Branch. The project provides a combination of attenuation, water quality treatment and flow way improvements in the contributing basin to the south and east of Fords Arm. This project includes drainage improvements at Meridian Road, Lexington Road, and Timberlane Road, which will help prevent flooding along those roads. Additional ditch stabilization will occur from Lakeshore Drive to the wetland for the tributaries entering at Nautilus Circle, Ivernia Loop, Dreadnaught Court and Hawkbill Court. Components of the Meridian Road drainage improvements will began in FY 2019. Construction of Linene Woods Phase I between Dartmoor Drive and John Hancock and the remaining project components will begin in FY 2020.

Strategic Initiative

EN1, EN2

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|------------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 125 Grants | 200,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200,000 |
| 309 Sales Tax - Extension | 2,694,290 | 2,913,300 | 79,817 | 0 | 1,600,000 | 0 | 0 | 0 | 1,600,000 | 7,207,590 |
| | 2,894,290 | 2,913,300 | 79,817 | 0 | 1,600,000 | 0 | 0 | 0 | 1,600,000 | 7,407,590 |

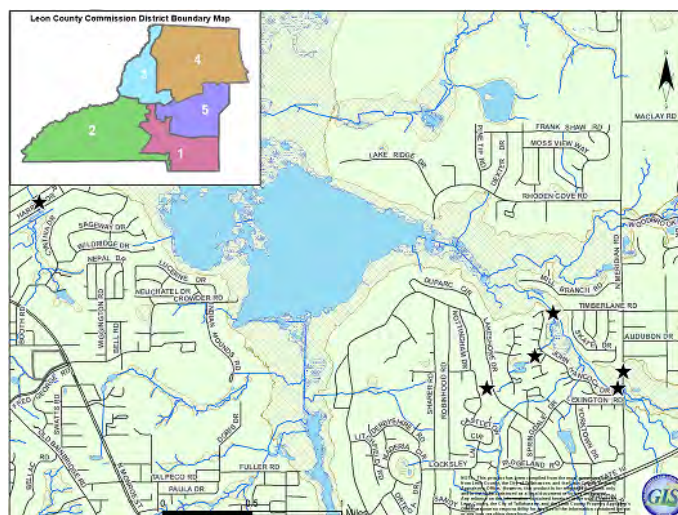
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

Resolving roadway flooding at Meridian and Timberlane Roads will reduce Operations emergency response efforts to close road during heavy storms.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Geographic Information Systems

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076009** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the funding of the City of Tallahassee and Leon County Geographic Information System Interlocal Project. Tallahassee-Leon County Geographic Information System (TLC GIS) was created in May, 1990 when the City of Tallahassee, Leon County, and the Property Appraiser's Office entered into an Interlocal Agreement. The mission of TLC GIS is to:

- Develop a common base map
- Promote the sharing of resources
- Reduce redundancy of data collection and creation
- Provide a mechanism to maintain the base map and other data layers
- Encourage enterprise information management solutions
- Enhance decision making for public officials.

This project includes the following items, of which 50% is reimbursed by the City of Tallahassee:

\$100,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. The license covers web servers, the cloud computing environment and desktop licensing. Annual analysis has shown that the enterprise license saves money over the alternative of buying individual licenses.

\$50,000 for the compute/storage and backup environment: This funding is utilized to support the ongoing costs of the shared infrastructure environment with Management Information Systems.

\$38,280 for GIS Infrastructure Improvements: The Infrastructure improvements account is used to purchase GIS PCs, plotters and other hardware and software needs. Annual allocations are used to level infrastructure costs over multiple years. TLC GIS has set up a rotation of infrastructure needs that can be supported on a level funding basis.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 6,160,482 | 260,556 | 150,025 | 188,280 | 188,280 | 188,280 | 188,280 | 188,280 | 941,400 | 7,362,438 |
| | <u>6,160,482</u> | <u>260,556</u> | <u>150,025</u> | <u>188,280</u> | <u>188,280</u> | <u>188,280</u> | <u>188,280</u> | <u>188,280</u> | <u>941,400</u> | <u>7,362,438</u> |

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation.

The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

The Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres (a register of property showing the extent, value, and ownership of land for taxation) that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, rights-of-way and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

GIS Incremental Basemap Update

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Management Information Services | Comp Plan CIE Project: | N/A |
| Project #: | 076060 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | G2 |

Project Description/Justification

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System, TLC GIS, basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers.

In June 2008, the Florida Department of Revenue was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's Officer with digital orthophotography every three years and charge each county office for the cost of that service and product delivery. The City also contributes funds to this project. In working with the vendor and leveraging the latest technology, TLC GIS was successful in developing a new methodology for collecting, compiling and releasing the basemap data in compliance with Chapter 195.002 Florida Statutes. TLC GIS also obtains additional oblique and satellite imagery to support efforts related to public safety, property assessment and non ad-valorem assessments which this funding covers.

The basemap data acquisition is captured and delivered on a rolling three-year basis, where certain products are captured, compiled, and delivered each year over that three year period. Aerial imagery of some type is designed to be provided each year. This ensures the ability for change detection which is vital to many business activities throughout the County. Methodology and products are planned and reviewed each year to take advantage of new technology and efficiencies. This ensures the best basemap products and value to end users.

The aerial flyover, LiDar flyover, and ground control survey work was completed in FY 2018. Photography and data processing of updated layers is anticipated to be completed in FY 2019. Final compilation of all deliverable products will be completed in FY 2020 and the planning for the next flyover will be determined for FY 2021.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 3,693,679 | 298,500 | 149,250 | 298,500 | 298,500 | 298,500 | 298,500 | 298,500 | 1,492,500 | 5,484,679 |
| | <u>3,693,679</u> | <u>298,500</u> | <u>149,250</u> | <u>298,500</u> | <u>298,500</u> | <u>298,500</u> | <u>298,500</u> | <u>298,500</u> | <u>1,492,500</u> | <u>5,484,679</u> |

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Hazardous Waste Vehicle and Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **036042**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of Hazardous Waste vehicles and equipment. No vehicles or equipment are scheduled for replacement in FY 2020. Out-year funding is to replace a forklift.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|---------------|--------------------|
| 401 Solid Waste | 43,057 | 0 | 0 | 0 | 0 | 96,000 | 0 | 0 | 96,000 | 139,057 |
| | <u>43,057</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>96,000</u> | <u>0</u> | <u>0</u> | <u>96,000</u> | <u>139,057</u> |

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Killearn Acres Flood Mitigation

| | | | |
|---------------|--|----------------------------|-------------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | Yes |
| Project #: | 064001 | Capital Improvement: | Stormwater |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN1 |

Project Description/Justification

The primary conveyance through Killearn Acres was upgraded with this capital project. The project updated the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive to create a single floodway to comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a base flood elevation along the tributary reduced the federal flood insurance cost for approximately 250 residential properties. The preliminary map will be reviewed in house, and a public meeting scheduled to address the map results and comments.

This project also includes the Apollo Trail drainage improvements that address localized flooding in the Lake Saratoga contributing area. The localized drainage issues remaining which affect residential structures will be evaluated for roadside conveyance improvements. The results of the feasibility analysis will determine whether funds can be reprogrammed from acquisition to construction. This project will occur in two stages, with the feasibility study to evaluate conveyance improvements for localized residential flooding, which occurred in FY 2017. The project is currently under design and will be completed in FY 2020.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 309 Sales Tax - Extension | 2,629,044 | 497,677 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,126,721 |
| 314 Bond Series 1997 | 50,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 50,000 |
| 318 Bond Series 1999 Construction | 409,501 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 409,501 |
| | <u>3,088,545</u> | <u>497,677</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>3,586,222</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Comprehensive Plan Conservation Element Policy 1.3.1, which requires that floodplains, floodways, and improved elements of the primary drainage system be mapped and included in the conservation overlay.

Operating Budget Impact

Operating impacts are anticipated to be covered by the existing Operations Division operating budget.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Killearn Lakes Plantation Stormwater

Dept/Div: **Engineering Services**
 Project #: **064006**
 Service Type: **Physical Environment**
 Status: **Held Open**

Comp Plan CIE Project: **Yes**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1**

Project Description/Justification

This project is for the detailed analysis, design, and construction of a stormwater system to serve Killearn Lakes Plantation Units 1, 2, and 3. The stormwater system will identify stormwater outfalls primarily located within existing green spaces that convey stormwater from residential properties. This project will also provide for enhanced redirection of stormwater from densely developed residential areas to the outfalls in the green spaces. Design will focus on using available resources and facilities, such as the utilization of roadways as conveyances for stormwater, and protection of residential properties where roads must be used as stormwater conveyances.

This project is partially funded by the 10% share of the Sales Tax Extension dedicated to Leon County and the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits from its 80% share of the Sales Tax Extension dedicated to this agency.

Phase I in Units 1 and 3 have been completed. Additional project areas are being identified for Phase II in Units 1 and 3. A project is being developed in Unit III to address non-structure flooding along Norwood Lane and a portion of Bull Headley Road.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 161,913 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 161,913 |
| 309 Sales Tax - Extension | 2,715,855 | 800,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,515,855 |
| | <u>2,877,768</u> | <u>800,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>3,677,768</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

Successful completion of this project will result in a reduction of Engineering and Operations complaint-resolution man-hours. Unscheduled call-outs and repairs for Operations staff will also be significantly reduced. However, 12.1 miles of new routine ditch mowing will be added to keep the new stormwater conveyance system functioning as designed.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Henrietta Renovation

Dept/Div: **Engineering Services**
 Project #: **061001**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **Yes**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1**

Project Description/Justification

This project involves the major restoration of the 18-year old Lake Henrietta stormwater facility on Springhill Road. The pond was constructed with its northern five acres excavated as a sump to capture and concentrate the sediment from the west, central and east drainage ditches.

The project is divided into five phases: Phase 1 - Property acquisition (FY 2020); Phase 2 - design and permitting of adjacent spoil handling site (FY 2021); Phase 3 - hydraulic dredging (FY 2022); and Phase 4 - design and installation of a trash rack (FY 2022). After this initial intensive restoration cycle, Phase 5 would be dredging completed in approximate five year increments or less, if the upstream projects by Blueprint are completed.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 309 Sales Tax - Extension | 72,209 | 1,172,554 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,244,763 |
| | <u>72,209</u> | <u>1,172,554</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,244,763</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

Removal of the sediment will reduce Division of Operations expenditures to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.



Lake Henrietta

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Munson Restoration

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062001** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN1, EN3**

Project Description/Justification

Exotic and invasive plants were removed from over 100 acres along Munson Slough from Lake Munson to Lake Henrietta. FY 2019 funding of \$70,000 supported another round of exotic and invasive plant removal. Information kiosks at Lake Munson and Lake Henrietta will explain the function of stormwater facilities and wetlands in protecting Lake Munson.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 507,113 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 507,113 |
| 309 Sales Tax - Extension | 153,012 | 70,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 223,012 |
| 314 Bond Series 1997 | 1,899,874 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,899,874 |
| 318 Bond Series 1999 Construction | 15,126 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15,126 |
| | <u>2,575,125</u> | <u>70,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>2,645,125</u> |

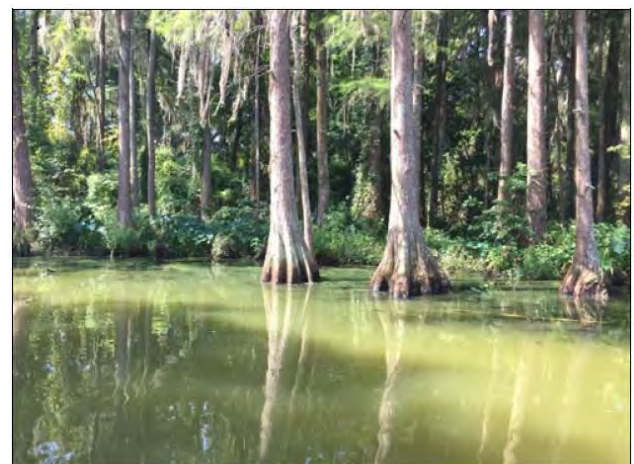
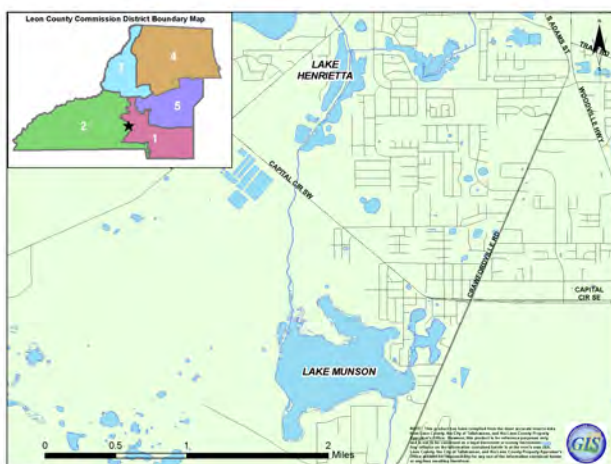
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Lake Munson Action Plan

Operating Budget Impact

N/A



Lake Munson

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Landfill Closure

Dept/Div: **Solid Waste** Comp Plan CIE Project: **N/A**
 Project #: **036043** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN3**

Project Description/Justification

This project is for the closure of the Solid Waste Landfill on Apalachee Parkway.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. In October 2017, the Board approved the Solid Waste Closure, Phase I, for a contractor to haul 222,200 cubic yards of material from the F.A. Ash Borrow Pit to the landfill site. The hazardous waste, yard waste and other activities will continue at the location. Landfill Closure Quality Construction Assurance will continue to be provided (and Engineering Support) throughout the final closure process. The remaining site will be converted to part of the Apalachee Regional Park. (However, once the landfill is closed, the County will maintain and monitor the site for 30 years.) Phase I Operation was complete in March 2018. Phase II Operation commenced in May 2018 after approval of the bid award.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 401 Solid Waste | 2,718,405 | 12,884,701 | 4,435,947 | 0 | 0 | 0 | 0 | 0 | 0 | 15,603,106 |
| | <u>2,718,405</u> | <u>12,884,701</u> | <u>4,435,947</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>15,603,106</u> |

Policy/Comprehensive Plan Information

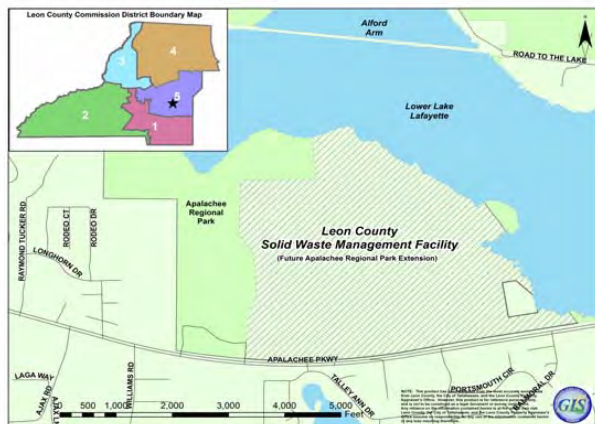
Florida Statutes Chapter 403.706 - governs closure and post closure of landfills

Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell

Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Solid Waste Landfill on Apalachee Parkway

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Landfill Improvements

| | |
|---|---------------------------------------|
| Dept/Div: Solid Waste | Comp Plan CIE Project: N/A |
| Project #: 036002 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: EN3 |

Project Description/Justification

This project is for the ongoing improvements to the Apalachee Parkway Solid Waste Management Facility. This funding is for general improvements to the facility.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. However, the hazardous waste, yard waste and other activities will continue at the location. Once the landfill is closed, the County will maintain and monitor the site for 30 years. A separate project for the closure has been created for the closure requirements. The project activities will be supported from landfill closure funding accumulated in a separate escrow account.

Strategic Initiative

N/A

Financial Summary

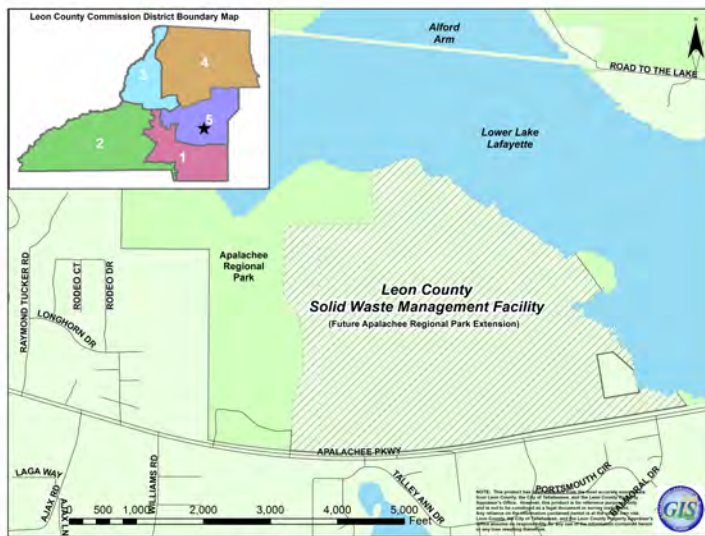
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 401 Solid Waste | 1,598,965 | 156,181 | 0 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 100,000 | 1,855,146 |
| | <u>1,598,965</u> | <u>156,181</u> | <u>0</u> | <u>20,000</u> | <u>20,000</u> | <u>20,000</u> | <u>20,000</u> | <u>20,000</u> | <u>100,000</u> | <u>1,855,146</u> |

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403.706 - governs closure and post closure of landfills
 Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell
 Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Stormwater and Flood Relief

| | | | |
|---------------|-----------------------------|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 091009 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | New Project | Strategic Initiative: | |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County's stormwater maintenance program protects citizens and the environment by improving water quality and minimizing flooding. Consistent with County policy, the Comprehensive Plan, state law, and the requirements of the County's federal National Pollutant Discharge Elimination System (NPDES) permit, Leon County conducts a variety of stormwater projects to improve existing stormwater management facilities' treatment capacities or volumes for rate control; enhance inflow, outfall, or discharge systems' conveyance capacities; and provide for erosion control. However, even with proper maintenance, given the limited resources of the County, there are long-standing localized flooding problems that do not have funding programmed. Initial funding in this category is recommended to fix a long-standing flooding issue occurring on Benjamin Chaires Road. 2,000 linear feet along Benjamin Chaires Road overtops during high volume flooding events preventing access by residents and emergency vehicles. To eliminate the flooding, this project would elevate the roadway. Preliminary cost estimates are approximately \$515,000 (\$115,000 design, \$400,000 construction). The L.I.F.E. policy provides that projects costs should be limited to \$250,000; however, the policy also provides for larger projects in excess of \$250,000 to be funded under L.I.F.E. subject to Board approval during the annual budget process. Additional projects will continue to be identified for future funding.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 352 Sales Tax - Extension | 0 | 0 | 0 | 0 | 0 | 0 | 115,000 | 400,000 | 515,000 | 515,000 |
| 2020 JPA Agreement | 0 | 0 | 0 | 0 | 0 | 0 | 115,000 | 400,000 | 515,000 | 515,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Longview Drive Sinkhole

| | | | |
|---------------|-----------------------------|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 063011 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | New Project | Strategic Initiative: | EN1 |

Project Description/Justification

In December of 2018 a sink hole opened in a County stormwater facility on Longview Drive. Since that time, the County took immediate steps to ensure the safety of the road by engaging a consulting firm to perform a geotechnical analysis. The consulting firm concluded that there is no threat to the integrity of the road. However, the sinkhole must be isolated to prevent stormwater, meant to be contained in the pond, from discharging directly to the aquifer. In FY 2019, a preliminary engineering analysis estimates a cost of \$500,000 to cap the sinkhole.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 0 | 500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500,000 |
| | <u>0</u> | <u>500,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>500,000</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Longwood Outfall Retrofit

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062004** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN1, Q3**

Project Description/Justification

This project is for the improvement of erosion and localized flooding downstream in the Longwood Subdivision in west Leon County. The flow way will be graded to increase stormwater flow attenuation, stabilized to reduce erosion from peak flows, and planted with vegetation to improve water quality treatment and enhance the natural channel.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 309 Sales Tax - Extension | 2,044 | 223,345 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 225,389 |
| | <u>2,044</u> | <u>223,345</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>225,389</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

NE Lake Munson Septic to Sewer

| | | | |
|---------------|--|----------------------------|-----------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 062008 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN1, EN2 |

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will provide the design and construction of the central sewer collection system for Yon's Lakeside Estates and Idlewild neighborhoods. This will include lift stations, service connection to approximately 263 single family residences and commercial properties, removal of septic tank systems, and the transmission system connecting to the City of Tallahassee's sewer system. This project is funded by a \$2,750,000 grant from the Florida Department of Environmental Protection (FDEP), with match funding of \$2,750,000 from the County. The project will eliminate the onsite systems which will result in a significant reduction in nutrient load leaching into the Florida aquifer in the Wakulla Springs contribution area. Pursuant to the preliminary project schedule, the final engineering design and permitting work should be completed by January 2020. Construction is anticipated to begin in April 2020.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 0 | 2,750,000 | 188,703 | 0 | 0 | 0 | 0 | 0 | 0 | 2,750,000 |
| 305 Capital Improvements | 0 | 2,750,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,750,000 |
| | <u>0</u> | <u>5,500,000</u> | <u>188,703</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>5,500,000</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Pedrick Pond Stormwater Improvements

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 045007 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: EN2, Q1 |

Project Description/Justification

This project is for elevating two portions of the existing walking trail that are inundated by water from higher pond stages. The high water level prevents citizens from walking around the entire perimeter of the facility because a portion of sidewalk along Pedrick Road is inundated and rendered unusable during these events. The boardwalk has been raised to prevent the walking trail from flooding during higher pond stages. The remaining portion of this project includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf. Work is estimated to be complete in FY 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 217,015 | 30,902 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 247,917 |
| | <u>217,015</u> | <u>30,902</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>247,917</u> |

Policy/Comprehensive Plan Information

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

Operating Budget Impact

The main operating impacts are anticipated to be related to mowing and will be covered by the existing Facilities Management operating budget.



Pedrick Pond

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Permit & Enforcement Tracking System

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076015** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for Accela licensing fees and system updates for the Permit and Enforcement & Tracking System (PETS). The web-based PETS system with Accela replaced the County's previous Accela permitting system in FY 2017. The licensing costs are \$150,000 annually. New FY 2020 activities include \$75,000 for the Project Dox upgrade and integration to Accela; \$225,000 for continued Accela consulting services to improve system processes in coordination with DSEM work process improvements to achieve the County's goal/priority to reduce the number of days to issue a single family permit.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 734,445 | 270,284 | 248,627 | 450,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,450,000 | 2,454,729 |
| | <u>734,445</u> | <u>270,284</u> | <u>248,627</u> | <u>450,000</u> | <u>250,000</u> | <u>250,000</u> | <u>250,000</u> | <u>250,000</u> | <u>1,450,000</u> | <u>2,454,729</u> |

Policy/Comprehensive Plan Information

Interlocal Agreement with City of Tallahassee (Amended October 17, 2003 and May 29, 2015)

Permit Enforcement and Tracking System Interlocal Agreement with the City (1993)

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Rural Waste Vehicle and Equipment Replacement

| | |
|---|---------------------------------------|
| Dept/Div: Fleet Management | Comp Plan CIE Project: N/A |
| Project #: 036033 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: EN3 |

Project Description/Justification

This project is for the replacement of Rural Waste Services Center vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 401 Solid Waste | 618,183 | 513,565 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,131,748 |
| | 618,183 | 513,565 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,131,748 |

Policy/Comprehensive Plan Information

Florida Statutes Chapter 62-701.500(11): Requires Landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns.

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Solid Waste Facility Heavy Equipment & Vehicle Replacement

Dept/Div: **Fleet Management**
 Project #: **036003**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of landfill vehicles and equipment. On May 12, 2015, the Board approved the landfill closure. The closure of the facility is in process. The future vehicle needs of the landfill will be determined and the out years adjusted accordingly; however, mowing of the closed cells is required by the landfill permit requiring adequate mowing equipment. It is estimated that the vehicles/equipment being replaced will generate \$2,000 in surplus sales. The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|---------------------------------|------------------------|--------------|---------------|---------------------|----------------------------|
| Solid Waste Management Facility | 2012 Grasshopper Mower | 322 | \$12,938 | \$1,003 | \$15,000 |

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 401 Solid Waste | 4,171,263 | 31,000 | 714 | 15,000 | 388,000 | 0 | 40,000 | 40,000 | 483,000 | 4,685,263 |
| | 4,171,263 | 31,000 | 714 | 15,000 | 388,000 | 0 | 40,000 | 40,000 | 483,000 | 4,685,263 |

Policy/Comprehensive Plan Information

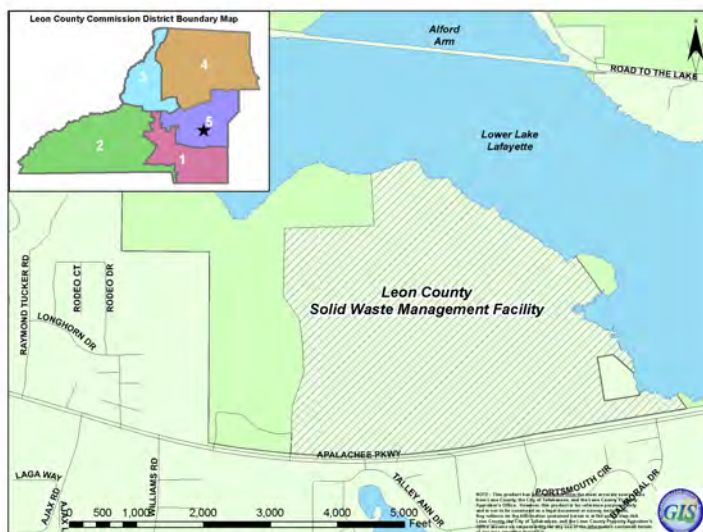
Florida Statutes Chapter 62-701.500(11) - requires landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

*Will be replaced with Hybrid, Alternative Fuel, or Other "Clean" Vehicle

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Stormwater Infrastructure Preventative Maintenance

Dept/Div: **Engineering Services**
 Project #: **067006**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1**

Project Description/Justification

This project provides a means for replacement of major cross drains that are beyond the realm of maintenance activity due to size, location and cost. As part of the stormwater requirements for the County's Non Point Discharge Elimination System (NPDES) permit, an inventory and inspection of the major stormwater systems in unincorporated Leon County is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure. An annual budget of \$300,000 is established for this repair program.

This project was recommended as a result of heavy rain events in April 2016. The heavy rainfall caused open metal culverts to fail on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made, however, due to these culverts having reached their life expectancy of more than 30 years; it is recommended that they be replaced. The engineering design and permits were completed in 2018. The estimated project construction cost is \$924,805. The construction bid will be advertised in Winter 2019 and the actual construction work should be completed by the end of 2020.

The next priority projects are to address failing culverts under Old Plank Road at the Chicken Branch Crossing, Veterans Memorial Drive, and Kinhega Drive; and to replace drainage pipes at the Crowder Road Boat Landing. Old Plank Road at the Chicken Branch Crossing is currently under design. Veterans Memorial Drive and Kinhega Drive are complete. Crowder Road Boat Landing Drainage Pipe Replacement is under design with construction in FY 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 8,621 | 1,341,379 | 348,330 | 0 | 0 | 0 | 0 | 0 | 0 | 1,350,000 |
| 306 Transportation Improvements | 0 | 0 | 0 | 200,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,400,000 | 1,400,000 |
| | <u>8,621</u> | <u>1,341,379</u> | <u>348,330</u> | <u>200,000</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> | <u>1,400,000</u> | <u>2,750,000</u> |

Policy/Comprehensive Plan Information

Stormwater Management Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

Operating Budget Impact

N/A



Stormwater Infrastructure Preventive Maintenance

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Stormwater Pond Repairs

| | | | |
|---------------|----------------------------------|----------------------------|------------|
| Dept/Div: | Public Works - Operations | Comp Plan CIE Project: | N/A |
| Project #: | 066026 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | EN1 |

Project Description/Justification

This project provides funding for the planned repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems which have deteriorated and may not function at optimal levels during large rainfall events.

These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding. Funding in the amount of \$100,000 is programmed for the next five years for these repairs.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 1,250,796 | 157,693 | 113,034 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 | 1,908,489 |
| | <u>1,250,796</u> | <u>157,693</u> | <u>113,034</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>500,000</u> | <u>1,908,489</u> |

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
 State Water Policy, Florida Administrative Code Chapter 62, Rule 62-40.432(2)(c)
 Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Stormwater Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **026004**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q3**

Project Description/Justification

This project is for the replacement of stormwater vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate \$39,400 in surplus sales. The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|-------------|----------------------------|--------------|---------------|---------------------|----------------------------|
| Operations | 1985 Murray Water Pump | 557 | \$14,945 | \$14,169 | \$65,000 |
| Operations | 2007 Mack 14 Yd Dump Truck | 83,981 | \$113,967 | \$63,892 | \$180,000 |
| Operations | 2012 Anderson Trailer | N/A | \$1,482 | \$1,331 | \$10,000 |
| Engineering | Mud Buddy Boat Motor | N/A | N/A | N/A | \$12,000 |

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|------------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 7,104,196 | 282,156 | 186,209 | 267,000 | 393,000 | 1,015,000 | 528,000 | 673,000 | 2,876,000 | 10,262,352 |
| | <u>7,104,196</u> | <u>282,156</u> | <u>186,209</u> | <u>267,000</u> | <u>393,000</u> | <u>1,015,000</u> | <u>528,000</u> | <u>673,000</u> | <u>2,876,000</u> | <u>10,262,352</u> |

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Example of Stormwater Equipment

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

TMDL Compliance Activities

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 066004 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN1 |

Project Description/Justification

This project addresses the Florida Department of Environmental Protection (FDEP) and the U.S. Environmental Protection Agency (USEPA) assigned Total Maximum Daily Load (TMDL) limits to pollution entering local surface waters. The project funds activities for water bodies and watercourses where a TMDL has been adopted. Examples of proposed activities are sampling to determine load reduction or support of recommended restoration activities, and public education regarding septic tank impacts.

This project also includes the development of Basin Management Action Plans (BMAP). The TMDLs for the Upper Wakulla River, Munson Slough, and Lake Munson require BMAPs be developed among stakeholders to accomplish the necessary reductions. The stakeholders include Leon County, Florida Department of Transportation (FDOT), City of Tallahassee, Wakulla County, Florida State University, and Florida A&M University. County staff have had discussions with the City of Tallahassee, a key primary stakeholder, early in the BMAP process in an effort to narrow potential differences in allocations and foster cooperation and/or develop joint projects that benefit the environment. These discussions can culminate with Interlocal agreements committing each party to actions to achieve their allocated reduction. The County's Non-Point Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit will be amended to include the BMAP commitments. To provide data for project selection, sampling and flow dispersion studies of Lake Munson and Munson Slough will be conducted in future years dependent on BMAP requirements.

The initial phase includes evaluating and allocating the pollutant load reductions. The BMAP interlocal agreements and Lake Munson restoration efforts are anticipated to require additional monitoring of water quality and construction of additional stormwater management facilities, all of which will require some years to complete. Funds will supplement the Lake Munson Restoration Project funding (Project 062001) by funding the sediment sampling by the Florida Geologic Survey and the flow dispersion study. The Lake Munson Sediment Study is complete, identifying new pollutants of concern for FDEP TMDL consideration. Restoration plans will be developed in response to FDEP listing these additional pollutants as impaired.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 10,000 | 340,000 | 98,817 | 0 | 0 | 0 | 0 | 0 | 0 | 350,000 |
| | <u>10,000</u> | <u>340,000</u> | <u>98,817</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>350,000</u> |

Policy/Comprehensive Plan Information

The federal NPDES MS4 permit will incorporate the terms of the BMAP Interlocal agreements.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Transfer Station Heavy Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **036010**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of transfer station equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate \$48,000 in surplus sales.

The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|------------------|--------------------------|--------------|---------------|---------------------|----------------------------|
| Transfer Station | 2010 John Deere Back Hoe | 3,020 | \$145,538 | \$10,939 | \$111,545 |

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 401 Solid Waste | 3,226,261 | 126,873 | 98,228 | 111,545 | 395,000 | 165,000 | 470,000 | 470,000 | 1,611,545 | 4,964,679 |
| | <u>3,226,261</u> | <u>126,873</u> | <u>98,228</u> | <u>111,545</u> | <u>395,000</u> | <u>165,000</u> | <u>470,000</u> | <u>470,000</u> | <u>1,611,545</u> | <u>4,964,679</u> |

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403

Florida Administrative Code Rule 62-701

Florida Department of Environmental Protection Operating Permit - requires sufficient equipment, including backup equipment, to promptly remove the waste from the tip floor each day, on a first in, first out basis. No waste is allowed on the tip floor overnight.

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Transfer Station Heavy Equipment Replacement

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Transfer Station Improvements

| | |
|---|---------------------------------------|
| Dept/Div: Solid Waste | Comp Plan CIE Project: N/A |
| Project #: 036023 | Capital Improvement: N/A |
| Service Type: Physical Environment | Level of Service Standard: N/A |
| Status: Existing Project | Strategic Initiative: EN3 |

Project Description/Justification

This project provides funds for ongoing maintenance and repairs of the buildings and grounds at the Gum Road Transfer Station. Transfer Station improvements will be designed by Public Works Engineering or the Division's environmental compliance consultant as appropriate. This funding is for general improvements and maintenance of the facility.

Strategic Initiative

N/A

Financial Summary

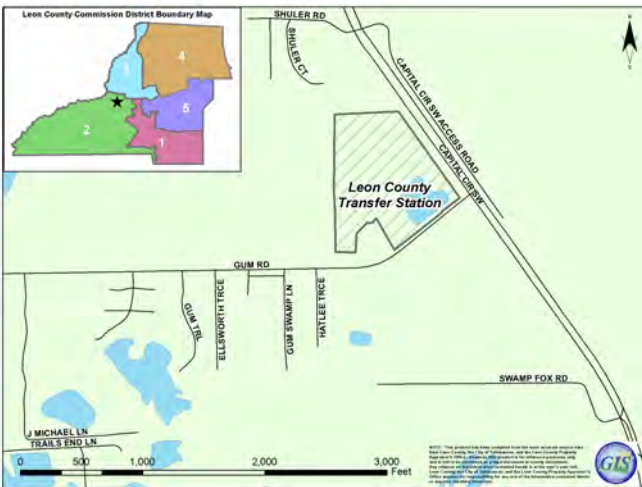
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|-----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 401 Solid Waste | 1,118,299 | 739,980 | 6,698 | 150,852 | 150,852 | 150,852 | 150,852 | 150,852 | 754,260 | 2,612,539 |
| | <u>1,118,299</u> | <u>739,980</u> | <u>6,698</u> | <u>150,852</u> | <u>150,852</u> | <u>150,852</u> | <u>150,852</u> | <u>150,852</u> | <u>754,260</u> | <u>2,612,539</u> |

Policy/Comprehensive Plan Information

This project allows the county to meet the Objectives and Level of Service Standard in the Solid Waste sub-element of the comp plan; Goals & Objectives: Objective 1.4 meets the requirements of Rule 9J-5.011. LOS is defined in Policy 1.5.1 [SW].

Operating Budget Impact

N/A



Leon County Transfer Station

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Westside Stormwater

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 062005 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | Yes |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN2 |

Project Description/Justification

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

This project is for remapping the Federal Emergency Management Flood Insurance Rate Maps for the Target Planning Area and the west Gum Creek Tributary. The remapping follows completion of the Capital Circle NW project due to its substantial influence on drainage.

The Westside Stormwater model contract was awarded in FY 2018. The model and report were completed in May 2019. Map adoption will coincide with the Northwest Florida Water Management District effort in May 2020. The final overall model will be used for design activities to resolve flooding in the Gum Road Target Area.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 309 Sales Tax - Extension | 12,962 | 400,000 | 157,358 | 0 | 0 | 0 | 0 | 0 | 0 | 412,962 |
| | <u>12,962</u> | <u>400,000</u> | <u>157,358</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>412,962</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information, local government shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Woodside Heights Sewer Project - FDEP

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **061003** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN1, EN2**

Project Description/Justification

This project funds the septic tank to sewer conversion in the Woodside Heights subdivision (approximately 200 homes) of the Lake Munson Target Area. Woodside Heights is the Primary Focus Area #1 in the Wakulla Springs Basin Management Action Plan, a key area for septic tank phase out to assist in the Wakulla Springs recovery. Funding in the amount of \$2.3 million for Woodside Heights was funded by a grant from the Florida Department of Environmental Protection (FDEP), Springs Restoration program and required 50% matching funds from the County. The total \$5,419,028 in grant and matching funds will fund the design and construction of central sewer lines, connection to homes, and removal of septic tanks from the homes.

A portion (\$1,991,449) of the grant match for this project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits from its 80% share of the Sales Tax Extension dedicated to the agency.

Construction started in June 2018 and is anticipated for completion in FY 2020.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016 13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 2,868,731 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,868,731 |
| 305 Capital Improvements | 0 | 1,100,000 | 541,077 | 0 | 0 | 0 | 0 | 0 | 0 | 1,100,000 |
| 309 Sales Tax - Extension | 44,330 | 1,986,268 | 602,531 | 0 | 0 | 0 | 0 | 0 | 0 | 2,030,598 |
| | <u>2,913,061</u> | <u>3,086,268</u> | <u>1,143,608</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>5,999,329</u> |

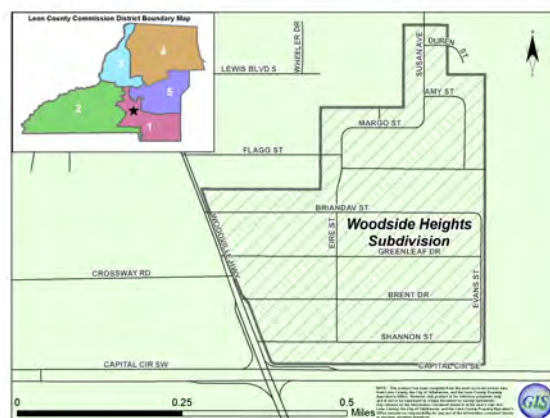
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Woodville Sewer Project

| | | | |
|---------------|--|----------------------------|-----------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 062003 | Capital Improvement: | N/A |
| Service Type: | Physical Environment | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EN1, EN2 |

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will provide the design of the central sanitary sewer collection system in the northern half of the Woodville Rural Community, the design of the transmission system connecting to the City of Tallahassee's system and the purchase of the required lift station sites. An estimated 1,000 septic tanks will be removed as part of this project. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by designing central sewer for the Woodville Rural Community. This is a 50/50 grant match funded project with the match funding being provided by the County. Subsequent funding will be pursued for construction of the collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The Actual design started in February 2019. Pursuant to the preliminary project schedule, the final design should be completed in January 2021.

The Florida Department of Environmental Protection anticipates being able to provide Leon County additional grant funding to complete the construction of the central sanitary sewer collection system. Out year funding in FY 2023 and FY 2024 is anticipated County matching funds from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement sales tax extension projects.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

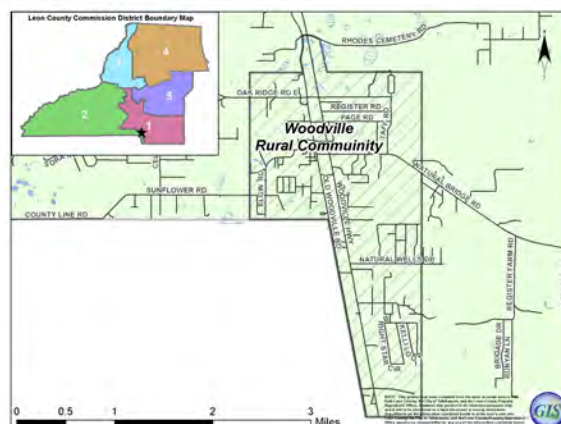
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|------------------|------------------|------------------|--------------------|
| 125 Grants | 0 | 1,500,000 | 415,338 | 0 | 0 | 0 | 0 | 0 | 0 | 1,500,000 |
| 305 Capital Improvements | 540 | 1,500,000 | 803 | 0 | 0 | 0 | 0 | 0 | 0 | 1,500,540 |
| 352 Sales Tax - Extension 2020 JPA Agreement | 0 | 0 | 0 | 0 | 0 | 0 | 2,125,000 | 2,125,000 | 4,250,000 | 4,250,000 |
| | <u>540</u> | <u>3,000,000</u> | <u>416,141</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>2,125,000</u> | <u>2,125,000</u> | <u>4,250,000</u> | <u>7,250,540</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, Woodville Rural Community . . ." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Transportation

Overview

The Transportation section contains capital improvement projects designed to facilitate the provision of services in the Leon County Transportation Program. Major Transportation capital projects funded in FY 2020 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Maylor Road Improvements, Community Safety & Mobility, Open Graded Hot Mix Maintenance & Resurfacing, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.8 illustrates 44% or (\$3,658,708) of the Gas Tax (Fund 306) funds the FY 2020 transportation budget. The Sales Tax Extension (Fund 351) funds 41% (\$3,402,900) and Sales Tax Extension (Fund 352) funds the remaining 15% (\$1,237,500) for L.I.F.E. projects.

Chart 25.8
FY 2020 Transportation Projects
by Funding Source

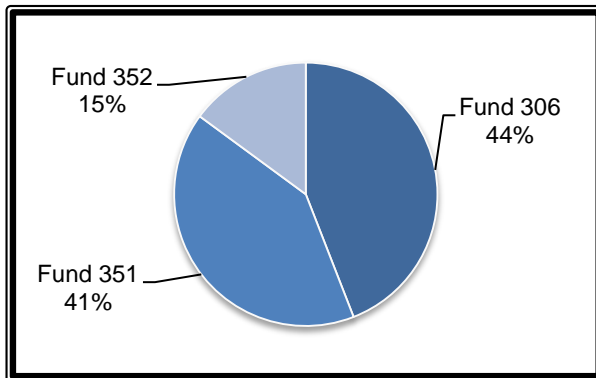
**Managing Divisions**

Table 25.13 shows Engineering Services will manage 86% of the FY 2020 Transportation capital improvement projects. Fleet Management will manage 1 project and Public Works - Operations will manage 2 projects, or the remaining 14% of the FY 2020 Transportation projects.

Table 25.13
FY 2020 Transportation Projects
by Managing Division

| Managing Division | # of Projects | FY 2020 Budget |
|---------------------------|---------------|--------------------|
| Engineering Services | 18 | \$7,134,908 |
| Public Works - Operations | 2 | \$735,200 |
| Fleet Management | 1 | \$429,000 |
| Total | 21 | \$8,299,108 |

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Transportation projects will have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.14 Transportation Operating Budget Impacts

| Project | Project # | FY 2020 Estimate | FY 2021 Estimate | FY 2022 Estimate | FY 2023 Estimate | FY 2024 Estimate |
|------------------------|-----------|------------------|------------------|------------------|------------------|------------------|
| Street Lights Programs | 057013 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 |
| Total | | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 |

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Transportation Index

| Page | Project | # | FY 2018 Life to Date | FY 2019 Adj Budget | FY 2020 Budget | FY20-FY24 Total | Project Total |
|-----------------------------|---|--------|-------------------------|-----------------------|--------------------|---------------------|----------------------|
| 25-114 | 2/3rds Tower Oaks Private Road Paving | 057917 | 14,673 | 580,148 | - | - | 594,821 |
| 25-115 | Arterial & Collector Roads Pavement Markings | 026015 | 1,015,408 | 171,435 | 135,200 | 676,000 | 1,862,843 |
| 25-116 | Arterial/Collector and Local Road Resurfacing | 056001 | 43,942,949 | 3,520,350 | 2,802,900 | 17,666,050 | 65,129,349 |
| 25-117 | Community Safety & Mobility | 056005 | 8,681,918 | 1,453,274 | - | - | 10,135,192 |
| 25-118 | Intersection and Safety Improvements | 057001 | 8,672,697 | 4,442,028 | 345,850 | 2,345,850 | 15,460,575 |
| 25-119 | L.I.F.E. 2/3 Match Program | 091008 | - | - | - | 100,000 | 100,000 |
| 25-120 | L.I.F.E. Rural Road Safety Stabilization | 091003 | - | - | 175,000 | 925,000 | 925,000 |
| 25-121 | L.I.F.E. Street Lighting | 091005 | - | - | 125,000 | 625,000 | 625,000 |
| 25-122 | Magnolia Drive Multi-Use Trail | 055010 | 2,995,024 | 5,537,504 | - | - | 8,532,528 |
| 25-123 | Maylor Road Accessibility/Stormwater Improvements | 065005 | - | - | 481,250 | 3,220,750 | 3,220,750 |
| 25-124 | N. Florida Fairgrounds Road Milling and Resurfacing | 051009 | - | - | - | 220,000 | 220,000 |
| 25-125 | Old Bainbridge Road Safety Improvements | 053007 | - | 525,071 | - | - | 525,071 |
| 25-126 | Open Graded Hot Mix Maintenance and Resurfacing | 026006 | 13,847,218 | 1,428,503 | 600,000 | 3,000,000 | 18,275,721 |
| 25-127 | Public Works Design and Engineering Services | 056011 | 350,060 | 100,000 | 100,000 | 500,000 | 950,060 |
| 25-128 | Public Works Vehicle & Equipment Replacement | 026005 | 11,217,887 | 1,295,602 | 429,000 | 3,923,000 | 16,436,489 |
| 25-129 | Sidewalk Program | 056013 | 3,258,016 | 4,244,076 | 1,484,908 | 12,071,166 | 19,573,258 |
| 25-130 | Smith Creek Bike Lane Phase I | 052004 | - | 110,000 | - | - | 110,000 |
| 25-131 | Smith Creek Bike Lane Phase II | 052005 | - | 134,205 | - | - | 134,205 |
| 25-132 | Springhill Road Bridge Rehabilitation | 051008 | - | 350,500 | - | - | 350,500 |
| 25-133 | Street Lights Program - Unincorporated Areas | 057013 | 37,066 | 337,934 | - | - | 375,000 |
| 25-134 | Transportation and Stormwater Improvements | 056010 | 838,938 | 4,005,556 | 1,620,000 | 4,144,500 | 8,988,994 |
| Transportation Total | | | \$94,871,854 | \$28,236,186 | \$8,299,108 | \$49,417,316 | \$172,525,356 |

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

2/3rds Tower Oaks Private Road Paving

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 057917 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: Q3 |

Project Description/Justification

This project is for upgrades to the existing roads and replacement of the existing sidewalks, together with improvements to the stormwater control and drainage system associated with the roads in the Tower Oaks Subdivision, an 81 lot single family residential subdivision located in northwest Leon County along the north side of Tower Road. Design was completed in FY 2019. Utility coordination and the resolution of easement/right of way encroachments will continue in FY 2020. One hundred percent (100%) of all right way that is needed for the project must be donated to the County before the County can commence construction of the improvements.

The initial cost estimate for the improvements is \$594,821, which will ultimately be borne by property owners through a special assessment upon those abutting parcels that are determined by the County to receive a special benefit from the improvements. The County will advance fund the cost of the project, once the project is complete a special assessment will be levied, which will allow the property owners to pay for the improvements over a period of time.

Strategic Initiative

N/A

Financial Summary

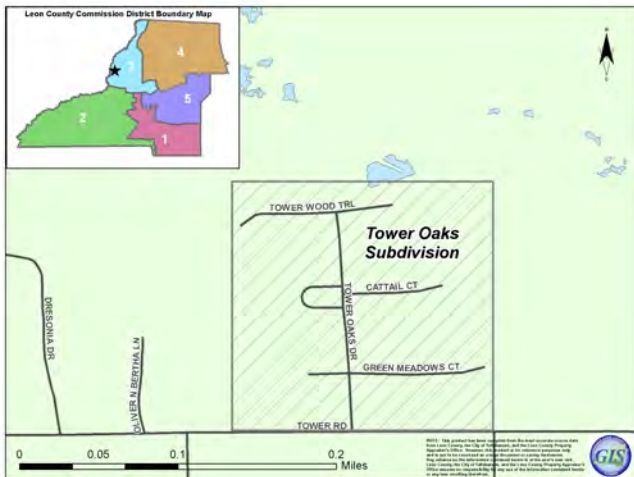
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 14,673 | 580,148 | 44,376 | 0 | 0 | 0 | 0 | 0 | 0 | 594,821 |
| | 14,673 | 580,148 | 44,376 | 0 | 0 | 0 | 0 | 0 | 0 | 594,821 |

Policy/Comprehensive Plan Information

Pursuant to Chapter 16, Article II of the Code of Laws of Leon County, entitled "Improvements to Roads," the County received requests for road improvements from the owners of not less than two-thirds (67%) of the parcels in the Tower Oaks Subdivision.

Operating Budget Impact

N/A



Private Road Paving

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Arterial & Collector Roads Pavement Markings

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **026015** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project allows for the refurbishing of long line thermoplastic on the County's Arterial and Collector Road System. Due to annual resurfacing and reconstruction projects, the number of roads with thermoplastic markings has increased substantially.

Public Works has increased refurbishing pavement markings on approximately 10 miles of arterial and collector roads annually. This change allows for refurbishing of aging thermoplastic markings in a more timely manner and improves the coordination between asphalt resurfacing and thermoplastic refurbishing activities.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 306 Transportation | 1,015,408 | 171,435 | 0 | 135,200 | 135,200 | 135,200 | 135,200 | 135,200 | 676,000 | 1,862,843 |
| | 1,015,408 | 171,435 | 0 | 135,200 | 135,200 | 135,200 | 135,200 | 135,200 | 676,000 | 1,862,843 |

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A



Roads Pavement Markings

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Arterial/Collector and Local Road Resurfacing

Dept/Div: **Engineering Services**
 Project #: **056001**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2**

Project Description/Justification

This project is for the annual resurfacing of part of the County's arterial/collector road and local road systems.

The County is responsible for the general superintendence and control of the County roads and structures. There are approximately 252 miles of arterial/collector roads in the County system in addition to approximately 340 miles of local roads. At this funding level, it can be expected that all arterial/collector roads will be resurfaced on a 25 year frequency while the local roads will be resurfaced based on the condition ratings and available funding each year.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding will shift to the County's 10% share of the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|------------------|------------------|------------------|------------------|------------------|-------------------|--------------------|
| 306 Trans. Improvements | 816,081 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 816,081 |
| 308 Sales Tax | 27,559,211 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 27,559,211 |
| 309 Sales Tax - Extension | 15,567,657 | 3,520,350 | 983,627 | 0 | 0 | 0 | 0 | 0 | 0 | 19,088,007 |
| 351 Sales Tax - Extension | 0 | 0 | 0 | 2,802,900 | 3,574,000 | 3,667,100 | 3,762,100 | 3,859,950 | 17,666,050 | 17,666,050 |
| | <u>43,942,949</u> | <u>3,520,350</u> | <u>983,627</u> | <u>2,802,900</u> | <u>3,574,000</u> | <u>3,667,100</u> | <u>3,762,100</u> | <u>3,859,950</u> | <u>17,666,050</u> | <u>65,129,349</u> |

Policy/Comprehensive Plan Information

Florida Statute 336.02 - Responsibility for County road systems and structures within the County's jurisdiction.

Operating Budget Impact

N/A



Local Road Resurfacing

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Community Safety & Mobility

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **056005** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks, bikeways, and traffic calming devices. Upon special approval from the Board, it can also be used to acquire rights-of-way necessary for the construction of these facilities. On May 12, 2015, the Board approved the revised Sidewalk Eligibility Criteria and Implementation Policy and the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists.

Current funding for this project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. Future funding for this program will shift to the Sidewalk Program capital project on page 25-133, which is funded by the 2nd Sales Tax Extension (Blueprint2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 36,221 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 36,221 |
| 306 Transportation | 479,705 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 479,705 |
| 308 Sales Tax | 1,053,999 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,053,999 |
| 309 Sales Tax - Extension | 7,111,993 | 1,453,274 | 161,378 | 0 | 0 | 0 | 0 | 0 | 0 | 8,565,267 |
| | 8,681,918 | 1,453,274 | 161,378 | 0 | 0 | 0 | 0 | 0 | 0 | 10,135,192 |

Policy/Comprehensive Plan Information

Tallahassee/Leon County Comprehensive Plan
 Blue Print 2000
 Tallahassee/Leon County Bicycle and Pedestrian Master Plan
 Leon County School Board's "Safe Ways to School" Projects
 Sidewalk Eligibility Criteria and Implementation Policy

Operating Budget Impact

Sidewalks in residential areas tend to be maintained by the homeowners abutting sidewalks. Most rural sidewalk locations do not require a high standard of maintenance. Repairs to damaged sidewalk sections should be minimal.



Construction of sidewalk for Community Safety & Mobility

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Intersection and Safety Improvements

| | | | |
|---------------|-----------------------------|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 057001 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | EC1 |

Project Description/Justification

This project is for the improvement of intersections throughout the County in order to maintain safe and efficient operations. Intersection improvements can also have significant impacts on the capacity of road sections as it relates to concurrency management. This project funds intersection improvements according to a prioritized list approved by the Board in 2000. Annually, County intersections are assessed and recommendations are made to the Board for improvements. Occasionally, projects can be coordinated with improvements being performed by other governmental agencies such as the Florida Department of Transportation (FDOT) and the City of Tallahassee to reduce the long-term costs to the County. Intersection improvements that have significant costs or other impacts are typically established as an independent project and are not included in this project.

Intersection improvements currently in design:

Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, Harpers Ferry/Centerville

Future intersection improvements to be addressed in response to concurrency requirements:

Old Bainbridge/Capital Circle NW

Intersection improvements completed:

Rhoden Cove/Meridian, Geddie & US 90, Aeon Church & SR 20, Medallion Way/Buck Lake Road, Geddie & SR 20 Signalization, Dempsey Mayo Road/Emerald Chase

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding will shift to the County's 10% share of the 2nd Sales Tax Extension (Blueprint 2020) in January 2020. Project delivery is subject to funding availability.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 125 Grants | 369,139 | 13,121 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 382,260 |
| 306 Transportation | 451,465 | 0 | 0 | 345,850 | 0 | 0 | 0 | 0 | 345,850 | 797,315 |
| 308 Sales Tax | 7,679,380 | 4,428,907 | 1,831 | 0 | 0 | 0 | 0 | 0 | 0 | 12,108,287 |
| 309 Sales Tax - Extension | 172,713 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 172,713 |
| 351 Sales Tax - Extension 2020 | 0 | 0 | 0 | 0 | 500,000 | 500,000 | 500,000 | 500,000 | 2,000,000 | 2,000,000 |
| | <u>8,672,697</u> | <u>4,442,028</u> | <u>1,831</u> | <u>345,850</u> | <u>500,000</u> | <u>500,000</u> | <u>500,000</u> | <u>500,000</u> | <u>2,345,850</u> | <u>15,460,575</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute 336.02 - Responsibility for county road systems and structures within the county's jurisdiction.

Operating Budget Impact

Operating impacts are for the maintenance of new signals by the City of Tallahassee under the existing interlocal agreement. These costs are addressed in Public Works - Operations operating budget. Pavement enhancements at intersections are negligible additions to the pavement maintenance program. Any associated stormwater treatment facilities maintenance costs are budgeted in the operating budget of the Division of Operations.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. 2/3 Match Program

| | | | |
|---------------|-----------------------------|----------------------------|---------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 091008 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | New Project | Strategic Initiative: | Q5, Q6 |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The County's 2/3 Roadway Improvement Program provides a mechanism through which Leon County, working in conjunction with local neighborhoods, can assist property owners residing on private roads and in private neighborhoods with the design, construction and financing of infrastructure improvements, such as roads and stormwater drainage facilities. In doing so, the County fronts the costs associated with the infrastructure improvements and allows residents to repay the County over time through a special assessment levied on the property taxes. A completed project brings infrastructure up to County standards, and in addition, the County takes over maintenance into perpetuity.

The 2/3 program requires that two-thirds of the owners of two-thirds of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties.

The L.I.F.E. Policy provides specific eligibility criteria for project assistance under the 2/3 Program, which includes a sliding scale based on income level to determine the County's financial contribution to repair or resurface a private road. Funding is set aside as a matching program for eligible projects.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|---------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 352 Sales Tax - Extension | 0 | 0 | 0 | 0 | 0 | 0 | 100,000 | 0 | 100,000 | 100,000 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 100,000 | 0 | 100,000 | 100,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Rural Road Safety Stabilization

| | | | |
|---------------|-----------------------------|----------------------------|---------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 091003 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | New Project | Strategic Initiative: | Q5, Q6 |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The unincorporated area of Leon County contains over 350 miles of private dirt roads encompassing various segments that are not properly maintained. While road conditions often deteriorate over time without maintenance, in certain situations dirt roads have deteriorated to the point of causing safety concerns for emergency vehicles with limited accessibility due to washed-out roads with unstable sand/clay, impassable depths, or wheel-path width. Extreme weather and climate conditions such as recent hurricanes, tropical storms, torrential rains, and prolonged periods without rain each accelerate the unique challenges in navigating dirt roads when they are not adequately maintained.

During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. To be eligible for a Rural Road Improvement project, 60% of the property owners abutting the rural road proposed for improvement must be deemed to be a low-income household. Property owners abutting the project area will be required to complete a Household Income Certification form as part of the application process for purposes of income verification.

The Board approved allocation of \$175,000 for FY 2020 through FY 2022 (and increasing to \$200,000 in FY 2023 and FY 2024) for a total of almost \$1.0 million in L.I.F.E. funding over a five-year period. Based on a review by Public Works Engineering staff, many of these dirt roads are less than a mile in length. Given the funding allocation, staff anticipates stabilizing three to four miles a year or approximately 15 to 20 miles over the five-year period. Due to funding availability, the program will only provide a one-time improvement within a specific project boundary. This program is specifically tailored to utilize in-house resources at Public Works to repair unsafe dirt roads as it would not be feasible to resurface privately owned paved roads throughout the County. The County will begin accepting requests for the L.I.F.E. Rural Road Safety Stabilization Program in the fall of 2019, with improvements anticipated to begin in January 2020.

Strategic Initiative

N/A

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|---------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 352 Sales Tax - Extension | 0 | 0 | 0 | 175,000 | 175,000 | 175,000 | 175,000 | 175,000 | 875,000 | 875,000 |
| 2020 JPA Agreement | 0 | 0 | 0 | 175,000 | 175,000 | 175,000 | 175,000 | 175,000 | 875,000 | 875,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Street Lighting

| | | | |
|---------------|-----------------------------|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 091005 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | New Project | Strategic Initiative: | Q3 |

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Over the past several years, the County has seen a continued rise in citizen requests for street lights in unincorporated areas. To maximize the benefit of the County's limited resources and enhance public safety through increased visibility for both drivers and pedestrians, in 2017 the Board adopted Policy No. 17-2, "Street Lighting Eligibility Criteria and Implementation" which provides specific criteria for the placement of street lights in the unincorporated area on County roads and intersections. The street lighting program is currently funded at \$125,000 per year in the County's five-year Capital Improvement Program, which supports approximately three to four street lighting projects per year. Beginning in FY 2020, funding for the County's street lighting program will be supported through L.I.F.E. funded at \$125,000 per year. Specific street lighting projects continue to be developed consistent with the policy, and a status report is provided to the Board annually of proposed projects as part of the L.I.F.E. CIP.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|---|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 352 Sales Tax - Extension 2020 JPA Agreement | 0 | 0 | 0 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 625,000 | 625,000 |
| | 0 | 0 | 0 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 625,000 | 625,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Magnolia Drive Multi-Use Trail

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 055010 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: Q5, Q6 |

Project Description/Justification

This project is for the implementation of the Magnolia Drive Multiuse Trail. Magnolia Drive is a County-maintained major collector roadway, which the County is responsible for construction of sidewalk improvements. The roadway is also a key pedestrian and bicycle corridor listed in the Regional Mobility Plan as well as the Safe Routes to School document. This project will be completed in seven phases. Based on the citizen's input, the Intergovernmental Agency (Blueprint) approved the modified design approach, multi-use trail typical section and underground electric. Some of the phases will be combined for construction, however construction may not occur sequentially.

With the exception of Phase 6, all projects are currently under design for underground electric and a redesign of the multi-use trail.

- Phase 1 - South Meridian Road to Pontiac Drive
- Phase 2A - Pontiac Drive to east of Alban Avenue (includes Traffic Signal installation at Jim Lee Road and Magnolia Drive)
- Phase 2B - East of Alban Avenue to Diamond Street
- Phase 3 - Diamond Street to Apalachee Parkway
- Phase 4 - Multiuse Trail from South Meridian Road to South Monroe Street
- Phase 5 - (combined with Phase 3) Continuation of Multiuse Trail from Chowkeebin Nene to Apalachee Parkway
- Phase 6 - Streetscape from South Monroe to South Adams - sidewalks on both sides (Completed in Fall 2017)

Strategic Initiative

N/A

Financial Summary

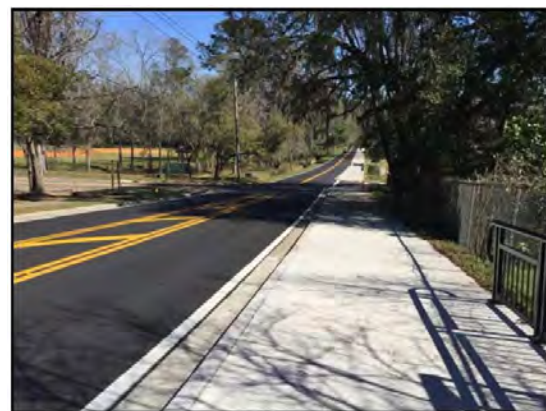
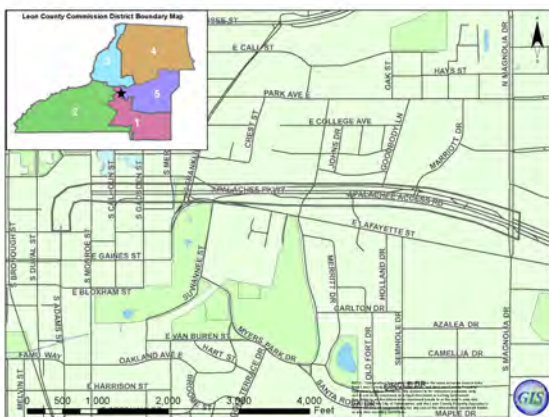
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 2,830,950 | 5,338,174 | 95,680 | 0 | 0 | 0 | 0 | 0 | 0 | 8,169,124 |
| 309 Sales Tax - Extension | 164,074 | 199,330 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 363,404 |
| | 2,995,024 | 5,537,504 | 95,680 | 0 | 0 | 0 | 0 | 0 | 0 | 8,532,528 |

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Magnolia Drive near South Meridian Road

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Maylor Road Accessibility/Stormwater Improvements

| | |
|---------------------------------------|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 065005 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: Q3 |

Project Description/Justification

After a series of storm events in December 2018 and January 2019, a portion of Maylor Road was overtopped by stormwater. This project is to ensure accessibility of Maylor Road based on the recorded high-water elevation and mitigate yard flooding when feasible. It is anticipated that the project will include elevating portions of the roadway and evaluating suitable areas to provide additional flood storage within the closed basin. Preliminary engineering analysis and design services will occur in FY 2020. Construction is anticipated to begin in FY 2021. This project is aligned with the Quality of Life priority providing essential public safety infrastructure (Q3).

Strategic Initiative

N/A

Financial Summary

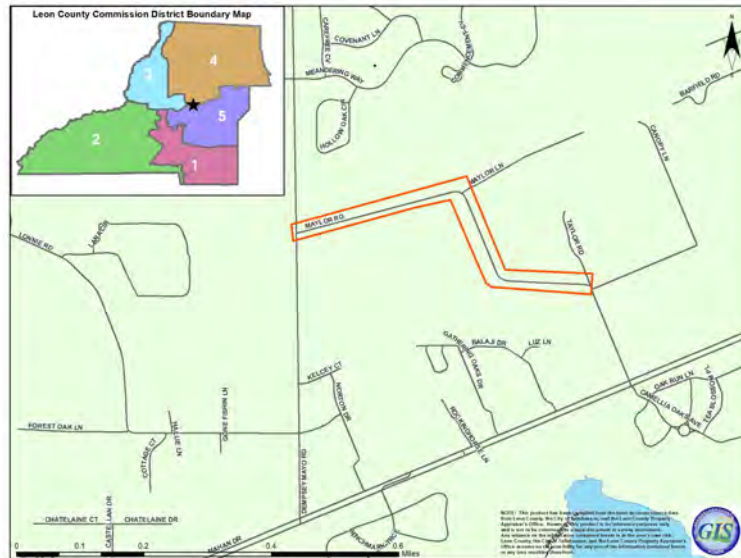
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------|-------------------------|----------------------------|-------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------------|
| 306 Transportation | 0 | 0 | 0 | 481,250 | 2,739,500 | 0 | 0 | 0 | 3,220,750 | 3,220,750 |
| | 0 | 0 | 0 | 481,250 | 2,739,500 | 0 | 0 | 0 | 3,220,750 | 3,220,750 |

Policy/Comprehensive Plan Information

This project will raise the level of Service required in the Comprehensive Plan (Policy 1.5.2)

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

N. Florida Fairgrounds Road Milling and Resurfacing

| | |
|---------------------------------------|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 051009 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: New Project | Strategic Initiative: Q3, EC1 |

Project Description/Justification

This project restores the asphalt roads inside North Florida Fairgrounds. As specified in the lease agreement with the North Florida Fairgrounds, the County is required to maintain the internal roads on the fairgrounds. The internal service roads inside the Fairground have aged after many years of service. The asphalt surface has cracks and deteriorations. In August 2016, the Fairgrounds Property Manager requested the County assist in the road repair inside the North Florida Fairgrounds. The Operations Division completed the pot hole patching work shortly after receipt of the request in 2016. Upon further inspections of the roads, it was determined that the internal roads needs to be resurfaced.

Strategic Initiative

(Q3) Provide essential public safety infrastructure and services and (EC1)to maintain the public infrastructure which supports business at the Fairgrounds.

Financial Summary

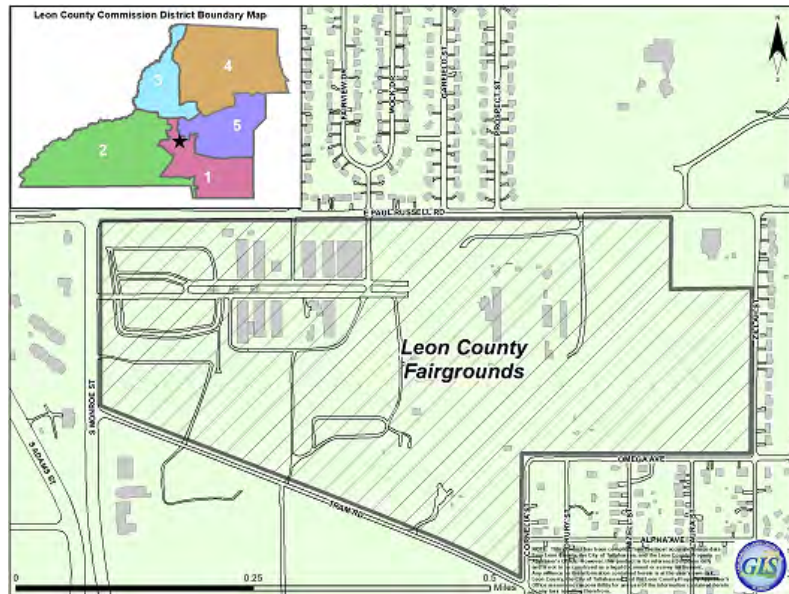
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 305 Capital Improvements | 0 | 0 | 0 | 0 | 220,000 | 0 | 0 | 0 | 220,000 | 220,000 |
| | 0 | 0 | 0 | 0 | 220,000 | 0 | 0 | 0 | 220,000 | 220,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Old Bainbridge Road Safety Improvements

| | | | |
|---------------|--|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 053007 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | Existing Project - Carryforward | Strategic Initiative: | EC1 |

Project Description/Justification

This project is for safety improvements along Old Bainbridge Road. The existing roadway is a two-lane, two-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway currently has no sidewalks, median, bike lanes, or street lighting. This project is supported by Federal Highway Administration (FHWA) Highway Safety Improvement grant funds through Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreements. The project will be completed in three segments.

The first segment addresses lane departure type crashes along Old Bainbridge Road, near the vicinity of Knots Lane. The proposed countermeasures include minor shoulder payment, new signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$54,231 was made available in FY 2017 for the design and \$130,647 in FY 2019 for construction and construction engineering inspection. The project design has been completed. Construction is anticipated for completion in Spring 2020.

The second segment covers approximately 3.7 miles of the roadway from US 27 to the Gadsden County line, which is outside the Canopy Road Protection Zone. Potential improvements include limited shoulder widening at selected sharp curves, advanced warning signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$48,750 was made available in FY 2018 for the design, and \$521,400 for construction in FY 2019. Construction is anticipated for completion in Spring 2020.

The third segment is from I-10 to Capital Circle NW. This segment of the roadway is approximately 4.1 miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms increases the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to the edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. FHWA Highway Safety Improvement grant funding of \$74,974 was made available in FY 2019 for design, and \$330,000 for construction will be budgeted upon future LAP Agreement execution. Design is anticipated for completion in Winter 2019.

Strategic Initiative

N/A

Financial Summary

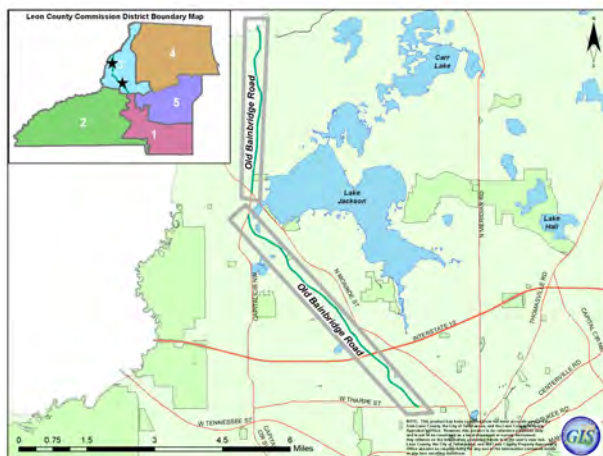
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 0 | 830,092 | 100,503 | 0 | 0 | 0 | 0 | 0 | 0 | 830,092 |
| 306 Transportation | 0 | 422,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 422,000 |
| | 0 | 1,252,092 | 100,503 | 0 | 0 | 0 | 0 | 0 | 0 | 1,252,092 |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: GOAL 1: [M] (Effective 12/15/11) MOTORIZED, BICYCLE, AND PEDESTRIAN CIRCULATION Establish and maintain a safe, convenient, energy efficient, and environmentally sound automobile, transit, bicycle and pedestrian transportation system, capable of moving people of all ages and abilities as well as goods.

Operating Budget Impact

N/A



Old Bainbridge Road Roundabout

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Open Graded Hot Mix Maintenance and Resurfacing

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **026006** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project provides funding for materials and contract services associated with asphalt maintenance on Leon County's Open Grade Mix roadways. As Open Grade Mix roads age, it can be anticipated that these older roads will require a higher degree of maintenance (i.e. patching and rejuvenation) than in recent years. It can further be anticipated that some of these roads will require resurfacing. Additionally, permitting requirements on the County's Open Grade Mix roads require that porosity within the Open Grade may be maintained by either hydro-cleaning or other maintenance methods. To meet these needs, funding is required for both routine maintenance and scheduled resurfacing of Open Grade Mix roads.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The funding will shift to the County's 10% share of the 2nd Sales Tax Extension (Blueprint2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 306 Transportation | 415,986 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 415,986 |
| 308 Sales Tax | 12,314,221 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12,314,221 |
| 309 Sales Tax - Extension | 1,117,011 | 1,428,503 | 815,873 | 0 | 0 | 0 | 0 | 0 | 0 | 2,545,514 |
| 351 Sales Tax - Extension 2020 | 0 | 0 | 0 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 3,000,000 | 3,000,000 |
| | <u>13,847,218</u> | <u>1,428,503</u> | <u>815,873</u> | <u>600,000</u> | <u>600,000</u> | <u>600,000</u> | <u>600,000</u> | <u>600,000</u> | <u>3,000,000</u> | <u>18,275,721</u> |

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A



Asphalt Road Maintenance

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Works Design and Engineering Services

Dept/Div: **Engineering Services**
 Project #: **056011**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EC1, EN1**

Project Description/Justification

This project is for the design and engineering services that occur routinely throughout the year for transportation and stormwater projects.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| 306 Transportation Improvements | 350,060 | 100,000 | 19,860 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 | 950,060 |
| | <u>350,060</u> | <u>100,000</u> | <u>19,860</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>500,000</u> | <u>950,060</u> |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Public Works Design and Engineering Services

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Works Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **026005**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of Public Works vehicles and equipment. Surplus sales are estimated to generate \$38,500. The following is the FY 2020 replacement schedule:

| Department | Year/Make Description | Mileage/Hour | Original Cost | Repair Cost to Date | Estimated Replacement Cost |
|-------------|------------------------------|--------------|---------------|---------------------|----------------------------|
| Engineering | 2009 Ford Ranger | 86,053 | \$18,354 | \$14,155 | \$31,000 |
| Operations | 1982 Scarborough Seeder | N/A | \$7,272 | \$13,315 | \$75,000 |
| Operations | 2008 Massey Ferguson Tractor | 2,620 | \$45,000 | \$44,445 | \$62,000 |
| Operations | 2009 Ford F-450 | 132,984 | \$56,249 | \$37,187 | \$77,000 |
| Operations | 2010 Anderson Trailer | N/A | \$15,278 | \$9,486 | \$22,000 |
| Operations | 2010 Massey Ferguson Tractor | 3,787 | \$48,399 | \$62,074 | \$62,000 |
| Operations | 2011 Massey Ferguson Tractor | 2,780 | \$43,984 | \$68,503 | \$62,000 |
| Operations | 2012 Anderson Trailer | N/A | 16,403 | \$10,370 | \$22,000 |
| Operations | 2012 Bush Hog Mower | N/A | \$14,300 | \$14,268 | \$16,000 |

Strategic Initiative

N/A

Financial Summary

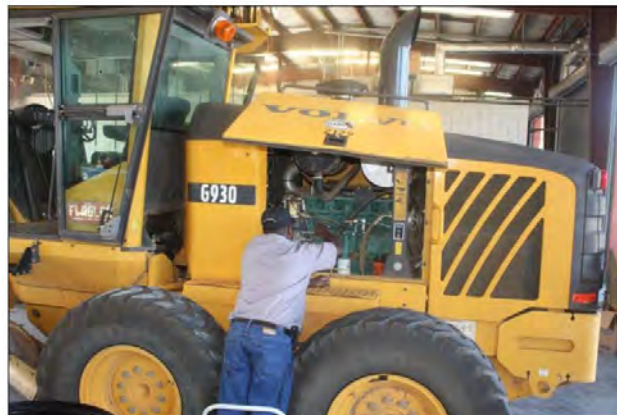
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------|----------------------|-------------------------|----------------------|----------------|------------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 306 Transportation | 11,217,887 | 1,295,602 | 1,063,752 | 429,000 | 1,260,000 | 734,000 | 750,000 | 750,000 | 3,923,000 | 16,436,489 |
| | <u>11,217,887</u> | <u>1,295,602</u> | <u>1,063,752</u> | <u>429,000</u> | <u>1,260,000</u> | <u>734,000</u> | <u>750,000</u> | <u>750,000</u> | <u>3,923,000</u> | <u>16,436,489</u> |

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Public Works Vehicle & Equipment Replacement

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Sidewalk Program

| | | | |
|---------------|-----------------------------|----------------------------|----------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 056013 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | EN4, Q6 |

Project Description/Justification

This project is for the planning, design, and construction of sidewalks. The sidewalk network is to safely and conveniently connect individual residences to schools, shopping and recreations, as well as to the collector and arterial roads where transit is provided. The sidewalks are identified in the County priority list.

At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax. Subsequently, during the September 10, 2013 meeting, the Board directed staff to allocate the FY 2014 gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Subsequently, at the April 23, 2019 Budget Workshop, the Board approved a Multi-Year Fiscal Plan which reallocates \$1.0 million of the gas tax revenue to fix chronic flooding problems on County Roads exposed to storms. As outlined at the workshop, beginning in FY 2020, \$920,000 from the Blueprint 2020 sales tax will be provided to the County for sidewalk construction. This amount will increase to \$1.25 million per year beginning in FY 2021 when the new sales tax is in effect for a full year.

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 set aside \$50 million (50/50 County and City) of sales tax extension revenue for County/City Sidewalk Projects funding.

On May 12, 2015, the Board approved the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists. This project is jointly funded with the additional five-cents gas tax and the Blueprint 2020 2nd sales tax extension, which will shift to the 2nd sales tax extension that will take effect January 2020.

As approved in the Multi-year (FY 2019 - FY 2021) fiscal plan, a portion of sidewalk project funding has been realigned for the next two fiscal years (FY 2020 and FY 2021) to address critical stormwater and transportation projects. Sidewalk funding will return to normal levels in FY 2022.

The Community Safety and Mobility capital project on page 25-120 reflects the shift in program funding to the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

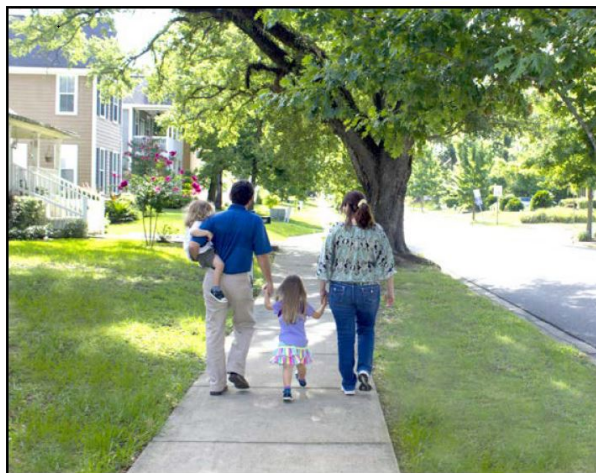
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|---------------------------|----------------------|-------------------------|----------------------|------------------|------------------|------------------|------------------|------------------|-------------------|--------------------|
| 306 Transportation | 3,258,016 | 4,244,076 | 610,133 | 547,408 | 586,073 | 1,625,735 | 1,666,395 | 1,708,055 | 6,133,666 | 13,635,758 |
| 352 Sales Tax - Extension | 0 | 0 | 0 | 937,500 | 1,250,000 | 1,250,000 | 1,250,000 | 1,250,000 | 5,937,500 | 5,937,500 |
| | <u>3,258,016</u> | <u>4,244,076</u> | <u>610,133</u> | <u>1,484,908</u> | <u>1,836,073</u> | <u>2,875,735</u> | <u>2,916,395</u> | <u>2,958,055</u> | <u>12,071,166</u> | <u>19,573,258</u> |

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Sidewalk

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Smith Creek Bike Lane Phase I

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 052004 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: EC1 |

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase I design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately 1.3 miles of the roadway beginning at the State Road 20 intersection. The Phase II project (Project #052005) will begin at the point the Phase I project design ends and will provide an additional mile of bike lanes. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement will be executed with FDOT to secure funding for construction.

The design and permitting activities are anticipated for completion by July 2020.

Strategic Initiative

N/A

Financial Summary

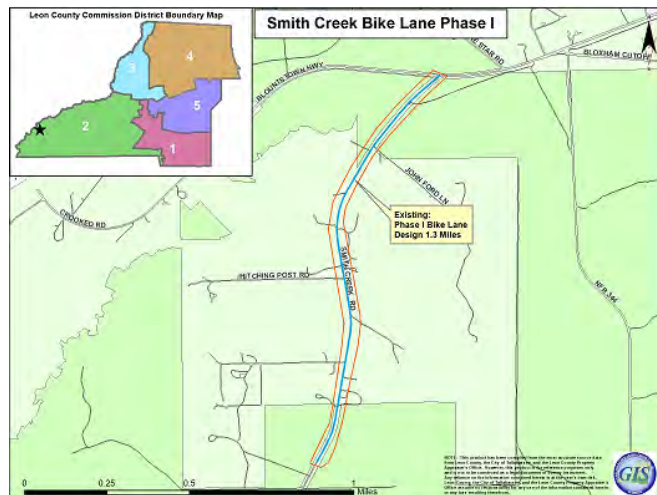
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 0 | 110,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 110,000 |
| | 0 | 110,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 110,000 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Smith Creek Bike Lane Phase II

| | |
|--|---------------------------------------|
| Dept/Div: Engineering Services | Comp Plan CIE Project: N/A |
| Project #: 052005 | Capital Improvement: N/A |
| Service Type: Transportation | Level of Service Standard: N/A |
| Status: Existing Project - Carryforward | Strategic Initiative: EC1 |

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase II design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately one mile of the roadway beginning at the point the Phase I project (Project #052004) design ends. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement will be executed with FDOT to secure funding for construction.

The design activities are anticipated for completion by July 2020.

Strategic Initiative

N/A

Financial Summary

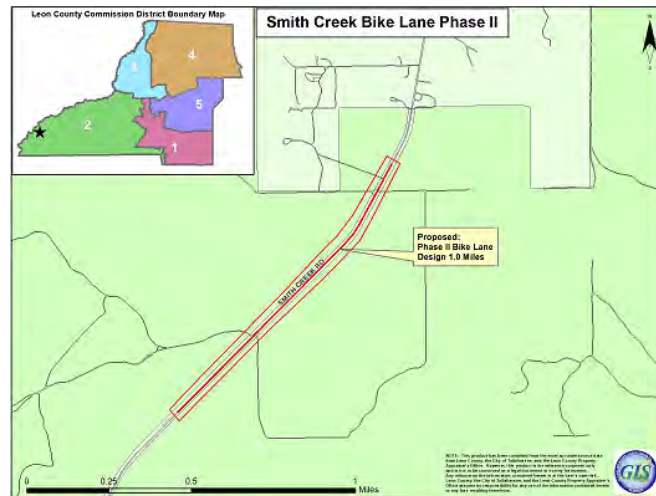
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|----------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 125 Grants | 0 | 134,205 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 134,205 |
| | 0 | 134,205 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 134,205 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Springhill Road Bridge Rehabilitation

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **051008** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project provides rehabilitative repair to Springhill Road Bridge over Munson Slough to ensure the long term safety of this facility. This project will address the noted conditions in the Florida Department of Transportation (FDOT) Bi Annual Bridge Inspection and provide a permanent solution to the deteriorating approaches that have required several emergency repairs in the past two years. Springhill Road Bridge was built in 1949 using timber piles, concrete bents, steel and a concrete superstructure. The bridge spans Munson Slough at the outfall into Lake Henrietta. Currently, the bridge timber piles are showing some deterioration. Additionally, Munson Slough experiences extreme fluctuation of stream elevation. This continual fluctuation has caused weakening of the approaches. The substructure and superstructure are in need of repair to maintain longevity. The replacement of the bridge is contemplated as part of the Blueprint 2020 Southside Gateway project. It is critical that the repairs are done to extend the useful life of the bridge until it is replaced.

Construction will begin Summer 2020 and is anticipated for completion in early FY 2021.

Strategic Initiative

N/A

Financial Summary

| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------|----------------------|-------------------------|----------------------|----------------|-----------------|-----------------|-----------------|-----------------|--------------|--------------------|
| 306 Transportation | 0 | 350,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 350,500 |
| | 0 | 350,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 350,500 |

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Street Lights Program - Unincorporated Areas

| | | | |
|---------------|-----------------------------|----------------------------|------------|
| Dept/Div: | Engineering Services | Comp Plan CIE Project: | N/A |
| Project #: | 057013 | Capital Improvement: | N/A |
| Service Type: | Transportation | Level of Service Standard: | N/A |
| Status: | Existing Project | Strategic Initiative: | Q3 |

Project Description/Justification

This project is for the placement of street lights in the unincorporated areas on County roads and intersections.

On February 7, 2017, the County adopted the Street Lighting Eligibility Criteria and Implementation Policy and approved a list of projects for implementation. An annual budget of \$125,000 was established for an estimated three to four projects per year for various types of roadways that may warrant the placement of street lights by the County. Starting in FY 2020, the funding source for the Street Lights Program will be funded through the Blueprint 2020 Livable Infrastructure for Everyone (LIFE) Program, see page 25-137.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

| <u>Funding Source</u> | <u>Life To Date FY 2018</u> | <u>Adjusted Budget FY 2019</u> | <u>Year To Date FY 2019</u> | <u>FY 2020 Budget</u> | <u>FY 2021 Planned</u> | <u>FY 2022 Planned</u> | <u>FY 2023 Planned</u> | <u>FY 2024 Planned</u> | <u>5 Year Total</u> | <u>Total Project Cost</u> |
|--------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|---------------------|---------------------------|
| 305 Capital Improvements | 37,066 | 337,934 | 33,450 | 0 | 0 | 0 | 0 | 0 | 0 | 375,000 |
| | <u>37,066</u> | <u>337,934</u> | <u>33,450</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>375,000</u> |

Policy/Comprehensive Plan Information

Street Lights Programs ordinance and policy.

Operating Budget Impact

Operations' budget was increased by \$10,000 in FY 2017 to address the increased utility and maintenance costs for new street lights added annually.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Transportation and Stormwater Improvements

Dept/Div: **Engineering Services**
 Project #: **056010**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **No**
 Capital Improvement: **Stormwater**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EC1, EN1**

Project Description/Justification

On January 29, 2009, the Board conducted a workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The following is a combination of the Tropical Storm Faye projects (most of which are complete) and stormwater needs identified by citizens and regulatory agencies to alleviate flooding and/or enhance the environment.

Projects Pending Construction:
 Centerville Trace Pond Repair

Projects Under Design:
 Ben Blvd. Phase II
 Frontier Estates Drainage Improvements - Stormwater Model Complete

Scheduled Improvement Projects:
 Okeeheepkee Road berm

Completed Projects:

Micosaukee Road Drainage Improvements, Alexandrite Court, Edenfield/Barfield roads, Park Hill, Lakeside Drive, Lawndale Drive, Ben Boulevard Phase 1, Rhodes Cemetery Road, Salamanca/Palencia, Bannerman Road Outfall Facility, Edinburgh Estates, Portsmouth Circle, Timberlake LOMR, Killearn Lakes Unit 3, Autumn Woods, Crump Road Cross Drain Replacement, Southbrook (vegetation monitoring continues)/Otter Creek/Chadwick Way, Linene Woods Culvert, and Killearn Lakes Units 1, 2 & 3, Okeeheepkee Road Drainage Improvements, Chadwick Way Culvert Upgrade, and Micosaukee at Georgia Intersection Drainage.

Strategic Initiative

N/A

Financial Summary

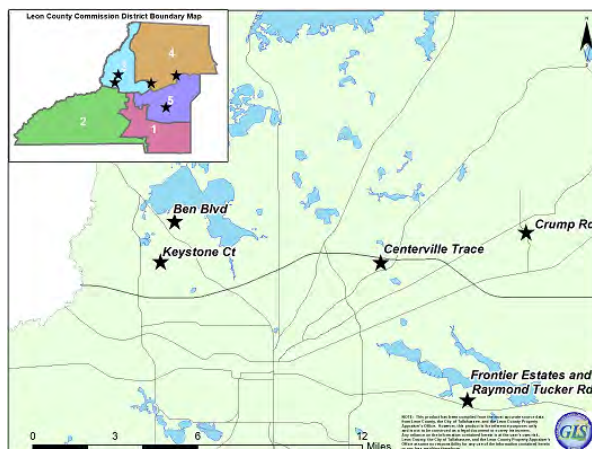
| Funding Source | Life To Date FY 2018 | Adjusted Budget FY 2019 | Year To Date FY 2019 | FY 2020 Budget | FY 2021 Planned | FY 2022 Planned | FY 2023 Planned | FY 2024 Planned | 5 Year Total | Total Project Cost |
|--------------------------|----------------------|-------------------------|----------------------|------------------|-----------------|-----------------|-----------------|-----------------|------------------|--------------------|
| 305 Capital Improvements | 9,372,568 | 71,826 | 15,930 | 0 | 0 | 0 | 0 | 0 | 0 | 9,444,394 |
| 306 Transportation | 833,138 | 3,933,730 | 219,090 | 1,620,000 | 674,500 | 850,000 | 500,000 | 500,000 | 4,144,500 | 8,911,368 |
| | <u>10,205,706</u> | <u>4,005,556</u> | <u>235,020</u> | <u>1,620,000</u> | <u>674,500</u> | <u>850,000</u> | <u>500,000</u> | <u>500,000</u> | <u>4,144,500</u> | <u>18,355,762</u> |

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 **Adopted** Budget

Appendix

| | |
|--|---------|
| County Charter | 26 - 2 |
| Guiding Principles | 26 - 10 |
| Summary of County Financial Policies & Ordinances | 26 - 11 |
| County Financial Policies & Ordinances | 26 - 11 |
| Policy No. 81-1 Industrial Development Revenue Bond Financing | 26 - 13 |
| Policy No. 92-4 Accounting & Reporting | 26 - 13 |
| Policy No. 92-5 Revenues | 26 - 13 |
| Policy No. 93-44 Fiscal Planning | 26 - 13 |
| Policy No. 93-46 Dues & Memberships | 26 - 14 |
| Policy No. 93-47 Debt Management & Other Investments | 26 - 14 |
| Policy No. 97-11 Amending the Budget | 26 - 15 |
| Policy No. 98-16 Carry Forward Program | 26 - 16 |
| Policy No. 00-1 Financial Advisory Committee | 26 - 16 |
| Policy No. 17-4 Leon County Investment Policy | 26 - 17 |
| Policy No. 03-08 Landfill Rate Stabilization Reserve | 26 - 23 |
| Ordinance No. 06-34 Discretionary Funding Guidelines | 26 - 23 |
| Policy No. 07-2 Reserves | 26 - 26 |
| Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, & Policies | 26 - 28 |
| Abbreviations & Acronyms | 26 - 47 |
| Budget Terminology | 26 - 49 |
| Statistical Summary | 26 - 55 |
| Budget Cost Summaries | 26 - 60 |

Leon County Fiscal Year 2020 **Adopted** Budget

County Charter

Note - The Leon County Home Rule Charter was originally enacted by Ord. No. 2002-07 adopted May 28, 2002; to be presented at special election of Nov. 5, 2002. Ord. No. 2002-16, adopted Sept. 10, 2002, repealed Ord. No. 2002-07 in its entirety. Subsequently, Ord. No. 2002-17, adopted Sept. 10, 2002, special election of Nov. 5, 2002; effective Nov. 12, 2002, enacted the Home Rule Charter to read as set out herein.

SECTION 1. - HOME RULE CHARTER

The proposed Home Rule Charter of Leon County, Florida, shall read as follows: PREAMBLE

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

ARTICLE I. - CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT

Sec. 1.1. - Creation and general powers of Home Rule Charter government.

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and laws of the State of Florida.

Sec. 1.2. - Body corporate, name and boundaries.

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

Sec. 1.3. - Construction.

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

Sec. 1.4. - County purposes.

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be required to fulfill the intent of this Charter.

Sec. 1.5. - Municipal purposes.

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the board of county commissioners levies the municipal public services tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the county's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

Sec. 1.6. - Relation to municipal ordinances.

- (1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

- (2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated area of the County.

(Ord. No. 2010-22, § 1, 8-17-2010)

Sec. 1.7. - Transfer of power.

Whenever a municipality, special district or agency shall request, by a majority vote of the governing body, the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the Constitution of Florida.

Sec. 1.8. - Division of powers.

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

Sec. 1.9. - Relation to state law.

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances, and may be subject to amendment or repeal by the Board of County Commissioners.

ARTICLE II. - ORGANIZATION OF COUNTY GOVERNMENT

Sec. 2.1. - Elected Commission and appointed County Administrator form of government.

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

Sec. 2.2. - Legislative branch.

- (1) *The County Commission.* The governing body of the County shall be a Board of County Commissioners composed of seven (7) members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside within the district from which such candidate seeks election at

the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

- (2) *Redistricting.* Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.
- (3) *Salaries and Other Compensation.* Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.
- (4) *Authority.* The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.
- (5) *Vacancies.* A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.
- (6) *Administrative Code.* The County Commission shall adopt an administrative code in accordance with general law.
- (7) *Limitation on Campaign Contributions.* No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election.

(Ord. No. 2010-21, § 1, 8-17-2010)

Sec. 2.3. - Executive branch.

- (1) The County Administrator.
 - (A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County Commissioners voting during the first regularly scheduled meeting occurring after a meeting of the Board at which a motion expressing the intent of the Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.
 - (B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.
 - (C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.
 - (D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.
- (2) *Senior Management.* The County's senior management employees, with the exception of the County Attorney's Staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.
- (3) *Non-interference by Board of County Commissioners.* Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect

supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 7(a) of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-2010; Ord. No. 2010-24, § 1, 8-17-2010; Ord. No. 2010-25, § 1, 8-17-2010)

Sec. 2.4. - County attorney.

- (1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within the County during his/her tenure as County Attorney.
 - (A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.
 - (B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

Sec. 2.5. - Code of Ethics.

In order to provide a high level of transparency and ethical conduct under charter government, the Board of County Commissioners shall enact by ordinance a Code of Ethics no later than the first County Commission meeting in December 2019. The Code of Ethics shall prescribe standards of conduct for members of the Board of County Commissioners and its employees, as well as to all members of appointed boards and committees that have been created by the Board of County Commissioners. The Code of Ethics shall supplement and not contradict or supersede any statutory or administrative standards of conduct which apply to any such officer or employee. The Code of Ethics shall include, but is not limited to, standards of conduct, provisions defining offenses, prescribing penalties within the limits allowed by law, and establishing lobbyist regulations. The Code shall not conflict with the power of the Governor to suspend county officers or of the Senate to remove them from office, or the power of the people to recall them from office.

(Ord. No. 2018-06, § 1, 4-10-2018)

ARTICLE III. - ELECTED COUNTY CONSTITUTIONAL OFFICERS

Sec. 3.1. - Preservation of constitutional offices.

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

Sec. 3.2. - Non-partisan elections.

- (1) Non-Partisan Offices. The Supervisor of Elections shall be non-partisan.
 - (A) Non-Partisan Election Procedures. If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

- (B) Qualification by Petition. A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

Sec. 3.3. - Clerk auditor.

- (1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental accounting, internal auditing practices and fiscal controls, which shall include at least five (5) years' experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.
- (2) Audit Committee. There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

Sec. 3.4. - Limitation on campaign contributions.

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election.

(Ord. No. 2010-21, § 2, 8-17-2010)

ARTICLE IV. - POWERS RESERVED TO THE PEOPLE: INITIATIVE AND RECALL

Sec. 4.1. - Citizen initiative.

- (1) *Right to Initiate.* The electors of Leon County shall have the right to initiate County ordinances in order to establish new ordinances and to amend or repeal existing ordinances, not in conflict with the Florida Constitution, general law or this Charter, upon petition signed by at least ten percent (10%) of the total number of electors qualified to vote in the County reflecting ten percent (10%) of the total number of electors qualified to vote within each of the five (5) commission districts. The total number of electors qualified shall mean the total number of electors qualified to vote in the last preceding general election.
- (2) *Procedure for Petition.* The sponsor of an initiative shall, prior to obtaining any signatures, submit the text of a proposed ordinance to the Supervisor of Elections, with the proposed ballot summary and the form on which signatures will be affixed and obtain a dated receipt therefor. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees, and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures is obtained, the sponsor shall thereupon submit signed and dated forms to the Supervisor of Elections, and upon submission, shall pay all fees required by general law. The Supervisor of Elections shall, within sixty (60) days after submission of signatures, verify the signatures thereon, or specify a reason for the invalidity of each rejected signature, if the petition is rejected for insufficiency of the number of valid signatures. If the petition is rejected for insufficiency of the number of

signatures, the sponsor shall have an additional thirty (30) days within which to submit additional signatures for verification. The Supervisor of Elections shall, within thirty (30) days of submission of additional signatures, verify the additional signatures. In the event sufficient signatures are still not acquired, the Supervisor of Elections shall declare the petition null and void and none of the signatures may be carried over onto another identical or similar petition.

- (3) *Consideration by Board of County Commissioners.* Within sixty (60) days after the requisite number of signatures has been verified by the Supervisor of Elections and reported to the Board of County Commissioners, the Board of County Commissioners shall give notice and hold public hearing(s) as required by general law on the proposed ordinance and vote on it. If the Board fails to enact the proposed ordinance it shall, by resolution, call a referendum on the question of the adoption of the proposed ordinance to be held at the next general election occurring at least forty-five (45) days after the adoption of such resolution. If the question of the adoption of the proposed ordinance is approved by a majority of those registered electors voting on the question, the proposed ordinance shall be declared, by resolution of the Board of County Commissioners, to be enacted and shall become effective on the date specified in the ordinance, or if not so specified, on January 1 of the succeeding year. The Board of County Commissioners shall not amend or repeal an ordinance adopted by initiative prior to the next succeeding general election, without the approval of a majority of the electors voting at a referendum called for that purpose.
- (4) *Limitation on Ordinances by Initiative.* The power to enact, amend or repeal an ordinance by initiative shall not include ordinances or provisions related to County budget, debt obligations, capital improvement programs, salaries of County officers and employees, the assessment or collection of taxes, or the zoning of land.

Sec. 4.2. - Recall.

All members of the Board of County Commissioners shall be subject to recall as provided by general law.

ARTICLE V. - HOME RULE CHARTER TRANSITION, AMENDMENTS, REVIEW, SEVERANCE, EFFECTIVE DATE

Sec. 5.1. - Home Rule Charter Transition.

- (1) *General Provisions.* Unless expressly provided otherwise in this Home Rule Charter, the adoption of this Charter shall not affect any existing contracts or obligations of Leon County; the validity of any of its laws, ordinances, regulations, and resolutions; or the term of office of any elected County officer, whose term shall continue as if this charter had not been adopted.
- (2) *Initial County Commissioners.* The persons comprising the Leon County Board of County Commissioners on the effective date of this Charter shall become the initial members of the Board of County Commissioners of the Charter government and shall perform the functions thereof until the normal expiration of their terms or until the election and qualification of their successors as provided by law.
- (3) *Outstanding Bonds.* All outstanding bonds, revenue certificates, and other financial obligations of the County outstanding on the effective date of this Charter shall be obligations of the Charter government. All actions taken by the former government relating to the issuance of such obligations are hereby ratified and confirmed. Payment of such obligations and the interest thereon shall be made solely from, and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.
- (4) *Employees Continuation.* All employees of the former County government shall, on the effective date of this Charter, become employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

Sec. 5.2. - Home rule charter amendments.

- (1) Amendments Proposed by Petition.

Leon County Fiscal Year 2020 **Adopted** Budget

County Charter

- (A) The electors of Leon County shall have the right to amend this Home Rule Charter in accordance with Sec. 4.1 of this Charter.
 - (B) Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each Charter amendment proposed by petition shall be placed on the ballot by resolution of the Board of County Commissioners for the general election occurring in excess of ninety (90) days from the certification by the Supervisor of Elections that the requisite number of signatures has been verified. If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.
- (2) Amendments and Revisions by Citizen Charter Review Committee.
- (A) A Citizen Charter Review Committee shall be appointed by the Board of County Commissioners at least twelve (12) months before the general election occurring every eight (8) years thereafter, to be composed and organized in a manner to be determined by the Board of County Commissioners, to review the Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. Public hearings shall be conducted as provided by F.S. § 125.63.
 - (B) No later than ninety (90) days prior to the general election, the Citizen Charter Review Committee shall deliver to the Board of County Commissioners the proposed amendments or revisions, if any, to the Home Rule Charter, and the Board of County Commissioners shall consider such amendments or revisions to be placed on the general election ballot, in accordance with F.S. § 125.64.
 - (C) If the Citizen Charter Review Committee does not submit any proposed Charter amendments or revisions to the Board of County Commissioners at least ninety (90) days prior to the general election, the Citizen Charter Review Committee shall be automatically dissolved.
- (3) Amendments Proposed by the Board of County Commissioners.
- (A) Amendments to this Home Rule Charter may be proposed by ordinance adopted by the Board of County Commissioners by an affirmative vote of a majority plus one (1) of the membership of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.
 - (B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

Sec. 5.3. - Severance.

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

Sec. 5.4. - Home rule charter effective date.

This Charter shall become effective November 12, 2002.

SECTION 2. - BALLOT QUESTION TO BE PRESENTED TO ELECTORATE

The proposed Charter of Leon County, Florida, shall be presented to the qualified Leon County electorate by placing the question of whether to adopt same on the ballot at the special election to be held on November 5, 2002.

SECTION 3. - BALLOT QUESTION FORM

The question on the ballot shall be substantially in the following form:

CHARTER FOR LEON COUNTY, FLORIDA**AS PROPOSED BY LEON COUNTY ORDINANCE NO. 2002-___**

Question

Shall there be a Home Rule Charter for Leon County, Florida, establishing all rights and powers of local self government; authorizing the proposal and adoption of ordinances by voter initiative and referendum; preserving elected constitutional county officers; providing a non-partisan Supervisor of Elections; providing for non-partisan elections of county commissioners; allowing recall of commissioners by citizen referendum; and providing a method of amendment, which shall take effect November 12, 2002?

Yes for Approval ___

No for Rejection ___

SECTION 4. - FURTHER AUTHORIZATION

The Board of County Commissioners of Leon County, Florida, is authorized to adopt all resolutions and take all actions necessary in order for this Charter referendum proposition and those propositions referenced in the Preamble and Articles of the proposed Charter herein to be properly placed on the ballot for the special election of November 5, 2002. Said referendum shall be conducted according to the requirements of law governing referendum elections in the State of Florida.

SECTION 5. - SEVERABILITY

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. - EFFECTIVE DATE

This ordinance shall have effect upon becoming law, but shall be of no further force or effect if the proposed Charter is not duly approved at the November 5, 2002, special election. The Charter of Leon County, Florida, as proposed by this Ordinance, shall become effective November 12, 2002, if the Charter is approved by a "yes" vote by a majority of those duly qualified electors voting on the question posed at the November 5, 2002, referendum.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 9th day of September, 2002.

Leon County Fiscal Year 2020 **Adopted** Budget

Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one-time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Industrial Development Revenue Bond Financing Policy, No. 81-1

This policy establishes a means for the expansion of local businesses as well as the attraction of new prospective businesses, allowing for diversification and expansion of the local economy.

Accounting and Reporting Policy, No. 92-4

This policy establishes accounting and reporting systems that maintain accounting and reporting practices that conform to the Uniform Accounting System of Generally Accepted Accounting Principles (GAAP). The policy also ensures that the accounting and reporting systems are consistent with the standards set for local governments according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).

Revenues Policy, No. 92-5

This policy establishes revenue practices that: provide for the establishment and maintenance of a diversified revenue system to protect it from fluctuations in any one revenue source; ensure fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise; and ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Fiscal Planning Policy, No. 93-44

This policy establishes fiscal planning practices that provide for:

- The annual operating and capital budget to be developed in conformity with the Tallahassee-Leon County Comprehensive Plan.
- The development and review of a Capital Improvement Project budget, containing a 5-year plan for acquisition and improvement of capital investments that is also coordinated with the annual operating budget.

Dues and Memberships Policy, No. 93-46

This policy requires that any dues or memberships paid by Leon County on behalf of an employee shall be detailed in a department/division's annual budget request submission to the Office of Management and Budget. The request will be reviewed for appropriateness with final denial/approval being given by the County Administrator or his/her designee during the development of the tentative budget.

Debt Management and Other Investments Policy, No. 93-47

This policy establishes that debt management and investment practices are established to:

- Ensure that capital projects financed by capital bonds will not be financed for a period that exceeds the useful life of the supporting revenue source.
- Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and limited to expenses encumbered prior to the operation or improvement of the facility.
- Provide that Leon County's debt will be limited to an amount that will not hinder the County from maintaining sources of available revenues for service of debt at 135% of annual debt service.
- Provide that the County will limit its investments to only the safest types of securities (including the U.S. government or its agencies) and those which provide insurance or the legally required backing of the invested principal.
- Provide that, unless required by market conditions, not more than fifteen percent of the County's investment portfolio will be placed in any one institution other than those securities issued or guaranteed by the US Government or its agencies or the State Board of Administration of the State of Florida.

Amending the Budget Policy, No. 97-11

This policy establishes that for the operation of amending the annual budget, all amendments/transfers will be reviewed by the director of the requesting department/division, followed by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners as set forth below:

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Amending the Budget Policy, No. 97-11(Cont.)

- Allows the County Administrator to authorize intrafund transfers up to \$250,000. Intrafund transfers exceeding \$250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

Carry Forward Program Policy, No. 98-16

This policy establishes that the Carry Forward Program will provide budget incentives to managers to improve financial management effectiveness and accountability. It allows managers to carry forward a portion or all unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings, and/or increased efficiency. Department managers submitting a request to OMB for review, must clearly indicate how the County will realize an increase in productivity, save money, and/or increase efficiency, if approved. Managers of projects funded by the Board in the current fiscal year, which are incomplete, must submit a "Carry Forward Request" requesting the funds be added to the budget of the following fiscal year for the sole purpose of completing the project for which the funds were appropriated. All carry forward requests are presented to the Board prior to November 1 of each year and are based upon the prior approval of the County Administrator.

Revenues - Financial Advisory Committee Policy, No. 00-1

This policy establishes the Financial Advisory Committee which ensures that financial matters which come before the Board have been appropriately and thoroughly reviewed. This committee will make recommendations on financial matters related to the Board and all County boards. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, and arbitrage rebate compliance services.

Leon County Investment Policy, No. 17-4

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

Landfill Rate Stabilization Reserve Policy, No. 03-08

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

Discretionary Funding Guidelines Ordinance No. 06-34

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

Reserves Policy, No. 07-2

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Policy for Industrial Development Revenue Bond Financing: Policy No. 81-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Industrial Development Revenue Bond (IDRB) financing will be considered as an inducement to local and new prospective business expansion and relocation as a means to promote the diversification and expansion of the local economy, subject to the following conditions:

1. Information and application requirements of the County are completely and accurately met.
2. All fees and charges are paid, if and when assessed.
3. The project, consisting of land acquisition, construction, renovation and/or equipment purchases, has not begun prior to IDRB financing approval.
4. The project complies with all federal, state and local laws with regard to industrial development revenue bond financing eligibility.
5. Except in unusual circumstances, the Board will give priority consideration for IDRB financing to an industrial or manufacturing plant.

Policy for Accounting and Reporting: Policy No. 92-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: The County will establish accounting and reporting systems to:

1. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP).
2. Maintain accounting system records on a basis consistent with the accepted standards for local government accounting according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).
3. Provide regular monthly financial reports that include a summary of activity for all funds.
4. Provide regular monthly trial balances of line item financial activity by type of revenue and expenditure.
5. Ensure that an annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review.
6. Provide that the Office of Management and Budget (OMB) will submit to the County Commission quarterly reports on the operating condition of the County and, where applicable, to identify possible trends and, where necessary, to recommend options for corrective action.
7. Seek, annually, the Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting and the GFOA's annual budget award.

Policy for Revenues: Policy No. 92-5

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

The County will establish revenue practices to:

1. Provide that the County seek out and maintain a diversified revenue system to protect it from fluctuations in any one revenue source.
2. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise.
3. Ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Policy for Fiscal Planning: Policy No. 93-44

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 93-44, amended by the Board of County Commissioners on March 11, 2014, is hereby further amended as follows: The County will establish fiscal planning practices to:

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch. 129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County's accounting system(s) shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
 - A. Establish a budget calendar for the annual budget cycle.
 - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
 - C. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
 - D. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.
10. Annually, as part of the annual budget process, staff will prepare a budget discussion item providing a mid-year performance report for all outside agency contracts and include funding recommendations for the following fiscal year.

Policy for Dues and Memberships:

Policy No. 93-46

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: Policy No. 77-7, adopted by the Board of County Commissioners on June 21, 1977, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

Organizations to which dues and memberships are paid for a County employee by Leon County shall be listed in a department's/division's annual budget request submission to the Office of Management and Budget and reviewed for their appropriateness to the employee's job responsibilities with final denial/approval of such membership(s) by the County Administrator or his/her designee during the development phase of the tentative budget. Any request for County-paid employee memberships made during the fiscal year shall be submitted to the Office of Management and Budget for review with final denial/approval by the County Administrator. All memberships paid by the County for its departments/divisions shall follow the same review and approval process as that of a County Employee as outlined in this policy.

Policy for Debt Management and Other Investments:

Policy No. 93-47

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 92-6, adopted by the Board of County Commissioners on March 10, 1992, is hereby superseded and repealed, and a new policy is hereby adopted in its place, to wit: Debt management and investment practices are established to:

1. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

Policy for Amending the Budget Policy No. 97-11

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:
 - A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, contingent upon approval by the County Administrator;
 - B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.
3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to \$250,000.
4. Provide that intrafund transfers greater than \$250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.
5. Provide that all requests for use of reserves for contingency must be approved by a majority vote of the Board of County Commissioners.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Policy for Carry Forward Program: Policy No. 98-16

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

A. Eligibility Requirements

The department manager must submit the program proposal to the Office of Management & Budget (OMB) no later than the deadline established by OMB. The proposal must include financial savings estimated based on the most recent financial data available. The department manager must clearly indicate in the Carry Forward Program how the County will realize an increase in productivity, save money or increase efficiency by approving the proposal.

Any request that was denied during the budget review process will be forwarded directly to the County Administrator for special review. The County Administrator will provide further direction to OMB.

Note: Those projects which were funded by the Board in the current fiscal year, and which were not completed, are not affected by this program. In such case, the manager must submit a "Carry Forward Request Form" to the Office of Management & Budget requesting that these funds be added to the budget of the ensuing fiscal year for the sole purpose of completing the projects for which the funds were appropriated in the previous fiscal year. The program must state on the "Carry Forward Request Form" why the project was not completed within the current fiscal year and the anticipated completion date.

B. OMB Responsibilities

The Office of Management & Budget shall review all proposals from department managers. The Office of Management & Budget will be responsible for the program activities listed below.

Verify the total amount of funds eligible to be carried forward into the ensuing fiscal year with the Finance Department.

Review an analysis of the proposed project to determine if it will increase productivity, save tax dollars and/or increase efficiency.

Make a recommendation of approval or denial to the County Administrator.

Notify the program manager in writing of whether the project was accepted or denied within two (2) working days of the County Administrator's final decision.

Policy for Revenues:

Financial Advisory Committee: Policy No. 00-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

In order to ensure that financial matters which come before the Board of County Commissioners have been appropriately and thoroughly reviewed, a Finance Advisory Committee is hereby established which shall be comprised of the Leon County Administrator, the Leon County Attorney, the Director of Public Services, the Office of Management and Budget and the Clerk of Courts' Finance Director.

The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to the Board of County Commissioners and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Leon County Investment Policy: Policy No. 17-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, "Leon County Investment Policy", revised February 25, 2014, is hereby superseded, and replaced in its entirety, and a new Policy No. 17-3 entitled "Leon County Investment Policy" is hereby adopted in its place, effective July 11, 2017, to wit:

I. SCOPE

This Policy was adopted using Florida Statutes Section 218.415 as a guideline and applies to all funds held by the County in excess of those required to meet current expenses.

II. INVESTMENT OBJECTIVES

The primary objectives of all investment activities for the County should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

- A. **Safety of Principal.** This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings, limiting overall portfolio duration, setting maximum exposures by sector, defining appropriate levels of diversification, and limiting exceptions.
- B. **Maintenance of Liquidity.** To meet the day-to-day operating needs of the County and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately at least two months of anticipated disbursements will be kept in relatively short term investments. These would include investments in government pools with daily liquidity such as the Local Government Surplus Trust Fund and money market investments.
- C. **Return Maximization.** Return is of least importance compared to the safety and liquidity objectives above. Investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. STANDARDS OF CARE

- a. **Standards of Prudence.** The "Prudent Person" Rule shall be applied in the management of the overall investment portfolio. The "Prudent Person" Rule states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Clerk and Finance Department employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.
- b. **Ethical Standards.** Officers, employees and external investment advisors of the Clerk's Office who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, County ordinances, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Investment Oversight Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the County and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.
- c. **Limits of Liability.** Other than by an action of the County, the County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, or against

Leon County Fiscal Year 2020 Adopted Budget**County Financial Policies & Ordinances**

whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the County.

IV. AUTHORITY

Responsibility for the administration of the investment program is vested in the Clerk of the Circuit Court (Clerk), as provided in Section 28.33, Florida Statutes. The Clerk shall exercise this authority to invest surplus funds in accordance with Section 218.415, Florida Statutes. The Clerk hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director. The Finance Director shall maintain an Investment Procedures and Internal Controls Manual based on this Policy.

V. INVESTMENT OVERSIGHT COMMITTEE

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Board recognizes that there is an expertise required both for setting the guidelines and the review of performance, which may exceed the technical background of individual commissioners and has, therefore, created the Investment Oversight Committee. This Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Clerk will provide sufficiently detailed reports to the Committee in order for the Committee to review portfolio performance. The Committee will establish portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any external managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

VI. PROCUREMENT OF EXTERNAL INVESTMENT MANAGERS

The County may utilize external investment managers to assist with management of the portfolio. External management may be employed in situations where, due to limitations in the areas of staff time or expertise, such outside resources would be in a better position to overcome such limitations. Securities purchased by the external manager on behalf of the County, and other investments held by the fund, must be in compliance with the constraints identified by this Policy. The average duration of the funds managed by any one external manager on behalf of the County as part of the portfolio shall not exceed three years.

The Clerk in her capacity as Chief Financial Officer of Leon County oversees the selection of external managers through a competitive selection process (an RFP). The RFP committee will include county and clerk staff along with investment experts from other governments or the community. In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. Upon selection of an external manager, the Clerk will execute a contract with the firm. External managers will be evaluated and retained based upon their investment performance.

VII. THIRD-PARTY CUSTODIAL AGREEMENTS

The Clerk will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Clerk shall be properly designated as an asset of the County and held in an account separate from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

VIII. INTERNAL CONTROLS

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and "delivery-vs-payment" procedures.

No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Treasury Manager under supervision of the Finance Director.

Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the County shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

IX. CONTINUING EDUCATION

The Clerk staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

X. POLICY REVIEW AND AMENDMENT

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

XI. AUDITS

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

XII. MASTER REPURCHASE AGREEMENT

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

XIII. INVESTMENT PERFORMANCE AND REPORTING

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance.

An annual report will be presented to the Board of County Commissioners ("Board"), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

performance shall measure risk characteristics, portfolio size, sector allocations, and year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies. In the event of a ratings agency downgrade to below the A or better requirement, a written notification and investment plan from the external manager must be submitted to the County Administrator. A forced or immediate sale of the downgraded asset is not required.

XIV. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION

The County recognizes that investment risks can result from issuer defaults, market price changes, change in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary illiquidity. For purposes of this Policy, the top nationally recognized statistical ratings organizations (NRSROs) for all credit-sensitive securities are Moody's, Standard and Poor's, and Fitch. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages and compliance with this Policy.

The average range of duration for the County's overall portfolio, inclusive of internally and externally managed investments, is defined as 0.5 years to 2.5 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Investment Oversight Committee will be convened and will approve any portfolio duration outside of the range specified above.

XV. AUTHORIZED INVESTMENTS

This section lists the authorized investments for the internal and external county portfolios. Details of key limitations on authorized investments are provided in Exhibit A. Investments not listed in this policy are prohibited.

Internal Investment Portfolio

- A. The Local Government Surplus Trust Fund (Florida Prime), Florida Treasury Special Purpose Investment Account (SPIA), or any intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act of 1969 as provided in Section 163.01 Florida Statutes.
- B. Investments may be made in SEC qualified constant net asset value fixed income money market mutual funds rated AAAM or AAAG comprised of only those investment instruments as authorized in this Policy, provided that such funds do not allow derivatives.
- C. Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02 Florida Statutes. This includes, but is not limited to, time deposit accounts, demand deposit accounts, and non-negotiable certificates of deposit.

External Investment Portfolio

- D. Direct obligations of the United States Treasury. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government.
- E. Federal Agencies and Instrumentalities. United States Government Agencies and sponsored agencies which are non-full faith and credit.
- F. Corporate Debt Securities. Investments may be made in securities issued by any U.S. corporation provided that such instrument is rated A or better by at least two NRSROs.
- G. Municipal Bonds. Investments may be made in securities issued by governmental entities or territorial boundaries of the United States provided that such instrument is rated A or better by at least two

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

NRSROs.

- H. Mortgage-Backed Securities (MBS). Only agency collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs), may be purchased.

Asset-Backed Securities (ABS). Only ABS collateralized by traditional consumer receivables such as automobile, equipment, utility, and credit card loans may be purchased. The minimum credit rating for ABS must be AAA by at least two NRSRO at the time of purchase.

- I. Commercial Mortgage-Backed Securities (CMBS). Only agency collateralized CMBS may be purchased.
- J. Repurchase Agreements. Investments whose underlying purchased securities consist of United States Treasury, Federal Agencies and/or Instrumentalities and based on the requirements set forth in the Clerk's Master Repurchase Agreement.
- K. Banker's Acceptances. Investments may be made in bankers' acceptances which are inventory based and issued by a bank, which has at the time of purchase, an unsecured, uninsured and un-guaranteed obligation rating of at least "Prime-1" and "A" by Moody's and "A-1" and "A" by Standard & Poor's.
- L. Commercial Paper. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). Asset backed commercial paper is prohibited.

XVI. SUMMARY OF KEY LIMITATIONS ON AUTHORIZED INVESTMENT

The detail guidelines for investments and limits on security issues, issuers, maturities, and credit quality as established by the Clerk are provided in **Exhibit A**. The Clerk or the Clerk's designee (Finance Director) shall have the option to further restrict or increase investment percentages from time to time based on market conditions. Exceeding percentage limits due to changes in portfolio balance will not require liquidation of any asset but will restrict further investing. Any changes to the portfolio composition guidelines or limits must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Additional Portfolio Limitations

- A. The limits for the Internally Managed portfolio apply to the combined internal and external portfolios.
- B. The External Manager's limits apply to external portfolio.
- C. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.
- D. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.
- E. Portfolio securities may be purchased in either fixed or floating-rate form.
- F. All investments must be denominated in U.S. Dollars.
- G. Investments rated BBB and below are not permitted at the time of purchase. The lower rating shall apply in instances of split-rated securities.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

EXHIBIT A

| IP Section | Authorized | Security Type | Portfolio Sector Maximum | Per Issuer Maximum | Further Limited By | Maximum Maturity/WAL Limit | Quality Minimum |
|------------|------------|---|---------------------------|--------------------|--------------------|------------------------------------|---|
| XVI.A. | IM | State of Florida Treasury Special Purpose Investment Account (SPIA); | 100% | NA | NA | NA | NA |
| XVI. A. | IM | Local Government Surplus Funds Trust Fund (Prime) FL Local Government Investment Trust (FLGIT) | 20% each Pool | NA | NA | NA | NA |
| XVI. A | IM | FL Municipal Investment Trust (FMIVT) | 15% each Pool | NA | NA | NA | NA |
| XIV. B. | IM | Constant Net Asset Value Money Market Mutual Funds | 100% | NA | NA | NA | SEC-qualified, must hold investments allowed by this Policy |
| XVI. C. | IM | Financial Deposit Instruments | 30% | NA | NA | 2-Year Mat; 1 Year Avg Maturity | Florida Security for Public Dep. Act |
| XVI. D. | EM | United States Government Securities | 100% | NA | NA | 10-Year Maturity | NA |
| XVI. E. | EM | United States Federal Agencies (full faith and credit) | 100% | 20.0% | NA | 5-Year Maturity | NA |
| XVI. E. | EM | Federal Instrumentalities (Non-full full faith and credit) | 45% | 15.0% | NA | 5-Year Maturity | NA |
| XVI. F. | EM | Corporate Debt Securities | 25% | 3.0% | NA | 5-Year Maturity | A3/A- by 2 NRSRO |
| XVI. G. | EM | Municipal Bonds | 35% | 3.0% | NA | 5-Year Maturity | A3/A- by 2 NRSRO |
| XVI. H. | EM | Mortgage-Backed Securities (MBS), including CMOs | 35% | 15.0% | 3.0% per CUSIP | 5-Year WAL | Agency only |
| XVI. I. | EM | Asset-Backed Securities (ABS) | 10% | 3.0% | NA | 5-Year WAL | Aaa/AAA by 2 NRSRO |
| XVI. J. | EM | Commercial Mortgage-Backed Securities (CMBS) | 8% | 3.0% | NA | 5-Year WAL | Agency only |
| XVI. K. | EM | Repurchase Agreements | 15%, if longer than 1-Day | 5.0% | NA | 60-Days | Requires Master Repo Agreement |
| XVI. L. | EM | Bankers' Acceptances | 15% | 5.0% | No ABCP | 270-Days | A1/P1 by 2 NRSRO |
| XVI. M. | EM | Commercial Paper | 20% | 5.0% | No ABCP | 270-Days | A1/P1 by 2 NRSRO |

EM. External Managers where limits apply to external portfolio.

IM. Internal Management where limits apply to combined internal and external portfolios.

WAL. Weighted Average Life.

The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

Portfolio securities may be purchased in either fixed or floating-rate form.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Policy for Landfill Rate Stabilization Reserve:

Policy No. 03-08

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-1, "Policy for Landfill Rate Stabilization Reserve," adopted by the Board of County Commissioners on February 8, 1994 is hereby repealed and superseded, and a new policy entitled "Solid Waste Rate Stabilization Reserve Fund" is hereby adopted in its place. It shall be the policy of the Board of County Commissioners of Leon County, Florida that:

1. The Solid Waste Rate Stabilization Reserve Fund is established to provide the following:
 - a. To accumulate funding for planned future capital project expenditures;
 - b. Funding for temporary and nonrecurring unexpected capital projects;
 - c. Funding to accommodate unexpected program mandates from other governmental bodies;
 - d. Funding for extraordinary operating expenses.
 - e. Funding for operating expenses in order to stabilize rates.
2. Use of funds from the Solid Waste Rate Stabilization Reserve Fund will be limited to operation of the landfill and transfer station.
3. The Board of County Commissioners must approve requests for use of Rate Stabilization Reserve Fund. The Board will use the procedures and evaluation criteria set forth in this policy. Such requests will be evaluated in insure consistency with other Board policy; the urgency of the request; the scope of services to be provided; the short- and long-term fiscal impact of the request; a review of alternative methods of funding or providing the services; a review for duplication of services with other agencies; a review of efforts to secure non-County funding; a discussion of why funding was not sought during the normal budget cycle; and a review of the impact of not funding or delaying funding to the next fiscal year.
4. The Rate Stabilization Reserve Fund will be budgeted at the excess of revenues over expenditures after the requirements of the balance needed in the Contingency Reserve and Closure Reserve are met. The Rate Stabilization Reserve Fund shall be separate from the Contingency Reserve and Closure Reserve.
5. The County's budget will be amended at such time as the County Commission, by majority vote, authorizes the use of reserves. All requests to the County Commission for the use of Rate Stabilization Reserve Fund shall be accompanied by an addendum prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.
6. As used in this document, the term "Fund" does not require the establishment of a self-balancing set of accounts, but rather indicates a separate account established within the Solid Waste Enterprise Fund.

Ordinance for Discretionary Funding Guidelines:

Ordinance No. 06-34

Section 2-600 Application of Article

This article shall govern the allocation of discretionary funds and provide the Board a maximum amount of annual funding available in each of the following fund categories: Community Human Services Partnership Fund, Community Human Services Partnership – Emergency Fund, Commissioner District Budget Fund, Midyear Fund, Non-Departmental Fund, and Youth Sports Teams Fund.

Section 2-601 Annual Appropriation

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the Board in accordance with this article.

Section 2-602 Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- *Community Human Services Partnership Fund* shall mean funds eligible for allocation to social service programs.
- *Community Human Services Partnership – Emergency Fund* shall mean funds eligible for allocation for one time funding to meet an emergency situation.
- *Commissioner District Budget Fund* shall mean funds eligible for allocation to each Commissioner for activities relating to his or her district or the County at large.
- *Emergency Situation* shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded Community Human Services Partnership (CHSP) agency to provide services.
- *Midyear Fund* shall mean funds eligible for allocation for requests that occur outside of the regular budget process.
- *Non-Departmental Fund* shall mean funds eligible for allocation for non-profit entities that are included, by direction of the Board, as part of the regular adopted budget.
- *Non-Profit* shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.
- *Youth Sports Teams Fund* shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

Section 2-603

- (a) The County Administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
- (b) The County Administrator or his designee shall establish a process for evaluating request for funding made pursuant to this article.

Section 2-604

- (a) *Community Human Services Partnership Program Fund*
 - (1) Non-profits eligible for Community Human Services Partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple County awards for the same program or events, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
 - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Program.
- (b) *Community Human Services Partnership Program – Emergency Fund.*
 - (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one time funding through the Community Human Services Partnership Program – Emergency Fund.
 - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Partnership Program – Emergency Fund.
 - (3) These funds are available to any agency that is currently funded through the CHSP process.
 - (4) The request for emergency funding shall be made at a regular meeting of the Board. If deemed appropriate, the request for emergency funding shall then go before a CHSP sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend.) The sub-committee shall determine if the situation would qualify as an Emergency Situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the County Administrator, who is authorized to approve the recommendation for funding.
 - (5) In the event the Board does not meet in a timely manner, as it relates to an agency's request, the County Administrator shall have the authority to appropriate expenditures from this account.
- (c) *Commissioner District Budget Fund*
 - (1) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Commissioner District budget fund.
 - (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.
- (d) *Midyear Fund*
 - a. Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
 - b. Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Midyear Fund.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- c. In the event the Board does not meet in a timely manner, as it relates to a funding request, the County Administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the Board.
- (e) *Non-Departmental Fund*
- (1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.
 - (2) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Non-Departmental Fund.
 - (3) Non-profits eligible for funding through the Cultural Resources Commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event.
- (f) *Youth Sports Teams Fund*
- (1) Non-profits or athletic teams of the Leon County school system that are eligible for the County's Youth Athletic Scholarship Program are not eligible for funding pursuant to this Article.
 - (2) Annually, as part of the budget process, the Board shall determine the amount of funding pursuant to this Article.
 - (3) The award for Youth Sports Teams shall not exceed \$500 per team.
 - (4) Youth Sports Teams requesting funding from the Board shall first submit their requests in writing to the County Administrator or his or her designee for review and evaluation the request must include certified documentation establishing the legitimacy of the organization.
 - (5) Funding will be allocated on a first-come, first-serve basis. In the event that more than one request is received concurrently when the fund's balance is reduced to \$500, the remaining \$500 will be divided equally among the applicants meeting the evaluation criteria.
 - (6) Applicants must have participated in a City, County, or school athletic program during the year in which funding is sought.
 - (7) Team participants must be 19 years of age or younger.
 - (8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.
 - (9) After the Youth Sports Team funding level is established by the Board during the budget process, the County Administrator shall have the authority to appropriate expenditures from this account.
- (g) *Appropriation Process Annually, prior to March 31, the Board shall:*
- (1) Determine the amount of funding set aside for each funding category identified in this Article;
 - (2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and
 - (3) Provide direction to staff on additional appropriation requested that should be considered as part of the tentative budget development process.

Section 2. Conflicts.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this ordinance which are inconsistent, whether in whole or in part, with the said Comprehensive Plan.

Section 3. Severability.

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdictions, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Effective Date

This Ordinance shall have effect upon becoming law. DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 12th day of March, 2013.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Reserve Policy: Policy No. 07-2

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 07-2, "Reserves", adopted by the Board of County Commissioners on July 10, 2007, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

1. Emergency Reserves

- a. The general revenue emergency reserves will be maintained at an amount not to be less than 3% and to not exceed 8% of projected general fund and fine and forfeitures fund operating expenditures for the ensuing fiscal year.
- b. A Catastrophe Reserve will be maintained at 2% of the general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year. The Catastrophe Reserve will provide immediate cash flow for staff overtime, equipment, contractual support and materials/supplies in the event of a natural disaster. In the event of a declared local state of emergency, the County Administrator is authorized to utilize the Catastrophe Reserve to pay Leon County solid waste and Leon County building/growth fees for eligible residents for the purpose of debris removal and home restoration/reconstruction. To be eligible, residents must demonstrate that all other means (including, but not limited to: FEMA Individual Assistance, property insurance) have been exhausted prior to seeking County assistance.
- c. The reserve for contingency is separate from the reserve for cash balances.
- d. Annually, the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

2. Reserve for Cash Balances

- a. The County will maintain an annual unappropriated reserve for cash balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing.
- b. The unappropriated fund balance shall be no less than 10% and no greater than 20% of projected general fund and fine and forfeiture fund operating expenditures.
- c. The reserve for cash balance shall be separate from the emergency reserves.
- d. All major funds will retain sufficient cash balances to eliminate the need for short-term borrowing.

3. Utilization of Fund Balance

- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in Sections 1 and 2.
- b. Funds in excess of the minimums established can be utilized to support one time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls.

4. Budgeted Contingency Reserve

Budgeted Reserve for Contingency reserves, are established to provide the following:

- a. Funding for authorized mid-year increases to adopted levels of service.
- b. Funding for unexpected increases in the cost of providing existing levels of service.
- c. Temporary and nonrecurring funding for unexpected projects.
- d. Funding of a local match for public or private grants.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- e. Funding to offset losses in revenue caused by actions of other governmental bodies.
- f. Funding to accommodate unexpected program mandates from other governmental bodies.

5. Procedures

- a. The County Administrator is authorized to develop forms and procedures to be used by outside agencies or individuals or County agencies in submitting their requests for use of contingency reserves.
- b. County agencies, including County departments and Constitutional Officers, requesting additional funding from the Board shall first submit their requests in writing to the County Administrator for full review and evaluation.
- c. After evaluation, all requests will be brought to the Board for consideration at a regularly scheduled meeting.
- d. Requests for use of reserves for contingency may be approved only by the Board of County Commissioners.
- e. The County's budget will be amended at such time the County Commission, by majority vote, authorizes reserves for contingency. All requests to the County Commission for the use of any reserves for contingency shall be accompanied by a "contingency statement" prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

6. Evaluation Criteria

- a. The Board will use the procedures and evaluation criteria set forth in this policy. The evaluation of funding requests shall include, but not be limited to the following:
 - consistency with other Board policy;
 - the urgency of the request;
 - the scope of services to be provided;
 - the short-term and long-term fiscal impact of the request;
 - a review of alternative methods of funding or providing the services,
 - a review for duplication of services with other agencies;
 - a review of efforts to secure non-County funding;
 - a discussion of why funding was not sought during the normal budget cycle; and
 - a review of the impact of not funding or delaying funding to the next fiscal year.

7. Exceptions

- a. This policy is not intended to limit regular mid-year salary adjustment transfers from the salary adjustment contingency account, which is reviewed separately by the Board of County Commissioners on an annual basis.

Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, and Policies

Goal 1: [CI] *(Effective 7/16/90)*

To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

PUBLIC FACILITY NEEDS

Objective 1.1: [CI] *(Effective 7/16/90)*

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

Policy 1.1.1: [CI] *(Effective 7/16/90)*

The following definitions apply throughout this Capital Improvements Element.

1. "Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.
2. "Category of public facilities" means a specific group of public facilities, as follows:
 - a. Category A public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by the local government, all of which are addressed in other elements of this Comprehensive Plan.
 - b. Category B public facilities are fire service, bikeway, sidewalk, airport and other government facilities owned or operated by the local government.
 - c. Category C public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by Federal, and State governments, independent districts, and private organizations.
3. "Development order" for purposes of determining vested rights means any order granting, denying, or granting with conditions an application for a building permit, zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of the local government having the effect of permitting the development of land. Development orders shall be categorized as:
 - a. "Final Development Orders" The following development order shall be considered to be final development orders for purposes of a determination of vested rights in a previously approved development:
 - (1) Preliminary subdivision plat approval;
 - (2) Final subdivision plat approval; Tallahassee-Leon County Comprehensive Plan
 - (3) Final Site plan approval (pursuant to County Ordinance 88-16);

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- (4) Approval of a PUD concept plan;
- (5) Approval of a PUD Final Development Plan;
- (6) Building permit;
- (7) Development agreement entered into pursuant to Florida Statutes, Section 163.3220, et seq.; and
- (8) Any other development order which approves the development of land for a particular use or uses at a specified intensity of use and which allows commencement of construction or physical development activity on the land for which the development order is issued.

a. "Preliminary development order" mean a DRI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.

4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.

5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

Policy 1.1.2: [CI] *(Rev. Effective 8/17/92)*

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

Policy 1.1.3: [CI] Levels of Service Required for Infrastructure, Facilities, and Utilities *(Revised Effective 7/25/03; Revision Effective 7/20/05; Revision Effective 12/24/2010; Revision Effective 12/15/11)*

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

| Functional Classification | Inside the USA | Outside the USA |
|---|----------------|-----------------|
| Interstate, Intrastate, Limited Access Parkways | C | B |
| Principal Arterials | D | C |
| Minor Arterials | D / E* | C |
| Major and Minor Collectors | D / E* | C |
| Local Streets | D | D |

*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

**The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (*Revised Effective 12/10/02*)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

- 1) The roadway segment is "capacity constrained" (as defined below), and;
- 2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

- 1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
- 2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long-term plans, or;
- 3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

The "commensurate mitigation contribution" must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

For purposes of evaluating transit level of service over the Plan Horizon, the local government should expand coverage with a goal of serving 80 to 89 percent of the residential population within the Urban Service Area by a transit route along an arterial or collector roadway within approximately ½ mile.

3. Stormwater

a. Tallahassee and Leon County (Category A)

The design and water quality standards set forth in Florida Administrative Code Chapters 17-3 and 17-25, as the same may be amended from time to time, are hereby adopted by reference as the level of service for stormwater quality.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Local government may set higher minimum levels of treatment in watersheds where investigation and analysis indicate more stringent levels of service are required.

Stormwater management facilities shall be adequate to provide the following levels of service with regard to flood control:

100 Year Critical Storm Event

- No flood water in new buildings or existing buildings.
- Overland flow capacity available for all flow in excess of capacity of underground and open channel conveyance systems.

25 Year or Less Critical Storm Event

- No flood water more than six inches deep in local roads, parking lots, or other non-street vehicular use areas.
- No flood water in one driving lane each direction of collector streets.
- No flood water in two driving lanes each direction on arterial streets.
- Open channel conveyance capacity available for all flow in excess of capacity of underground conveyance system, or for full twenty-five year storm flow if no underground system exists.
- The rate of off-site discharge shall not exceed the predevelopment rate of discharge.
- 10 Year or Less Critical Storm Event
- No flood water in one driving lane of local roads.
- No flood water in the driving lanes of any road other than a local road.
- Underground conveyance not overflowing in business and commercial districts.

5 Year or Less Critical Storm Event

- No flood water in the driving lanes of any roadways. •Underground conveyances not overflowing in residential districts.

These are the adopted levels of service and shall be used as the basis for determining the availability of facility capacity and the system demand generated by development. In instances where an off-site deficiency exists at the time of adoption of this policy, such deficiency shall not be increased as the result of any development or land use changes.

b. Federal and State lands stormwater management

(Category C):

- (1) Inside urban service area: Same as local government
- (2) Outside urban service area: Same as local government

4. Potable Water

- a. Tallahassee and Leon County water systems (Category A):

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area (Rural Community Land Use Category or Demonstrated Hardship): 100 gpcpd

b. Private water system

(Category C):

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area: 100 gpcpd

5. Sanitary Sewer (Revision Effective. 1/7/10; Revision. Effective. 12/24/10)

a. The LOS for sanitary sewer systems shall be as published in the Recommended Standard for Wastewater Facilities as referenced in 62-604.300 (5) (g) Florida Administrative Code.

b. In the design of sewer collection, pumping, treatment, and effluent disposal facilities, appropriate peak factors shall be utilized. This is the adopted level and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

(1) Regional parkland: 4 acres per 1,000 population Includes City operation of County-owned Tom Brown Park.

(2) Area park land: 1 acre per 1,000 population

(3) Recreation facilities are included in the cost of parkland.

b. Leon County parks and recreation facilities:

(1) Regional parkland: 8 acres per 1,000 population

(2) Area Parkland: 1 acre per 1,000 population

(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities (includes all public, private, public/private partnerships, facilities, and contracted services):

(1) Provide for:

Table 19: Solid waste level of service (Capital Improvements)

| Year (Jan 1) | LOS (lbs/ Capita Per Day) | Year | LOS | Year | LOS | Year | LOS |
|-----------------|------------------------------------|------|-----|------|-----|------|-----|
| 2011 | 7.20 | 2016 | 7.4 | 2021 | 7.4 | 2026 | 7.4 |
| 2012 | 7.20 | 2017 | 7.4 | 2022 | 7.4 | 2027 | 7.4 |
| 2013 | 7.30 | 2018 | 7.4 | 2023 | 7.4 | 2028 | 7.4 |
| 2014 | 7.35 | 2019 | 7.4 | 2024 | 7.4 | 2029 | 7.4 |
| 2015 | 7.4 | 2020 | 7.4 | 2025 | 7.4 | 2030 | 7.4 |

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- (2) One year of Class I landfill lined cell disposal capacity at present fill rates
- (3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation
- (4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates
 - b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities

Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

Policy 1.1.4: [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

1. The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation: $Q = (S \times D) - I$.

Where Q is the quantity of capital improvements needed,

S is the standard for level of service,

D is the demand, such as the population, and

I is the inventory of existing facilities.

The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by including such demand in "D" (demand) in the preceding calculation.

2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:
 - a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.
 - b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:
 - (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and
 - (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and
 - (3) one of the following additional conditions is met:

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- (a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
 - (b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
 - (c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
 - (d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.
3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

Policy 1.1.5: [CI] (*Effective 7/16/90*)

The relative priorities among types of public facilities are as follows:

1. **Priorities Among Types of Public Facilities.** All public facility improvements that are based on achieving and maintaining a standard for levels of service adopted in this Comprehensive Plan are included in the financially feasible Schedule of Capital Improvements contained in this Capital Improvements Element. The relative priorities among types of public facilities (i.e., roads, potable water, sanitary sewer, etc.) were established by adjusting the standards for levels of service and the available revenues until the resulting public facilities needs became financially feasible.

Legal restrictions on the use of many revenue sources limit the extent to which types of facilities may be prioritized because they do not compete for the same revenues. During each annual prioritization process, no further prioritization among types of public facilities is necessary because all projects in the Schedule of Capital Improvements are financially feasible, programmed for improvement, and will be completed according to the Schedule. Each year, however, prioritization among types of facilities is re-determined by reaffirming or revising standards for levels of service within the constraints of available restricted revenues.
2. **Priorities of Capital Improvements Within a Type of Public Facility.** Capital improvements within a type of public facility are to be evaluated on the following criteria and considered in the order of priority listed below. The local government shall establish the final priority of all capital improvements using the following criteria as general guidelines. Any revenue source that cannot be used for a high priority facility will be used beginning with the highest priority for which the revenue can legally be expended.
 - a. Repair, remodeling, renovation, or replacement of obsolete or worn out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Plan.
 - b. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.
 - c. New public facilities, and improvements to existing public facilities, that eliminate public hazards not otherwise eliminated by improvements prioritized according to Subsection a or b, above.
 - d. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next five fiscal years, as updated by the annual review of this Capital Improvements Element. Tallahassee and Leon County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this Subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

improvements will be scheduled in accordance with criteria contained in the land development regulations.

- e. Improvements to existing facilities, and new facilities that significantly reduce the operating cost of providing a service or facility, or otherwise mitigate impacts of public facilities on future operating budgets.
 - f. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either;
 - (1) providing excess public facility capacity that is needed by future growth beyond the next five fiscal years, or
 - (2) providing higher quality public facilities than are contemplated in the local governments' normal design criteria for such facilities.
 - g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.
3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.
 4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

Policy 1.1.6: [CI] (Effective 7/1/04)

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

FINANCIAL FEASIBILITY

Objective 1.2: [CI] (Effective 7/16/90)

Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

Policy 1.2.1: [CI] (Effective 7/16/90)

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

Policy 1.2.2: [CI] (Revised Effective 12/8/98; Revision Adopted 4/21/05)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development
 - a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- b. Future development's payments may take the form of, but are not limited to, voluntary contributions for the benefit of any public facility, impact fees, capacity fees, dedications of land, provision of public facilities, and future payments of user fees, special assessments and taxes.
- c. Future development's payment of proportionate fair-share mitigation for various deficient facilities may be aggregated to pay for one or more transportation system improvements. "Significant benefit" proportionate fair share may be applied to calculate and expend developer mitigation in the following manner:

Assessment: The local government shall require an analysis of transportation facilities level of service to determine if deficiencies occur or are projected to occur within a prospective five-year period. If deficiencies are anticipated, the local government may use the "significant benefit" approach to assess proportionate fair-share mitigation and schedule improvements to address the identified deficiency(ies) on the impacted facility(ies) to meet the requirements for financial feasibility pursuant to Sections 163.3164(32), F.S., and 163.3177(3), F.S.

Implementation: The "significant benefit" provision shall be enacted through a Significant Benefit Memorandum of Agreement ("MOA") between the State of Florida Department of Transportation ("FDOT"), the City of Tallahassee, and Leon County, as it may be amended from time to time. The MOA shall adhere to the following:

- (1) Identify geographic zones and prioritize specific facilities that constitute "significant benefit" facilities for each zone. These facilities, and the amount of funding necessary to pay for each of them, shall be identified within the MOA. Significant benefit facilities included in the annual Capital Improvements Element update shall be noted as being funded by significant benefit proportionate fair-share. A map showing the most current boundaries of the geographic zones shall also be included in the annual Capital Improvements Element update;
- (2) When there are no roadway capacity projects in the City, County, or FDOT Capital Improvements Plan ("CIP") that address the capacity deficiency of an impacted roadway segment(s), the local government may collect proportionate fair-share mitigation based on the deficient facility(ies), and direct that mitigation toward the top priority project identified in the MOA;
- (3) Proportionate fair-share mitigation shall be accumulated for the top priority significant benefit project for each zone until such time as the project is fully funded. This project shall be incorporated into the local government's 5-Year Capital Improvements Schedule;
- (4) Prior to adoption of any comprehensive plan amendment relying on a MOA for City and/or County approval, the developer/applicant shall enter into a binding agreement with the City and/or County guaranteeing payment of the proportionate fair-share amount at the time of site plan approval. This agreement shall apply to the parcel rather than the applicant, and shall be submitted to the state land planning agency as data and analysis in support of the comprehensive plan amendment
- (5) In the event a plan amendment necessitates the addition, deletion or change in priority for projects listed in the significant benefit project priority list (Attachment B of the MOA), the 5-Year Capital Improvements Schedule must be amended to indicate the significant benefit project(s) to which the proportionate fair-share funding will be allocated.

- 2. Existing development
 - a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.
 - b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8
- 3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

4. The City will eliminate on-site refunds to property owners or their representatives except in those situations within the City limits which specifically support the City's goals of affordable housing, urban infill development, or the Southern Strategy goal of a more balanced growth pattern. In order to receive a rebate, a development must have an average net density of not less than two (2) units per acre. For purposes of this paragraph, the following definitions shall apply:
- a. Affordable housing: Any residential development in which 7% or greater of the residential units are determined to be affordable housing as defined in Section XIII, Glossary, under the Housing Element.
 - b. Urban infill development: A development located on a parcel of property bounded on two or more sides by existing urban development, or adjacent to existing water or sewer service. "Urban" development" is defined as densities or intensities of one unit per acre or greater.
 - c. Southern Strategy: Any development located within the Southern Strategy Area, as defined in the Land Use Element. (Rev. Effective 4/18/02)

The amount of on-site water and sewer refunds, on a residential equivalent basis shall not exceed (for water) an amount calculated to be the average cost to extend water distribution lines across a lot having 80 feet of frontage and (for sewer) an amount calculated to be the average cost to extend sewer collection lines across a lot having 80 feet of frontage.

The City shall amend its water and sewer extension policies and ordinances within sixty (60) days of the effective date of this amendment in order to effectuate the intent of this amendment.

In any utility reimbursement agreement, urban services agreement, or any other agreement, which provides for on-site refunds, the agreement shall state the specific goal or goals of this plan, which are served or achieved by the provision of refunds.

Policy 1.2.3: [CI] (Rev. Effective 9/19/91)

Capital improvements shall be financed, and debt shall be managed as follows:

1. Public facilities financed by enterprise funds (i.e., potable water, sanitary sewer, solid waste, and airport) shall be financed by:
 - a. debt to be repaid by user fees and charges for enterprise services, or
 - b. current assets (i.e., reserves, surpluses and current revenue), or
 - c. a combination of debt and current assets.
2. Public facilities financed by non-enterprise funds (i.e., roads, stormwater management, parks, fire service, police protection, and other government buildings) shall be financed from current assets: revenue, equity and/or debt. Specific financing of specific capital projects shall consider which asset, or group of assets, will be most cost effective, consistent with prudent asset and liability management, appropriate to the useful life of the project(s) to be financed, and efficient use of the local governments' debt capacity.
3. Debt financing shall not be used to provide more capacity than is needed within the Schedule of Capital Improvements for non-enterprise public facilities unless:
 - a. the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
 - b. the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
 - c. the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- d. the excess capacity is part of a capital project financed by general obligation bonds approved by referendum. 9J-5.016(3)(c)2
4. The aggregate net bonded indebtedness in the City's enterprise activities shall not exceed 70% of assets. The City's adjusted general government net bonded indebtedness per capita shall not exceed 135% of Moody's Investor Service published median for cities of comparable size.

Policy 1.2.4: [CI] (Effective 7/16/90)

Tallahassee and Leon County shall not provide a public facility, nor shall it accept the provision of a public facility by others if Tallahassee, Leon County or another provider is unable to pay for the subsequent annual operating and maintenance costs of the facility.

Policy 1.2.5: [CI] (Effective 7/16/90)

All development orders issued by the local government which require public facilities that will be financed by sources of revenue which have not been approved or implemented (such as future debt or referenda) shall be conditioned on the approval of implementation of the indicated revenue source, or the substitution of a comparable amount of revenue from existing sources.

Policy 1.2.6: [CI] (Effective 7/16/90)

The sources of revenue contain within the adopted Comprehensive Plan (July 16, 1991) require no local referendum. In the event that subsequent sources of revenue listed under "Projected Costs and Revenues" require voter approval in a local referendum that has not been held, and a referendum is not held, or is held and is not successful, the Comprehensive Plan shall be amended to adjust for the lack of such revenues, in any of the following ways:

1. Reduce the standard for levels of service for one or more public facilities, or
2. Increase the use of other sources of revenue, or
3. Decrease the cost, and therefore the quality, of some types of public facilities while retaining the quantity of the facilities that is inherent in the standard for levels of service, or
4. A combination of the above alternatives.

The analysis that supports this Capital Improvements Element shall contain an Alternative Recommendation setting forth the costs and sources of revenue that will be proposed in the Plan amendment in the event the referendum is not held, or is held and is not successful.

Policy 1.2.7: [CI] (Effective 4/18/02; Revision Effective 12/29/05; Revision Effective 12/24/10)

Utility providers for sanitary sewer, water and stormwater shall prepare long range master plans with a 20-year planning horizon for major facilities from which subsequent five year capital improvement programs shall be derived. These long range master plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area, and shall also contain a cost feasible plan. These long range master plans will be updated every five years.

Policy 1.2.8: [CI] (Effective 6/6/08; Revision. Annually)

Leon County Schools' 2016-2017 five-year District Facilities Work Program (as adopted by Leon County Schools on October 25, 2016) is hereby adopted by reference into the five-year Schedule of Capital Improvements. The five-year Schedule of Capital Improvements will be evaluated and updated annually to reflect existing and future public school facility needs to ensure that the School District's five-year capital plan is financially feasible and that the adopted level-of-service standard for public schools is achieved and maintained.

Policy 1.2.9: [CI] (Renumbered Effective 12/15/11; Formerly Transportation Element Policy 1.10.2, Effective. 7/16/90)

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

The local government shall not take over the maintenance or the responsibilities associated with a local private road not built or upgraded to standards adopted by the local government.

Policy 1.2.10: [CI] (Renumbered Eff. 12/15/11; Formerly Transportation Element Policy 1.10.5, Effective. 7/16/90)

The City shall develop and maintain a program to pave all unpaved streets in the city limits under a 50% public and 50% assessment to owners along the street. The program will be prioritized with dead-end streets given lowest priority. The program will be subject to the availability of right-of-way.

Policy 1.2.11: [CI] (Revision Effective. 12/15/11; Formerly Transportation Element Policy 2.1.1)

Multimodal transportation districts shall only be approved in conjunction with the approval of financially feasible plans for bicycle, pedestrian and transit systems that reduce reliance on automobiles for access and internal circulation. In addition to local, state, and federal sources, financial feasibility shall be supported by a mobility fee to be paid by development projects based on their projected impacts to the transportation network consistent with procedures established by in the City of Tallahassee Concurrency Management system Policy and Procedures Manual (dated July 21, 2006 or most current).

Objective 1.3: [CI] (Effective 7/16/90)

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of Capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

Policy 1.3.1: [CI] (Rev. Effective 11-22-99)

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

1. The Schedule of Capital Improvements shall be updated annually. The annual update process shall be initiated concurrently with the preparation and adoption of the local governments' capital budgets. The capital improvement element schedule update amendment to the Comprehensive Plan shall be based upon the local governments' draft capital budgets being considered for adoption. The capital improvement element schedule update shall reflect any changes in the construction initiation date, completion date, or estimated project cost as otherwise established in a previous year's capital improvement element schedule update. The update shall also indicate whether those projects included in the previous year's capital improvement element schedule update (but not included in the current year's capital improvement element schedule update), have been completed, are ongoing, or have been deleted. Thereafter, prior to the transmittal of the amendment revising the Schedule of Capital Improvements, the amendment shall be revised to reflect any corresponding changes in the adopted local government capital budgets.
2. Pursuant to Florida Statutes 163.3187, the Schedule of Capital Improvements may be amended two times during any calendar year, and as allowed for emergencies, developments of regional impact, and certain small scale development activities.
3. Pursuant to Florida Statutes 163.3177, the Schedule of Capital Improvements may be adjusted by ordinance not deemed to be an amendment to the Comprehensive Plan for corrections, updates, and modifications concerning costs; revenue sources; acceptance of facilities pursuant to dedications which are consistent with the plan; or the date of construction of any facility enumerated in the Schedule of Capital Improvements.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

4. Any act, or failure to act, that causes any project listed in the Schedule of Capital Improvements of this Comprehensive Plan to be scheduled for completion in a fiscal year later than the fiscal year indicated in the Schedule of Capital Improvements shall be in effect only if the act causing the delay is subject to one of the following:
 - a. Projects providing capacity equal to, or greater than the delayed project are accelerated within, or added to the Schedule of Capital Improvements, in order to provide capacity of public facilities in the fiscal year at least equal to the capacity scheduled prior to the act which delayed the subject project.
 - b. Modification of development orders issued conditionally or subject to the concurrent availability of public facility capacity provided by the delayed project. Such modification shall restrict the allowable amount and schedule of development to that which can be served by the capacity of public facilities according to the revised schedule.
 - c. Amendment of the plan to reduce the adopted standard for the level of service for public facilities until the fiscal year in which the delayed project is scheduled to be completed. 9J-5.016(3)(c)7

Policy 1.3.2: [CI] (*Effective 7/16/90*)

The local government shall include in the capital appropriations of their annual budgets all the capital improvements projects listed in the Schedule of Capital Improvements for expenditure during the appropriate fiscal year, except that the local government omit from their budgets any capital improvements for which a binding agreements has been executed with another party to provide the same project in the same fiscal year. The local government may also include in the capital appropriations of their annual budgets additional public facility projects that conform to Policy 1.1.4.2.b.3 and Policy 1.2.3.3.9J-5.016(3)(c)7.

Policy 1.3.3: [CI] (*Rev. Effective 8/17/92; Revision Effective 12/29/05*)

The City Commission of Tallahassee and the Board of County Commissioners of Leon County find that the impacts of development on public facilities within Tallahassee and Leon County occur at the same time as development authorized by a final development order. The local government shall determine, prior to the issuance of development orders, whether or not there is sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for existing development and the proposed development concurrent with the impacts of proposed development. For the purpose of this policy, the City of Tallahassee shall define "concurrent with" as follows:

1. No final development order shall be issued by the local government after October 1, 1990 unless there shall be sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for the existing population and for the proposed development according to the following timeframes:
 - a. For the following public facilities, there must be: a) available capacity to serve the impacts of the proposed development prior to the issuance of the building permit; b) at the time a development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Florida Statutes, or an agreement or development order is issued pursuant to Chapter 380, Florida Statutes to be in place and available to serve new development at the time of the issuance of a certificate of occupancy.
 - (1) Potable water.
 - (2) Sanitary sewer.
 - (3) Solid waste.
 - (4) Stormwater management.
 - b. For the following public facilities there must be available capacity to serve the impacts of the proposed development at the adopted level of service within 12 months of the issuance of the final development order:
 - (1) Parks and recreation.
 - (2) Mass transit.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

2. An applicant for a preliminary development order shall have a determination made as to the availability of Category A and Category C public facilities in accordance with subsection a or b:
 - a. The applicant may request a determination of available capacity as part of the review and approval of the preliminary development order provided that the determination of available capacity shall apply only to specific uses, densities and intensities based on information provided by the applicant and included in the development order,
 - b. The applicant may request the approval of a preliminary development order without a determination of capacity of Category A and Category C public facilities provided that any such order is issued subject to requirements in the applicable land development regulation or to specific conditions contained in the preliminary development order that:
 - (1) Final development orders for the subject property are subject to a determination of available capacity in Category A and Category C public facilities, as required by Policy 1.3.1, and;
 - (2) No rights to obtain final development order, nor any other rights to develop the subject property have been granted or implied by the local government's approval of the preliminary development order without determining that there is available capacity in Category A and Category C public facilities.
3. Except for an approved development of regional impact with specific phases of development, the determination of available capacity shall be valid for the term of a proposed project's development order. For development orders without specific terms of development, the determination and reservation of available capacity shall not exceed two years. For good faith development, extensions of the two year terms may be permitted in six month intervals.
4. A determination that there is available capacity in public works to serve the project shall run with the land; shall be assignable within adjacent portions of a project; and shall not be assignable to other projects. A determination that there is available capacity for a project shall apply only to specific land uses, densities, and intensities based upon information provided by the applicant. Any change in the density, intensity or land use is subject to review and approval or denial by the City of Tallahassee.
5. An applicant shall prepay all impact fees or other infrastructure costs to guarantee the applicant's pro rata share of the local governments' financial obligation for public facilities, which are constructed by the local government for the benefit of the subject property.
 - a. Whenever an applicant's pro rata share of a public facility is less than full cost of the facility, the local government shall contract with the applicant for the full cost of the facility including terms regarding reimbursement of the applicant for costs in excess of the applicant's pro rata share.
 - b. Upon expiration of the determination of capacity for the development pursuant to subsection 2.a.(2) all unused capacity shall be forfeited. The pro rata infrastructure costs (not impact fees) paid for said capacity now forfeited shall be held by the City as a credit unless excess capacity exists that will allow local government to extend the expiration date. Pro rata infrastructure costs held as a credit by local government and not used by a developer to offset future impacts on public facilities shall be rebated without interest to the developer after a period of one (1) year.
6. The standards for levels of service of Category A and Category C public facilities shall be applied to the issuance of development orders on the following geographical basis:
 - a. Public facilities which serve all of Leon County shall achieve and maintain the standard for levels of service on a Countywide basis. No development order shall be issued in any unincorporated part of Leon County if the standard for levels of service is not achieved and maintained throughout the County for the following public facilities:
 - (1) Solid Waste Disposal
 - (2) Countywide Parks

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- b. Public facilities which serve less than all of Leon County shall achieve and maintain the standard for levels of service within their assigned service area. No development order shall be issued in an assigned service area if the standard for levels of service is not achieved and maintained throughout the assigned service area for the following public facilities and assigned service areas:
- (1) Arterial and Collector Roads: All such roads throughout the county significantly affected by the proposed development
 - (2) Stormwater Management Systems: Major Stormwater Basin
 - (3) Potable Water Systems: Water System Service Area
 - (4) Sanitary Sewer Systems: Treatment Plant Service Area
 - (5) Area Parks: Urban Service Area
 - (6) Mass Transit: Citywide

COORDINATE CAPITAL IMPROVEMENTS WITH LAND DEVELOPMENT

Objective 1.4: [CI] *(Effective 7/16/90)*

Manage the land development process to insure that all development receives public facility levels of service equal to, or greater than the standards adopted in Policy 1.1.3, subsections 1-3, and 6. 9J-5.016(3)(b)3 and 5 by implementing the Schedule of Capital Improvements (required by Objective 1.3) and produced in its entirety elsewhere in the Capital Improvements Element, and by using the fiscal resources provided for in Objective 1.2 and its supporting policies.

Policy 1.4.1: [CI] *(Effective 7/16/90)*

All Category A public facility capital improvements shall be consistent with the goals, objectives and policies of the appropriate elements of this Comprehensive Plan.
9J-5.016(3)(b)5, (3)(c)9, and (4)(a)1.b

Policy 1.4.2: [CI] *(Rev. Effective 11-22-99)*

The local government shall integrate their land use planning and decisions with their plans for public facility capital improvements by developing and adopting the programs listed in the "Implementation Programs" section of this Capital Improvements Element. The location of, and level of service provided by projects in the Schedule of Capital Improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Future Land Use Element of this Comprehensive Plan. Individual land use decision shall be consistent with the Comprehensive Plan. 9J-5.016(3)(b)3, (3)(c)9.

REQUIREMENTS FOR CAPITAL IMPROVEMENTS IMPLEMENTATION SCHEDULE OF CAPITAL IMPROVEMENTS, INCLUDING GENERAL LOCATION

The Schedule of Capital Improvements on the following pages will repair or replace obsolete or worn out facilities, eliminate existing deficiencies, and make available adequate facilities for future growth through no less than a five-year planning period, updated annually. The analysis of capacity requirements for deficiency and growth at the time of original plan adoption appears in a support document prepared for this Capital Improvements Element: "Public Facility Requirements 1988/89 - 1995/96 and to 2010."

The projects are listed according to the type of public facility. Within each list, projects are listed in sequence according to the fiscal year in which the initial project expenditures are scheduled. The capital improvement element schedule update shall provide the projected construction initiation date, completion date, and rough estimate of the total project cost for each project included therein. The capital improvement element schedule update shall include advance-funded State of Florida roadway projects, noting, however, that the local government bears no obligation in the funding or construction of these facilities. The capital improvement element schedule update shall include those local road projects reflected in the local government's adopted capital budget.

Each project is named, and briefly described. Most project locations are specified in the name or description of the project. The capacity of the project is shown, using the same measure of capacity that is used in the standard for the level of service (see Policy 1.1.3). Capacity increases may meet the needs of current deficiencies, or future

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

development, or both, as noted above. If no "added capacity" is shown, the project is limited to repair, renovation, remodeling or replacement of an existing facility, with no net increase in capacity.

The estimated cost of each project during each of the next five or six fiscal years is shown in thousands of dollars (\$1000s), and the total 5 or 6-year cost is also shown. Any costs incurred before or after the 5 or 6-year schedule are omitted from the project total. Such costs appear in the local governments' Capital Improvements Programs. All cost data is in current dollars; no inflation factor has been applied because the costs will be revised as part of the annual review and update of the Capital Improvements Element.

All projects contained in this Schedule of Capital Improvements are consistent with the other elements of this Comprehensive Plan. Consistency is determined and maintained by calculating that the total capacities of planned projects and existing facilities achieve or exceed the capacity of facilities that are required by the adopted standards for levels of service using the formula in Policy 1.1.4. 9J-5.016(4)(a)1

The Capital Improvements Element reflects the five year adopted Capital Improvement Plans (CIPs) of the City of Tallahassee and Leon County, and may not reflect other Capital Facilities documents that are concurrently being developed and yet to be adopted.

Rule 9J-5.016, F.A.C., concerning the Capital Improvements Element states, in part, "The Capital Improvements Element should include projects for which local government has fiscal responsibility."

Objective 1.5: [CI] *(Effective 6/28/98)*

Ensure that the City of Tallahassee and Leon County, their agents, and their assigns appropriate adequate funds and maintain an operational commitment sufficient to implement the various obligations of the Comprehensive Plan which are not addressed through the capital improvements planning requirements.

Policy 1.5.1: [CI] *(Effective 6/28/98)*

The City of Tallahassee and Leon County, either jointly or separately, shall, in conjunction with the Comprehensive Plan Evaluation and Appraisal Report process, undertake a periodic review of obligations set forth in the Comprehensive Plan for which they, or their agents or assigns, are responsible for implementing, and which are not otherwise addressed through the capital improvements planning process. Each obligation shall be evaluated; including: a) affirmation of the commitment to the obligation; b) demonstration of financial capacity and commitment to carry out the work necessary to fulfill the obligation; and c) an assessment as to the ability to perform, or have performed, required work within the specified period of time (as applicable).

Should the City of Tallahassee or Leon County determine, as an outcome of this review, that an obligation found in the Comprehensive Plan should be deleted or otherwise modified; the affected local government shall file, at the first available opportunity, an amendment to the Comprehensive Plan making corresponding appropriate revisions.

Objective [CI] 1.6: *(Effective 12/8/98)*

The City of Tallahassee and Leon County shall adopt and implement revised programs and/or policies which favor the funding and scheduling of their capital improvements programs and policies for the Central Core Area and Southern Strategy Area

Policy [CI] 1.6.1: *(Effective 12/8/98)*

The local governments shall commit to undertake needed repairs, replace obsolete infrastructure and facilities, and address existing infrastructure deficiencies within the Central Core Area and Southern Strategy Area. The identification of such projects shall be based on the Comprehensive Assessment of the Central Core Area; the Comprehensive Assessment of the Southern Strategy Area; the Strategic Implementation Plan of the Central Core Area; the Strategic Implementation Plan of the Southern Strategy Area; and, any applicable Sector Plans.

Policy [CI] 1.6.2: *(Effective 12/8/98)*

By 1999, the local governments shall establish criteria for evaluation of projects proposed for inclusion within the 5

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

Year Capital Improvement Schedule. Among these criteria, there shall be criteria reflecting the commitment to needed improvements within the Central Core Area the Southern Strategy Area.

Policy [CI] 1.6.3: (Effective 12/8/98)

Funding approved to implement capital improvements necessary to address those needs identified by the Comprehensive Assessment of the Central Core Area and the Comprehensive Assessment of the Southern Strategy Area shall not be diverted to other projects without the expressed consent of the Commission.

PROGRAMS TO ENSURE IMPLEMENTATION

(Revision Effective 9/19/91; Revision Effective 3/17/11)

The following program descriptions are part of the adopted Comprehensive Plan. The following programs shall be implemented by January 31, 1991, or such earlier date as may be adopted by the local government, to ensure that the goals, objectives and policies established in the Capital Improvements Element will be achieved or exceeded. Each implementation program will be adopted by ordinance, resolution or executive order, as appropriate for each implementation program.

1. **Review of Applications for Development Orders.** The local government shall amend their land development regulations to provide for a system of review of various applications for the levels of service of Category A and Category C public facilities. Such system of review shall assure that no final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued. The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:
 - a. Revision of population projections
 - b. Update of inventory of public facilities
 - c. Update of costs of public facilities
 - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted standards)
 - e. Update of revenue forecasts
 - f. Revise and develop capital improvements projects for the next five fiscal years
 - g. Update analysis of financial capacity
 - h. The most current version of the Significant Benefit Memorandum of Agreement (MOA), as allowed pursuant to Policy 1.2.2.(c), and notation in the Capital Improvements Schedule of specific projects allowed by Policy 1.2.2.(c).

2. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include the following data and analysis:
 - a. Revision of population projections
 - b. Update of inventory of public facilities
 - c. Update of costs of public facilities
 - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted standards)
 - e. Update of revenue forecasts
 - f. Revise and develop capital improvements projects for the next five fiscal years
 - g. Update analysis of financial capacity
 - h. The most current version of the Significant Benefit Memorandum of Agreement (MOA), as allowed pursuant to Policy 1.2.2.(c), and notation in the Capital Improvements Schedule of specific projects allowed by Policy 1.2.2.(c).

3. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
 - a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

b. Public facility capacity review. The City of Tallahassee and Leon County shall use the procedures specified in Implementation Program 1, above, to enforce the requirements of Policy 1.3.3.a. and b. and as such the impacts of proposed development will be analyzed in relation to the availability of capacity at the time of permitting. Records shall be maintained during each fiscal year to indicate the cumulative impacts of all development orders approved during the fiscal year-to-date on the capacity of public facilities as set forth in the most recent annual report on capacity and levels of service of public facilities. The land development regulations of the local government shall provide that applications for development orders that are denied because of insufficient capacity of public facilities may be resubmitted after a time period to be specified in the land development regulations. Such time period is in lieu of, and not in addition to, other minimum waiting periods imposed on applications for development orders that are denied for reasons other than lack of capacity of public facilities. Land development regulations shall require that development commence within a specified time after a development order is issued, or the development order shall expire, subject to reasonable extensions of time based on Criteria included in the regulations.

c. Review of changes in planned capacity of public facilities. The local government shall review each amendment to this Capital Improvement Element, in particular any changes in standards for levels of service and changes in the Schedule of Capital Improvements, in order to enforce the requirements of Policy 1.3.1.d.

d. Concurrency implementation strategies. The local government shall annually review the concurrency implementation strategies that are incorporated in this Capital Improvements Element:

- (1) Standards for levels of service that are phased to reflect the local governments financial ability to increase public facility capacity, and resulting levels of service, from year to year. Standards for levels of service may be phased to specific fiscal years in order to provide clear, unambiguous standards for issuance of development orders. (See Policy 1.1.3)
- (2) Standards for levels of service that are applied within appropriate geographical areas of the local government. Standards for Countywide public facilities are applied to development orders based on levels of service throughout the County. Standards for public facilities that serve less than the entire County are applied to development orders on the basis of levels of service within assigned service areas. (See Policy 1.3.3.c)
- (3) Standards for levels of service are applied according to the timing of the impacts of development on public facilities. Final development orders, which impact public facilities in a matter of months, are issued subject to the availability of water, sewer, and solid waste facilities prior to the issuance of the building permit, and other facilities (i.e., parks stormwater management and, mass transit) must be available within 12 months of the final development order. Preliminary development orders can be issued subject to public facility capacity, but the capacity determination expires in two years unless the applicant provides financial assurances to the local government. As an alternative, the determination of public facility capacity for preliminary development orders can be waived with in agreement that a capacity determination must be made prior to issuance of any final development order for the subject property. Such a waiver specifically precludes the acquisition of rights to a final development order as a result of the issuance of the preliminary development order. (See Policy 1.3.3.a and b)
- (4) Levels of service are compared to adopted standards on an annual basis. Annual monitoring is used, rather than case-by-case monitoring, for the following reasons:
 - (a) annual monitoring corresponds to annual expenditures for capital improvements during the local governments' fiscal years;
 - (b) annual monitoring covers seasonal variations in levels of service; and
 - (c) case-by-case monitoring would require applicants for development orders or the local government to conduct costly, time-consuming research which would often be partially redundant of prior research, or involve disparate methodologies and produce inconsistent results.
 (See Concurrency Implementation and Monitoring System component A, above.)
- (5) Public facility capital improvements are prioritized among competing applications for the same amount of facility capacity according to the criteria in Policy 1.1.5.b.4. If any applications have to be deferred to a future fiscal year because of insufficient capacity of public facilities during the current fiscal year, the applications to be deferred will be selected on the basis of rational criteria

Leon County Fiscal Year 2020 **Adopted** Budget

County Financial Policies & Ordinances

- e. Capacity of Public Facilities for Development Orders Issued Prior to Adoption of the Plan. The City of Tallahassee and Leon County will "reserve" capacity of public facilities for development orders, in addition to approved Developments of Regional Impact, that were issued by the local government prior to the adoption of this Comprehensive Plan under the following circumstances:
- (1) A representative of the property which is the subject of the development order has requested and received a determination of vested rights, and
 - (2) A representative of the property which is the subject of the development order has accepted in writing the applicable requirements of Policy 1.3.3.b, c of the Capital Improvements Element.

The local governments find that it is not necessary to automatically "reserve" capacity of public facilities for all development orders issued prior to the adoption of the plan because experience indicates that many such development orders are not used, or are not used to the maximum allowable uses, densities or intensities. The local governments find that the population forecasts that are the basis for this plan are a reasonable prediction of the absorption rate for development, and that the capital facilities which are planned to serve the forecast development are available for that absorption rate. Reserving public facility capacity for previously issued development orders would deny new applicants access to public facilities, and would arbitrarily enhance the value of dormant development orders.

The local governments intend to develop and pursue programs that will give persons with legitimate and substantial vested rights an opportunity to proceed with their plans without arbitrary interference by the new Comprehensive Plan. However; the local governments intend to require such persons to "continue in good faith" in order to "reserve" capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not "reserve" capacity of public facility for previously issued development orders that have not been vested under the local government's vesting ordinance and which have not continued development in good faith.

4. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
 - a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
 - B. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
 - c. Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.
5. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

SCHEDULES OF CAPITAL IMPROVEMENTS

NOTE: Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Abbreviations & Acronyms

| | | | |
|-------|---|------|--|
| AC | Advisory Committee | EMS | Emergency Medical Services |
| ADA | America Disabilities Act | EOC | Emergency Operations Center |
| AFS | Administrative Financial System | ESF | Emergency Support Function |
| AGI | Adjusted Gross Income | FAC | Florida Association of Counties |
| AMT | Alternative Minimum Tax | FASB | Financial Accounting Standards Board |
| BAR | Budget Amendment Request | FDOT | Florida Department of Transportation |
| BCP | Budget Change Proposal | FEMA | Federal Emergency Management Agency |
| BEA | Budget Enforcement Act | FICA | Federal Insurance Contributions Act |
| BEBR | Bureau of Economic and Business Research | FLUM | Future Land Use Map |
| BLS | Bureau of Labor Statistics | FNP | Florida Nutrition Program |
| BOCC | Board of County Commissioners | FS | Florida Statutes |
| CAFR | Comprehensive Annual Financial Report | FTE | Full-time Equivalency |
| CDAT | Cross Departmental Action Team | FY | Fiscal Year |
| CHSP | Community Human Services Partnership | GAAP | Generally Accepted Accounting Principles |
| CIP | Capital Improvement Program | GAL | Guardian Ad Litem |
| COLA | Cost of Living Adjustment | GAO | Government Accountability Office |
| CPI | Consumer Price Index | GASB | Governmental Accounting Standards Board |
| CRA | Community Redevelopment Act | GEM | Growth and Environmental Management |
| CRTPA | Capital Region Transportation Planning Agency | GFOA | Government Finance Officers Association |
| DEP | Department of Environmental Protection | GIS | Geographic Information Systems |
| DIA | Downtown Improvement Authority | GRPA | Government Performance & Results Act |
| DOR | Department of Revenue | HAB | Healthcare Advisory Board |
| DJJ | Department of Juvenile Justice | | |
| DRI | Development of Regional Impact | | |
| EDC | Economic Development Council | | |
| EEO | Equal Employment Opportunity | | |

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Abbreviations & Acronyms

| | | | |
|--------|---|-------|---|
| HFA | Housing Finance Authority | OMB | Office of Management & Budget |
| HHS | Health & Human Services | OPS | Other Personnel Service |
| HIPAA | Health Insurance Portability and Accountability Act | ORG | Organization |
| HR | Human Resources | OSHA | Occupational Safety and Health Administration |
| HUD | Housing & Urban Development | PETS | Permit Enforcement Tracking System |
| ICLEI | International Council for Local Environmental Initiatives | PIO | Public Information Office |
| ICMA | International City/County Management Association | PSCB | Public Safety Communications Board |
| IDP | Individual Development Plan | PSCC | Public Safety Coordinating Council |
| IFAS | Integrated Fund Accounting System | PUB | Planned Unit Development |
| JAG | Justice Assistance Grant | RFP | Request for Proposals |
| JE | Journal Entry | RP | Real Property |
| JV | Journal Voucher | SAL | State Appropriations Limit |
| LCCOL | Leon County Code of Law | SCRAM | Secure Continuous Remote Alcohol Monitor |
| LCSO | Leon County Sheriff's Office | SHIP | State Housing Initiative Plan |
| LEADS | Listens, Engages, Aligns, Delivers, Strives | SLGS | State and Local Government Security |
| LOS | Level of Service | SPTR | Supervised Pre -Trial Release |
| LOST | Local Option Sales Tax | TDC | Tourist Development Council |
| MIS | Management Information Services | TFA | Transaction Function Activity Code |
| MOU | Memorandum of Understanding | TIF | Tax Increment Financing |
| MSTU | Municipal Services Taxing Unit | TIPS | Treasury Inflation Protected Securities |
| M/WSBE | Minority/Women Small Business Enterprise | TLCPD | Tallahassee-Leon County Planning Department |
| NA | Not Applicable, or Not Available | TMDL | Total Maximum Daily Load |
| NCGA | National Council on Governmental Accounting | TRIM | Truth In Millage |
| NCIC | National Crime Information Center | USA | Urban Services Area |
| NIPA | National Income and Product Accounts | USDA | United States Department of Agriculture |
| NPDES | Non-Point Discharge Elimination System | YTD | Year-to-Date |
| OGC | Office of General Council | | |

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Citizens' Guide to the Budget Budget Terms

-A-**Accrual Accounting:**

A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Actual:

Monies which have already been used or received.

Ad Valorem Tax:

A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

Adjusted Final Millage:

The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

Adopted Budget:

The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

Aggregate Millage Rate:

The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10.00 per \$ 1,000 of assessed taxable value.

Amendment:

A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

Appropriated Fund Balance:

The fund balance is included as a revenue source in the annual budget.

Appropriated Income:

Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

Appropriations:

A specific amount of funds authorized to which financial obligations and expenditures may be made.

Assessed Value:

A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

-B-**Balanced Budget:**

A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Base Budget:

The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year.

Board of County Commissioners (BOCC):

Elected Officials that make legislative decisions concerning Leon County policies.

Leon County Fiscal Year 2020 Adopted Budget**Budget Terminology****Bond:**

A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond ordinance.

Budget:

A fiscal plan for using financial and staff resources to accomplish specific goals and objectives within a definite time period.

Budget Amendment Request (BAR):

A proposal to change the dollar amount or scope of an activity or project after the budget has been approved by the Board of County Commissioners.

Budget Change Proposal:

A proposal to change the level of service or funding sources for activities authorized or to propose new program activities not currently authorized.

Budget Message:

A brief written statement presented by the County Administrator to explain principal budget issues and to identify policy-related issues to the Leon County Commission.

Budget Resolution:

The budget resolution establishes various budget totals, divides spending totals into functional categories and may include reconciliation instructions to designated departments.

Budget Split:

Allocation of salary across the Organizational Codes in an organization.

-C-**Capital Improvement Projects:**

Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of \$10,000. These may include buildings, recreational facilities, road and drainage structures, and large pieces of equipment.

Capital Improvement Program (CIP):

A five-year plan for providing public physical improvements. The program provides the following information for each project: a time frame for completion, the location, description, an annual estimated expenditure and the proposed method of financing.

Capital Outlay:

Annual operating expenditures for the acquisition of, or addition to, fixed assets. These expenditures must cost more than \$750 and less than \$10,000 and will include construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment.

Chart of Accounts:

A set of accounting codes characterizing transactions throughout the organization's financial systems. It facilitates the consistent coding of transactions for entry into the systems as well as computer manipulation of transaction data.

Constitutional Officer:

Positions established by Florida's Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

Contingency:

A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

Continuation Budget Request:

Includes funding required to continue the existing level of service in the service area.

County Administrator:

The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Customer:

The recipient of an output product or service. May be internal or external to the organization.

-D-**Debt Service:**

The expense of retiring such debts as loans and bond issues. It includes principal and interest payments, payments for paying agents, registrars, and escrow agents.

Debt Service Fund:

A fund established to account for the accumulation of resources for the payment of interest and principal general long-term debt.

Deficit:

The excess of expenditures over revenues during a fiscal year.

Department:

A basic organizational unit of County government which is functionally unique in its service delivery and is comprised of more than one program.

Depreciation:

The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as enterprise and internal service funds).

Division:

A basic organizational unit of the County which is functionally unique in its service delivery.

-E-**Economic Indicators:**

Economic information such as consumer price index, population, personal income, housing starts, wages, production, business activity, purchasing power, and unemployment.

Encumbrance:

The commitment of appropriated funds to purchase an item or service.

Enterprise Fund:

A governmental accounting fund for operations that function similarly to private business enterprises. The cost of providing these types of services is derived by user fees and other charges for service.

Exception Report:

A report that supplement information already available on regular reports by highlighting unusual situations which require the attention of management.

Exemption:

A portion of the total assessed valuation of property which is not subject to property taxes. An example is the homestead exemption which provides qualifying homeowners with a \$25,000 exemption on their personal residential property. In January 2008, an additional exemption for value that exceeds \$50,000, up to a total additional exemption of \$25,000 was approved by constitutional amendment.

Expenditure:

Decreases in fund financial resources for the procurement of assets or the cost of goods and/or services received.

-F-**Fiscal Year (FY):**

Any twelve (12) month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The fiscal year for Leon County begins on October 1 and ends on September 30 of the following year.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Fiduciary Fund:

Used to account for assets held by a governmental entity for other parties (either as a trustee or as an agent) and that cannot be used to finance the governmental entity's own operating programs.

Franchise Fee:

A fee imposed by a government unit for a right/ license granted to an individual/ business to market a company's goods/services in a particular area.

Fund:

A group of appropriations treated as an entity to meet legal requirements or Generally Accepted Accounting Principles (GAAP).

Fund Balance:

The difference between fund assets and fund liabilities.

-G-**GAAP:**

Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund:

The fund used to account for all financial resources that are derived from ad valorem (property) taxes, licenses, permits, and other general revenues that will be used to support services that are provided on a countywide basis.

Governmental Fund:

Used to account for the sources, uses, and balances of current financial resources and often have a budgetary orientation. Are comprised of the following fund types: The General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, and Permanent Funds.

Grant:

A contribution by a government or other organization to support a particular function. Grants may be classified as either operation or capital, depending upon the grantee.

-I-**Indirect Cost Reimbursement:**

Payments made to the County's general fund by enterprise or grant-funded programs to cover administrative overhead costs incurred by the County.

Inflation:

Growth in a general measure of prices, usually expressed as an annual rate of change.

Intergovernmental Revenue:

Revenue collected by one government and distributed to another level of government(s).

Internal Service Fund:

A fund established for the purpose of accounting for the transactions between government agencies.

-L-**Line Item:**

A sub-classification of expenditures based on the type of goods or services.

Long Term Debt:

All senior debt, including bonds, debentures, bank debt, mortgages, deferred portions of long-term debt, and capital lease obligations.

-M-**Master Lease Program:**

The method used to finance the purchase of new equipment and refinance existing equipment leases.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Match:

Refers to a cost sharing ratio for a State or County program which requires a County General Fund Contribution of a certain amount or percentage to qualify.

Millage Rate:

The rate used to calculate taxes based upon the assessed value of real property, countywide. One mill of tax is equal to \$1.00 for each \$1,000 of taxable property value.

Mission Statement:

A succinct description of the scope and purpose of a County department.

Modified Accrual System:

Accounting basis that records revenues when they are earned (whether or not cash is received then) and expenditures when goods and services are received (whether or not cash payments are made then).

Municipal Services Taxing Unit (MSTU):

A district created by the county to place the burden of ad valorem taxes upon property in a geographic area to fund a particular service or services. In Leon County, MSTU's exist countywide to fund primary healthcare for the uninsured and emergency medical services.

-N-

Net Budget:

The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

-O-

Object Code:

An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

Operating Budget:

A balanced fiscal plan for providing governmental programs and services for a single year.

Operating Expenses:

Fund expenses related directly to the fund's primary activities for the current year and not defined as personal or capital outlays.

Operating Transfer:

Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

Other Personnel Service (OPS):

A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

-P-

Performance Objective:

A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

Personal Services Expense:

Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

Program:

A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

Projection:

Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal years.

Leon County Fiscal Year 2020 **Adopted** Budget

Budget Terminology

Property Tax:

Taxes levied on all non-exempt real and personal property located within Leon County. Property taxes computed based on multiplying the millage rate by the assessed value of the property often referred to as *ad valorem tax*.

Proprietary Fund/Agency:

Commonly called “self-supporting” or “enterprise”, these funds/agencies pay for all or most of their cost of operations from user fees, and receive little or no general property tax support.

-R-

Real Property (RP):

Land and the structures that are attached to it.

Requisition:

Notification of pre-encumbrance of commitment of funds for goods and services.

Rescission:

The withdrawal of authority to incur financial obligations that were previously provided by law and has not yet expired.

Reserves:

Appropriations of funds set aside to cover unanticipated or contingent expenses and shortfalls in revenues.

Revenue:

Funds collected to finance ongoing County services. Examples are: taxes, licenses and permits; intergovernmental revenue; charges for service; fines and forfeits; miscellaneous; and other financing sources.

Rolled-Back Millage Rate:

The millage rate that will provide the same property tax levy as was levied during the previous fiscal year, except for levies on new construction, additions to structures, deletions, and property added due to geographic boundary changes.

-S-

Special Assessment:

A levy made against certain properties to defray all or part of the cost of a specific capital improvement which benefits the owners of the property.

Special Revenue Fund:

A fund used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects that are legally restricted to be used for specific purposes.

State Shared Revenues:

Revenues collected by the state and proportionately share with counties and/or municipalities on the basis of specific formulas.

-T-

Tax Base: The total property valuations on which taxes are levied.

Tax Roll: The certification of assessed/taxable values prepared by the Property Appraiser and presented to the Board of County Commissioners by July 1 of each year.

Transfers: As reflected in fund condition statements, transfers reflect the movement of resources from one fund and other fiscal and personal data for the past, current and budget years.

Trust Fund: Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

-U-

User Fee: The fee charged to individuals or groups that receive a direct benefit of a public service, facility, or good.

-W-

Workload Measure: A unit of measure to identify the amount of work or product generated from specific activities. They form the basis for determining the unit's success at reaching its performance objectives.

Leon County Fiscal Year 2020 **Adopted** Budget

Statistical Summary

| POPULATION | Leon County | Unincorporated | Incorporated |
|---|--------------------|-----------------------|---------------------|
| Total Population | 292,332 | 99,951 | 192,381 |
| Median Age | 31 | | |
| Total Leon County Registered Voters as of 7/8/19 (Supervisor of Elections website) | 212,002 | | |

| | <u>2019</u> (May 2019) | <u>2018</u> (Annual) | <u>2017</u> (Annual) |
|---|----------------------------------|--------------------------------|--------------------------------|
| LABOR FORCE (Florida Research and Economic Information Database) | | | |
| Civilian Labor Force | 155,580 | 153,326 | 152,544 |
| Employment | 150,205 | 147,567 | 143,044 |
| Unemployment | 5,375 | 5,759 | 6,846 |
| Unemployment Rate (%) | 3.5% | 3.8% | 4.6% |

| | <u>2018</u> | <u>2017</u> | <u>2016</u> |
|---|--------------------|--------------------|--------------------|
| MEDIAN FAMILY INCOME (Source: Tallahassee-Leon County OEV) | | | |
| Leon County | \$65,600 | \$68,500 | \$64,200 |
| Florida | \$62,500 | \$59,000 | \$57,200 |

| TOP EMPLOYERS (Source: Tallahassee-Leon County OEV July 2018) |
|--|
| State of Florida |
| Florida State University |
| Tallahassee Memorial Healthcare |
| Leon County Schools |
| City of Tallahassee |

EMPLOYMENT BY Top INDUSTRIES (Source: Florida Department of Economic Opportunity 2019)

| | |
|--------------------------------------|--------|
| Government | 61,500 |
| Trade, Transportation, and Utilities | 24,800 |
| Education and Health Services | 24,000 |
| Professional & Business Services | 21,400 |
| Leisure and Hospitality | 20,400 |

EDUCATION**Leon County Public K-12 Schools** (www.leon.k12.fl.us)

| | |
|-------------------------------|----|
| Elementary Schools | 24 |
| Middle Schools | 8 |
| High Schools | 6 |
| Special / Alternative Schools | 7 |
| Charter Schools | 4 |
| Special Program Schools | 7 |

Universities/ Colleges/Junior Colleges

| |
|---|
| Barry University |
| Embry-Riddle Aeronautical University |
| Florida Agricultural & Mechanical University (FAMU) |
| Florida State University (FSU) |
| Flagler College at TCC |
| Keiser University (Tallahassee location) |
| Tallahassee Community College (TCC) |

Leon County Fiscal Year 2020 **Adopted** Budget

Statistical Summary

Vocational/Technical Schools

Lively Technical Center
 North Florida Cosmetology Institute
 Aveda Institute

MUNICIPAL SERVICES

| Libraries | Branches |
|---|-----------------|
| Florida Agricultural & Mechanical University (FAMU) | 5 |
| Florida State University (FSU) | 5 |
| Legislative Library | 1 |
| Leon County Public Library System | 7 |
| State Library of Florida | 1 |
| Tallahassee Community College (TCC) | 1 |
| Law Enforcement | |
| FAMU Police Department | |
| Florida Department of Law Enforcement Capital Police (FDLE) | |
| FSU Police Department | |
| Leon County Sheriff's Office (LCSO) | |
| TCC Campus Police Department | |
| Tallahassee Police Department (TPD) | |
| Fire Department (talgov.com) | Stations |
| Tallahassee Fire Department | 16 |
| Hospitals | Beds |
| Tallahassee Memorial Healthcare (TMH) | 772 |
| Capital Regional Medical Center (CRMC) | 266 |
| Convention/Conference Centers | Seats |
| Donald L. Tucker Civic Center | 12,500 |
| Florida State Conference Center | 375 |
| Utilities | |
| <i>Tallahassee City Limits</i> | |
| Electric, Gas, Water, Sewer, Solid Waste, Stormwater | |
| <i>Outside City Limits</i> | |
| Electric, Gas, Water, Sewer, Solid Waste, Stormwater | |
| Franchise Agreements | |
| Sewer | |
| Solid Waste | |
| Water | |

TRANSPORTATION**Tallahassee International Airport**

Major Airlines

- American Airlines
- Delta Air Lines
- Silver Airways

Railroad Services

CSX Transportation

Leon County Fiscal Year 2020 **Adopted** Budget

Statistical Summary

Bus Service

Greyhound
StarMetro

Highways

Federal Highways US 27, US 90, US 319
Federal Interstates I-10
State Highways SR-20, 59, 61, 155, 259, 263, 267, 363

STATE & LOCAL TAXATION (2018/2019)**Local****Ad Valorem Millage Rates (Tentative)**

| | City/DIA | City | Uninc. |
|--|-----------------|----------------|----------------|
| Countywide | 8.3144 | 8.3144 | 8.3144 |
| Emergency Medical Services (EMS) MSTU | 0.50 | 0.50 | 0.50 |
| City of Tallahassee | 4.1000 | 4.1000 | 0.00 |
| City of Tallahassee Downtown Improvement Authority (DIA) | 1.00 | 0.00 | 0.00 |
| Leon County School Board | | | |
| By State Law | 3.9190 | 3.9190 | 3.9190 |
| By Local Board | 2.2480 | 2.2480 | 2.2480 |
| Northwest FL Water Management District | .0338 | .0338 | .0338 |
| Total | 20.1141 | 19.1141 | 15.0141 |

Ad Valorem Tax Exemption Available Yes

General Homestead Exemption 25,000

Note: (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)

Low Income Senior Citizen Homestead

Exemption Available Yes

Discretionary Sales Surtax 1.5%

Utility Service Tax (Public Service Tax) 10.0%

Local Communications Services Tax (CST) 5.22% (Unincorporated) 6.1% (City)

State

Corporate Income Tax 5.5%

Personal Income Tax 0.0%

Retail Sales Tax 6.0%

RECREATION**Outdoors Activities**

Boat Landings 25
Campgrounds 3

Galleries

- 621 Gallery
- The Dickerson Gallery
- Foster Tanner Fine Arts Gallery
- LeMoyne Gallery
- Marsh Orr Contemporary Fine Art
- Nomads Gallery
- Pelican Place
- Signature Gallery

Leon County Fiscal Year 2020 **Adopted** Budget

Statistical Summary

- South of Soho Gallery
- Thomas Deans & Company
- 1020 Art LLC
- Railroad Square Art Park

Historic Points of Interest

- Brokaw-McDougal House
- DeSoto State Archeological Site
- Knott House
- Mission San Luis
- The Columns
- The Old Capital
- WWII, Korean and Vietnam War Memorial
- Lake Jackson Mounds

Museums

- Riley House Museum
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Old Capital Museum
- Tallahassee Museum
- Black Archives (Historic Union Bank)
- Odyssey Science Center
- San Marcos Apalachee Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust For Historic Preservation
- Call-Collins House at The Grove

Parks

- 61 City
- 35 County

LEON COUNTY CANOPY ROADS

Centerville Road/Moccasin Gap Road

Meridian Road

Miccosukee Road

Old Bainbridge Road

Old Centerville Road

Old St. Augustine Road

Pisgah Church Road

Sunny Hill Road

Leon County Fiscal Year 2020 **Adopted** Budget

Statistical Summary

TRAVEL DISTANCE FROM TALLAHASSEE (in miles)

| | | | |
|-----------------------|-------|------------------------|-------|
| New York, New York | 1,099 | Melbourne, Florida | 327 |
| Atlanta, Georgia | 261 | Memphis, Tennessee | 537 |
| Austin, Texas | 873 | Miami, Florida | 485 |
| Birmingham, Alabama | 302 | Montgomery, Alabama | 206 |
| Boulder, Colorado | 1,607 | New Orleans, Louisiana | 386 |
| Chicago, Illinois | 960 | Orlando, Florida | 259 |
| Gainesville, Florida | 156 | Panama City, Florida | 104 |
| Jackson, Mississippi | 431 | Pensacola, Florida | 197 |
| Jacksonville, Florida | 166 | Portland, Oregon | 2,839 |
| Key West, Florida | 641 | San Diego, California | 2,178 |
| Louisville, Kentucky | 665 | Savannah, Georgia | 302 |
| Macon, Georgia | 185 | Tampa, Florida | 276 |
| | | Washington, D.C. | 870 |



Courtesy of Nations Online Project- www.nationsonline.org

Budget Cost Summaries

| | |
|--|---------|
| Summary of All Expenditures by Account | 26 - 62 |
| County Commission | 26 - 66 |
| County Administration | 26 - 68 |
| Strategic Initiatives | 26 - 69 |
| Human Resources | 26 - 70 |
| Management Information Services | 26 - 71 |
| County Attorney | 26 - 72 |
| Code Compliance Services | 26 - 73 |
| DS Support Services | 26 - 74 |
| Building Inspection | 26 - 75 |
| Environmental Services | 26 - 76 |
| Development Services | 26 - 77 |
| PW Support Services | 26 - 78 |
| Operations | 26 - 79 |
| Engineering Services | 26 - 81 |
| Fleet Management | 26 - 82 |
| Parks and Recreation | 26 - 83 |
| Facilities Management | 26 - 84 |
| Real Estate Management | 26 - 86 |
| Planning Department | 26 - 87 |
| Office of Management & Budget | 26 - 88 |
| Purchasing | 26 - 89 |
| Risk Management | 26 - 90 |
| Tourism Development | 26 - 91 |
| Library Services | 26 - 93 |
| Emergency Medical Services | 26 - 95 |
| Animal Control | 26 - 96 |

Budget Cost Summaries

| | |
|---------------------------------------|----------|
| County Probation | 26 - 97 |
| Supervised Pretrial Release | 26 - 98 |
| Veteran Services | 26 - 99 |
| Housing Services | 26 - 100 |
| Human Services | 26 - 101 |
| Cooperative Extension | 26 - 103 |
| Office of Sustainability | 26 - 104 |
| Solid Waste | 26 - 105 |
| Clerk of the Circuit Court | 26 - 108 |
| Property Appraiser | 26 - 109 |
| Sheriff | 26 - 110 |
| Supervisor of Elections | 26 - 112 |
| Tax Collector | 26 - 114 |
| Court Administration | 26 - 115 |
| State Attorney | 26 - 116 |
| Public Defender | 26 - 117 |
| Other Court Related Programs | 26 - 118 |
| Guardian Ad Litem | 26 - 119 |
| Fire Control | 26 - 120 |
| Other Non-Operating | 26 - 121 |
| Risk Financing & Workers Compensation | 26 - 123 |
| Communications | 26 - 124 |
| Emergency Management | 26 - 126 |

Leon County Fiscal Year 2020 **Adopted Budget****Total Expenditures by Account**

| Account | FY2018 Actual | FY 2019 Adopted | FY 2020 Budget |
|--|--------------------------|----------------------------|---------------------------|
| 51100 Executive Salaries | 892,023 | 887,639 | 893,628 |
| 51200 Regular Salaries And Wages | 76,421,828 | 76,493,975 | 77,915,100 |
| 51250 Regular OPS Salaries | 821,763 | 910,136 | 1,434,881 |
| 51300 Other Salaries & Wages | 472,690 | 283,079 | 331,177 |
| 51400 Overtime | 3,614,600 | 3,537,512 | 3,704,575 |
| 51500 Special Pay | 213,818 | 471,731 | 480,661 |
| 51530 Special Pay-Hurricane Irma | 8,659 | 0 | 0 |
| 52100 Fica Taxes | 5,848,645 | 6,115,433 | 6,286,443 |
| 52200 Retirement Contribution | 12,867,630 | 12,908,730 | 13,682,726 |
| 52205 Other Retirement Contributions | 40,423 | 32,256 | 32,256 |
| 52210 Deferred Compensation Match | 103,392 | 231,835 | 138,855 |
| 52300 Life & Health Insurance | 14,859,683 | 18,512,112 | 19,480,945 |
| 52305 Disability Insurance | 0 | 6,877 | 6,877 |
| 52400 Workers Compensation | 1,710,915 | 1,592,073 | 1,669,855 |
| 52500 Unemployment Compensation | 2,902 | 80,000 | 80,000 |
| 52600 Class C Travel | 296 | 6,750 | 0 |
| 52700 Cip Chargebacks | 0 | 0 | 59,230 |
| 53100 Professional Services | 1,501,247 | 2,145,774 | 1,875,825 |
| 53101 Baker Act Payments | 366,462 | 366,462 | 366,462 |
| 53102 Mental Health & Alcohol | 221,979 | 279,194 | 279,194 |
| 53143 Other Administrative / Professional | 42,367 | 24,000 | 35,000 |
| 53144 Professional Services / Medical | 56,078 | 65,005 | 72,450 |
| 53160 Bank Service Charges | 186,317 | 166,000 | 205,000 |
| 53200 Accounting And Auditing | 261,003 | 298,000 | 298,000 |
| 53300 Court Reporter Services | 0 | 4,170 | 4,170 |
| 53400 Other Contractual Services | 30,066,174 | 38,522,554 | 39,823,500 |
| 53410 Contract Services Promotion | 1,675,309 | 0 | 1,650,000 |
| 53413 Administration | 160 | 0 | 0 |
| 53441 Other Contractual / Poll Workers | 149,175 | 0 | 0 |
| 53442 Other Cont / Elec Temp Agency Help | 63,468 | 0 | 0 |
| 53443 Other Cont / Election Security | 22,749 | 5,750 | 0 |
| 53450 Other Contractual Services - GPS | 92,250 | 123,000 | 373,151 |
| 53500 Investigations | 66,321 | 82,950 | 97,950 |
| 54000 Travel & Per Diem | 272,064 | 449,693 | 467,395 |
| 54010 Travel-Local Mileage | 248 | 200 | 200 |
| 54041 Travel and Per Diem | 139,449 | 131,510 | 169,780 |
| 54042 Travel / Private Vehicle | 654 | 200 | 200 |
| 54100 Communications | 820,227 | 863,953 | 897,135 |
| 54101 Communication - Phone System | 381,639 | 467,040 | 432,976 |
| 54102 DMS Centrex Billing | 61,106 | 50,565 | 107,030 |
| 54110 Com-net Communications | 660,580 | 675,643 | 488,699 |
| 54200 Postage | 135,909 | 199,573 | 299,431 |
| 54300 Utility Services | 3,761,972 | 3,859,185 | 3,887,866 |
| 54400 Rentals And Leases | 651,919 | 1,069,025 | 1,332,269 |
| 54410 Rental and Leases / Polling Place St | 12,133 | 301,531 | 0 |
| 54443 Rentals and Leases / Other | 29,757 | 17,113 | 27,113 |
| 54500 Insurance | 525,659 | 505,198 | 505,583 |
| 54502 A D & D Law Enforcement | 24,435 | 25,818 | 26,578 |
| 54503 Public Official Liability | 307,779 | 339,400 | 354,400 |
| 54504 Bonds | 100 | 3,000 | 3,000 |
| 54505 Vehicle Coverage | 524,209 | 488,804 | 533,236 |
| 54506 Property Insurance | 1,693,319 | 1,727,763 | 1,680,321 |
| 54507 Aviation Insurance | 49,469 | 51,535 | 53,135 |

Fiscal Year 2020

Budget Cost Summaries

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Account

| Account | FY2018 Actual | FY 2019 Adopted | FY 2020 Budget |
|--|------------------|--------------------|-------------------|
| 54508 VFD - G/L Property, Equipment | 39,927 | 40,700 | 40,200 |
| 54509 Excess Deposit Premium | 174,133 | 196,900 | 230,000 |
| 54510 Service Fee | 55,875 | 57,000 | 58,700 |
| 54513 State Assessment | 56,357 | 56,500 | 57,500 |
| 54514 Workers Comp Claims | 1,723,953 | 1,200,000 | 1,600,000 |
| 54515 At Fault Vehicle Repair Claims | 25,587 | 30,000 | 30,000 |
| 54516 General Liability Claims | 32,034 | 110,000 | 110,000 |
| 54541 Insurance / Auto | 247,413 | 367,162 | 376,417 |
| 54542 Insurance / Professional Liability | 504,442 | 575,705 | 618,891 |
| 54544 Insurance Prisoner/Medical | 125,461 | 126,000 | 126,000 |
| 54600 Repairs And Maintenance | 4,877,510 | 5,061,299 | 5,495,237 |
| 54601 Vehicle Repair | 1,466,293 | 1,633,490 | 1,458,225 |
| 54610 Repairs And Maintenance-Fleet | 0 | 500 | 500 |
| 54641 Repair and Maintenance / Autos | 829,939 | 759,342 | 885,881 |
| 54643 Repair and Maintenance / Radios | 39,929 | 23,881 | 26,017 |
| 54644 Repair and Maintenance / Office Equipment | 404,006 | 844,251 | 922,570 |
| 54646 Repair and Maintenance / Facilities | 717,649 | 692,620 | 700,620 |
| 54700 Printing And Binding | 221,851 | 222,796 | 498,915 |
| 54711 Printing & Binding / School Elections | 937 | 0 | 0 |
| 54712 Printing & Binding / Elections Ballots | 64,040 | 0 | 0 |
| 54713 Printing & Binding / PW Training Mate | 17,506 | 0 | 0 |
| 54714 Printing & Binding / Precinct Notices | 294 | 26,700 | 0 |
| 54800 Promotional Activities | 654,865 | 782,066 | 862,746 |
| 54801 Recruitment | 70,893 | 69,425 | 67,925 |
| 54860 TDC Direct Sales Promotions | 33,594 | 49,662 | 52,290 |
| 54861 TDC Community Relations | 7,868 | 13,300 | 38,000 |
| 54862 TDC Merchandise | 4,772 | 5,000 | 7,500 |
| 54900 Other Current Charges & Obligations | 6,080,526 | 6,058,139 | 6,678,761 |
| 54901 Nuisance Abatement | 13,975 | 50,000 | 50,000 |
| 54908 Other Current Charges & Obligations | 34,452 | 1,200 | 26,200 |
| 54909 Employee Incentives | 22,334 | 48,900 | 48,900 |
| 54913 Clerk Circuit Court Fees | 425,198 | 420,627 | 420,865 |
| 54917 Employee Assistance Program | 2,210 | 5,000 | 5,000 |
| 54918 Staff Development & Training | 12,760 | 31,483 | 27,543 |
| 54942 Other Current Charges / Auto | 188,653 | 115,675 | 115,675 |
| 54948 Other Current Charges / Other | 205,501 | 198,356 | 723,647 |
| 54949 Uniform Cleaning | 30,630 | 91,500 | 50,500 |
| 54950 Tuition Assistance | 34,700 | 49,225 | 49,225 |
| 54961 Administrative Hearing | 3,298 | 0 | 0 |
| 54962 Canvassing Board | 414 | 64,570 | 0 |
| 54990 Indirect Costs | 0 | 0 | 0 |
| 55100 Office Supplies | 238,637 | 264,567 | 358,268 |
| 55200 Operating Supplies | 3,277,161 | 3,563,435 | 3,770,648 |
| 55210 Fuel & Oil | 1,142,327 | 1,225,987 | 1,306,885 |
| 55240 Data Processing Supplies | 48,272 | 77,000 | 61,000 |
| 55241 Operating Supplies / Fuel and Lubrication | 775,741 | 856,680 | 891,426 |
| 55242 Operating Supplies / Ammo | 73,159 | 107,000 | 107,280 |
| 55244 Operating Supplies / Investigative | 22,253 | 35,680 | 35,180 |
| 55246 Operating Supplies / Other Jail Supplies | 332,406 | 406,254 | 500,286 |
| 55248 Operating Supplies / Motorcycles and Boats | 3,279 | 10,000 | 10,000 |
| 55249 Operating Supplies / Miscellaneous | 290,537 | 286,978 | 549,169 |
| 55250 Operating Supplies / Uniforms | 386,071 | 591,276 | 605,528 |

Leon County Fiscal Year 2020 **Adopted Budget****Total Expenditures by Account**

| Account | FY2018 Actual | FY 2019 Adopted | FY 2020 Budget |
|---|--------------------------|----------------------------|---------------------------|
| 55261 Operating Supplies / Early Voting | 370 | 0 | 0 |
| 55275 Computer Software | 131,986 | 5,500 | 108,700 |
| 55280 Computer Hardware <\$1000 unit | 0 | 29,500 | 9,600 |
| 55299 Reimbursable Supplies | 684 | 0 | 0 |
| 55300 Road Materials And Supplies | 503,734 | 562,624 | 562,374 |
| 55400 Publications, Subscriptions & Membe | 353,631 | 258,157 | 449,149 |
| 55401 Training | 325,030 | 498,260 | 494,917 |
| 56100 Land | 233,205 | 0 | 0 |
| 56200 Building | 2,093,339 | 1,917,265 | 1,529,425 |
| 56201 Building Improvements | 349,630 | 317,805 | 1,947,079 |
| 56205 Technology Enhancements to Building | 23,069 | 35,000 | 0 |
| 56294 Building - Construction | 1,389,929 | 332,597 | 130,000 |
| 56295 Building - Professional Services | 0 | 66,567 | 0 |
| 56300 Improvements Other Than Buildings | 16,339,707 | 10,713,511 | 11,589,989 |
| 56393 Improvements: Architectural and Engineering | 0 | 350,000 | 0 |
| 56394 Improvements: Construction | 26,583 | 155,000 | 0 |
| 56400 Machinery And Equipment | 8,026,831 | 8,274,260 | 4,978,651 |
| 56410 Machinery & Equipment <\$750 | 38,625 | 29,490 | 61,402 |
| 56441 Machinery and Equipment / Auto | 657,892 | 1,260,500 | 1,577,500 |
| 56442 Machinery and Equipment - Jail | 7,142 | 123,000 | 110,000 |
| 56443 Machinery and Equipment / Radio | 43,596 | 47,400 | 9,600 |
| 56444 Machinery and Equipment / Office | 80,516 | 123,955 | 349,750 |
| 56445 Machinery and Equipment / Investigation | 6,101 | 7,200 | 0 |
| 56448 Machinery and Equipment / Other | 34,284 | 112,850 | 233,000 |
| 56600 Books, Publications & Libr Material | 673,437 | 695,110 | 693,495 |
| 57100 Principal | 7,298,239 | 6,982,000 | 7,127,000 |
| 57200 Interest | 754,177 | 589,918 | 442,535 |
| 57300 Other Debt Service Costs | -318 | 3,400 | 0 |
| 58100 Aids To Government Agencies | 5,179,790 | 2,926,461 | 3,561,521 |
| 58160 TDC Local T&E | 1,173 | 1,500 | 1,500 |
| 58200 Aids To Private Organizations | 248,801 | 222,000 | 210,000 |
| 58214 Cultural Resource Grant Prog (837) | 0 | 284,525 | 0 |
| 58215 Local Arts Agency Program (837) | 1,025,814 | 1,288,100 | 1,318,462 |
| 58224 Legal Services Of North Fl (801) | 301,500 | 313,019 | 311,404 |
| 58226 St Francis Wildlife Assn (851) | 71,250 | 71,250 | 71,250 |
| 58229 Tall Trust For Historic Preservation | 63,175 | 63,175 | 63,175 |
| 58230 Disc Village/JAC | 222,759 | 222,759 | 222,759 |
| 58246 United Partners for Human Services | 23,750 | 23,750 | 23,750 |
| 58247 Whole Child Leon | 38,000 | 38,000 | 38,000 |
| 58248 Commission on the Status of Women & Girls | 20,000 | 20,000 | 20,000 |
| 58249 Trauma Center | 200,000 | 0 | 0 |
| 58252 Ready4Work | 2,482 | 0 | 0 |
| 58253 Domestic Violence Coordinating Council | 25,000 | 25,000 | 25,000 |
| 58256 Veterans Day Parade | 5,000 | 5,000 | 5,000 |
| 58258 Operation Thank You! | 13,294 | 15,900 | 15,900 |
| 58261 Honor Flight | 20,000 | 20,000 | 20,000 |
| 58262 Homeless Shelter Relocation | 100,000 | 100,000 | 100,000 |
| 58264 North Florida Homeless Veterans Stand Down | 10,000 | 10,000 | 10,000 |
| 58300 Other Grants & Aids | 727,080 | 699,835 | 849,835 |
| 58320 Sponsorships & Contributions | 5,625 | 26,900 | 36,000 |
| 58340 Tubercular Care-transportation | 0 | 2,000 | 2,000 |
| 58341 Indigent Burial | 49,534 | 64,400 | 64,400 |

Fiscal Year 2020

Budget Cost Summaries

Leon County Fiscal Year 2020 **Adopted Budget****Total Expenditures by Account**

| Account | FY2018 Actual | FY 2019 Adopted | FY 2020 Budget |
|---|--------------------------|----------------------------|---------------------------|
| 58342 Child Protection Exams | 53250 | 59,000 | 59,000 |
| 58343 Medicaid | 2897065 | 3,036,826 | 3,271,272 |
| 58344 Human Service Grants | 1051770 | 1,200,000 | 1,300,000 |
| 58345 Emergency Assistance | 40000 | 40,000 | 40,000 |
| 58346 Medical Examiner | 480998 | 405,620 | 433,982 |
| 58349 Military Personnel Grant Program | 99840 | 100,000 | 100,000 |
| 58351 Medical Examiner Facility Operating Costs | 0 | 51,855 | 103,709 |
| 585000 Housing Grants & Aids | 1434767 | 167,323 | 50,000 |
| 585463 Housing Rehab | 7810 | 0 | 0 |
| 586002 Catastrophe Reserves | 585130 | 0 | 0 |
| 587000 Rental Housing | 189036 | 0 | 0 |
| 59000 Sheriff Contingency - Operating | 0 | 200,000 | 200,000 |
| 59010 Sheriff - Less SRO Contract | -1553927 | -1,857,374 | -2,116,479 |
| 59100 Transfer | 5638 | 0 | 0 |
| 59302 Budget Transfers | 1670645 | 1,764,742 | 1,845,539 |
| 59306 Budget Transfer | 5091369 | 5,088,414 | 5,059,837 |
| 59307 Budget Transfer | 4992073 | 5,245,038 | 5,406,444 |
| 59308 SOE-BUDGET TRANSFER | 332114 | 0 | 0 |
| 59900 Budgeted Contingency | 0 | 281,231 | 288,022 |
| 59902 Reserve For Future Projects | 0 | 80,655 | 97,375 |
| 59903 Reserve for Future Programming | 0 | 0 | 0 |
| 59905 Budgeted Reserve-Homestead Exemption | 0 | 2,093,426 | 0 |
| 59918 Reserve For Fund Balance | 0 | 0 | 0 |
| 59926 Reserve For Future Liability | 0 | 18,219 | 17,691 |
| 59930 Reserve For Article V | 0 | 18,127 | 18,290 |
| 59990 Budgeted Contingency | 0 | 14,546 | 0 |
| Total | 253,867,598 | 263,600,197 | 274,202,473 |

Leon County Fiscal Year 2020 Adopted Budget

County Commission

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-100-511 County Commission</u> | | | | |
| 51100 Executive Salaries | 596,052 | 592,452 | 596,372 | 598,764 |
| 51200 Regular Salaries and Wages | 534,391 | 545,574 | 548,553 | 564,642 |
| 51500 Special Pay | 0 | 8,220 | 7,300 | 7,300 |
| 52100 Fica Taxes | 81,682 | 87,217 | 87,616 | 89,031 |
| 52200 Retirement Contribution | 298,587 | 280,977 | 300,218 | 302,780 |
| 52300 Life & Health Insurance | 187,642 | 210,089 | 226,021 | 240,810 |
| 52400 Workers Compensation | 2,938 | 1,637 | 1,675 | 1,704 |
| 001-100-511 Totals | <u>1,701,293</u> | <u>1,726,166</u> | <u>1,767,755</u> | <u>1,805,031</u> |
| <u>001-101-511 Commission District 1</u> | | | | |
| 54000 Travel & Per Diem | 4,929 | 8,000 | 8,000 | 8,000 |
| 54100 Communications | 117 | 0 | 0 | 0 |
| 54900 Other Current Charges & Obligations | 2,093 | 3,400 | 3,400 | 3,400 |
| 55100 Office Supplies | 337 | 400 | 400 | 400 |
| 55200 Operating Supplies | 298 | 600 | 600 | 600 |
| 55400 Publications, Subscriptions & Memberships | 0 | 100 | 100 | 100 |
| 001-101-511 Totals | <u>7,774</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| <u>001-102-511 Commission District 2</u> | | | | |
| 53100 Professional Services | 103 | 0 | 0 | 0 |
| 54000 Travel & Per Diem | 2,414 | 8,200 | 8,200 | 8,200 |
| 54700 Printing and Binding | 0 | 200 | 200 | 200 |
| 54900 Other Current Charges & Obligations | 235 | 2,700 | 2,700 | 2,700 |
| 55100 Office Supplies | 0 | 700 | 700 | 700 |
| 55200 Operating Supplies | 0 | 400 | 400 | 400 |
| 55400 Publications, Subscriptions & Memberships | 625 | 300 | 300 | 300 |
| 001-102-511 Totals | <u>3,377</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| <u>001-103-511 Commission District 3</u> | | | | |
| 54000 Travel & Per Diem | 2,893 | 8,000 | 8,000 | 8,000 |
| 54900 Other Current Charges & Obligations | 470 | 3,000 | 3,000 | 3,000 |
| 55100 Office Supplies | 36 | 400 | 400 | 400 |
| 55200 Operating Supplies | 129 | 1,100 | 1,100 | 1,100 |
| 001-103-511 Totals | <u>3,529</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| <u>001-104-511 Commission District 4</u> | | | | |
| 54000 Travel & Per Diem | 4,237 | 11,200 | 11,200 | 11,200 |
| 55100 Office Supplies | 0 | 300 | 300 | 300 |
| 55200 Operating Supplies | 336 | 800 | 800 | 800 |
| 55400 Publications, Subscriptions & Memberships | 0 | 200 | 200 | 200 |
| 001-104-511 Totals | <u>4,572</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| <u>001-105-511 Commission District 5</u> | | | | |
| 54000 Travel & Per Diem | 7,857 | 10,200 | 10,200 | 10,200 |
| 54900 Other Current Charges & Obligations | 0 | 500 | 500 | 500 |
| 55100 Office Supplies | 236 | 750 | 750 | 750 |
| 55200 Operating Supplies | 75 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 1,613 | 1,050 | 1,050 | 1,050 |
| 001-105-511 Totals | <u>9,781</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| <u>001-106-511 Commission At-Large (Group 1)</u> | | | | |
| 54000 Travel & Per Diem | 3,197 | 8,000 | 8,000 | 8,000 |
| 54100 Communications | 72 | 0 | 0 | 0 |
| 54200 Postage | 0 | 50 | 50 | 50 |
| 54700 Printing and Binding | 0 | 100 | 100 | 100 |
| 54900 Other Current Charges & Obligations | 75 | 1,350 | 1,350 | 1,350 |
| 54918 Staff Development & Training | 1,000 | 0 | 0 | 0 |
| 55100 Office Supplies | 88 | 1,000 | 1,000 | 1,000 |

Leon County Fiscal Year 2020 Adopted Budget

County Commission

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-106-511 Commission At-Large (Group 1) | | | | |
| 55200 Operating Supplies | 666 | 2,000 | 2,000 | 2,000 |
| 001-106-511 Totals | <u>5,098</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| 001-107-511 Commission At-Large (Group 2) | | | | |
| 54000 Travel & Per Diem | 9,004 | 9,900 | 9,900 | 9,900 |
| 54700 Printing and Binding | 369 | 400 | 400 | 400 |
| 54900 Other Current Charges & Obligations | 75 | 1,200 | 1,200 | 1,200 |
| 55100 Office Supplies | 425 | 500 | 500 | 500 |
| 55200 Operating Supplies | 326 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 242 | 500 | 500 | 500 |
| 001-107-511 Totals | <u>10,440</u> | <u>12,500</u> | <u>12,500</u> | <u>12,500</u> |
| 001-108-511 Commissioners' Account | | | | |
| 54100 Communications | 5,563 | 4,650 | 4,650 | 4,650 |
| 54101 Communication - Phone System | 1,053 | 845 | 785 | 793 |
| 54102 DMS Centrex Billing | 59 | 15 | 175 | 177 |
| 54200 Postage | 0 | 1,500 | 1,500 | 1,500 |
| 54400 Rentals and Leases | 0 | 3,000 | 3,000 | 3,000 |
| 54700 Printing and Binding | 0 | 500 | 500 | 500 |
| 54900 Other Current Charges & Obligations | 9,148 | 1,000 | 1,000 | 1,000 |
| 55100 Office Supplies | 0 | 700 | 700 | 700 |
| 55200 Operating Supplies | 6,724 | 12,865 | 12,865 | 12,865 |
| 55400 Publications, Subscriptions & Memberships | 27 | 0 | 0 | 0 |
| 001-108-511 Totals | <u>22,574</u> | <u>25,075</u> | <u>25,175</u> | <u>25,185</u> |
| County Commission Totals | <u>1,768,437</u> | <u>1,838,741</u> | <u>1,880,430</u> | <u>1,917,716</u> |

Leon County Fiscal Year 2020 Adopted Budget

County Administration

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-110-512 County Administration | | | | |
| 51200 Regular Salaries and Wages | 795,846 | 788,825 | 817,821 | 841,864 |
| 51500 Special Pay | 0 | 0 | 19,100 | 19,100 |
| 52100 Fica Taxes | 45,856 | 47,288 | 47,975 | 48,435 |
| 52200 Retirement Contribution | 156,746 | 168,376 | 183,549 | 188,911 |
| 52205 Other Retirement Contributions | 18,333 | 15,620 | 15,620 | 15,620 |
| 52300 Life & Health Insurance | 60,332 | 73,359 | 75,312 | 79,481 |
| 52305 Disability Insurance | 0 | 3,508 | 3,508 | 3,508 |
| 52400 Workers Compensation | 2,069 | 1,189 | 1,255 | 1,292 |
| 54000 Travel & Per Diem | 7,628 | 23,500 | 21,000 | 21,000 |
| 54100 Communications | 1,032 | 923 | 1,140 | 1,140 |
| 54101 Communication - Phone System | 3,691 | 845 | 725 | 732 |
| 54102 DMS Centrex Billing | 0 | 25 | 355 | 359 |
| 54700 Printing and Binding | 0 | 60 | 60 | 60 |
| 54900 Other Current Charges & Obligations | 3,184 | 4,052 | 4,052 | 4,052 |
| 55100 Office Supplies | 113 | 1,800 | 0 | 0 |
| 55200 Operating Supplies | 3,122 | 0 | 4,000 | 4,000 |
| 55400 Publications, Subscriptions & Memberships | 3,937 | 3,733 | 4,000 | 4,000 |
| 001-110-512 Totals | <u>1,101,889</u> | <u>1,133,103</u> | <u>1,199,472</u> | <u>1,233,554</u> |
| County Administration Totals | <u>1,101,889</u> | <u>1,133,103</u> | <u>1,199,472</u> | <u>1,233,554</u> |

Leon County Fiscal Year 2020 Adopted Budget

Strategic Initiatives

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-115-513 Strategic Initiatives | | | | |
| 51200 Regular Salaries and Wages | 364,193 | 362,431 | 420,567 | 433,125 |
| 51400 Overtime | 38 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 1,400 | 3,100 | 3,100 |
| 52100 Fica Taxes | 26,858 | 28,437 | 32,511 | 33,471 |
| 52200 Retirement Contribution | 27,285 | 28,447 | 35,461 | 36,526 |
| 52210 Deferred Compensation Match | 2,167 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 56,633 | 64,934 | 79,725 | 84,844 |
| 52400 Workers Compensation | 947 | 541 | 641 | 660 |
| 53400 Other Contractual Services | 156,280 | 170,000 | 170,000 | 170,000 |
| 54000 Travel & Per Diem | 5,705 | 10,400 | 10,400 | 10,400 |
| 54101 Communication - Phone System | 326 | 330 | 330 | 333 |
| 54102 DMS Centrex Billing | 59 | 0 | 0 | 0 |
| 54900 Other Current Charges & Obligations | 41,980 | 46,200 | 36,000 | 0 |
| 55100 Office Supplies | 2,325 | 1,080 | 3,000 | 3,000 |
| 55200 Operating Supplies | 10,049 | 4,000 | 10,500 | 10,500 |
| 55400 Publications, Subscriptions & Memberships | 5,955 | 6,207 | 5,632 | 5,632 |
| 55401 Training | 0 | 1,600 | 3,955 | 3,955 |
| 58248 Commission on the Status of Women & Girls | 20,000 | 20,000 | 20,000 | 20,000 |
| 001-115-513 Totals | <u>720,798</u> | <u>746,007</u> | <u>831,822</u> | <u>815,546</u> |
| 001-116-513 Community and Media Relations | | | | |
| 51200 Regular Salaries And Wages | 269,418 | 266,583 | 329,418 | 338,555 |
| 51500 Special Pay | 0 | 4,530 | 4,200 | 4,200 |
| 52100 Fica Taxes | 19,677 | 20,406 | 25,214 | 25,912 |
| 52200 Retirement Contribution | 21,110 | 21,841 | 27,718 | 28,493 |
| 52210 Deferred Compensation Match | 50 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 51,282 | 56,053 | 70,091 | 74,851 |
| 52400 Workers Compensation | 696 | 398 | 503 | 516 |
| 53100 Professional Services | 24,719 | 55,684 | 51,400 | 51,400 |
| 54000 Travel & Per Diem | 7,658 | 9,500 | 9,500 | 9,500 |
| 54100 Communications | 2,472 | 1,620 | 1,620 | 1,620 |
| 54101 Communication - Phone System | 0 | 200 | 215 | 217 |
| 54200 Postage | 1,217 | 2,512 | 2,512 | 2,512 |
| 54505 Vehicle Coverage | 294 | 408 | 389 | 393 |
| 54601 Vehicle Repair | 55 | 410 | 522 | 522 |
| 54700 Printing And Binding | 29,908 | 15,500 | 18,000 | 18,000 |
| 54800 Promotional Activities | 144,139 | 111,900 | 137,500 | 127,500 |
| 54900 Other Current Charges & Obligations | 33,968 | 93,000 | 83,000 | 83,000 |
| 55100 Office Supplies | 57 | 1,180 | 1,180 | 1,180 |
| 55200 Operating Supplies | 7,770 | 5,500 | 5,500 | 5,500 |
| 55210 Fuel & Oil | 183 | 550 | 550 | 550 |
| 55400 Publications, Subscriptions & Memberships | 6,533 | 1,477 | 7,000 | 7,000 |
| 55401 Training | 0 | 3,580 | 3,580 | 3,580 |
| 001-116-513 Totals | <u>621,207</u> | <u>672,832</u> | <u>779,612</u> | <u>785,001</u> |
| Strategic Initiatives Totals | <u>1,342,005</u> | <u>1,418,839</u> | <u>1,611,434</u> | <u>1,600,547</u> |

Leon County Fiscal Year 2020 Adopted Budget

Human Resources

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-160-513 Human Resources | | | | |
| 51200 Regular Salaries and Wages | 717,743 | 812,644 | 836,592 | 861,554 |
| 51400 Overtime | 78 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 8,820 | 8,100 | 8,100 |
| 52100 Fica Taxes | 52,230 | 58,098 | 64,292 | 66,203 |
| 52200 Retirement Contribution | 75,575 | 75,984 | 92,213 | 94,981 |
| 52210 Deferred Compensation Match | 1,316 | 1,400 | 1,400 | 1,400 |
| 52300 Life & Health Insurance | 117,041 | 110,594 | 172,561 | 184,050 |
| 52400 Workers Compensation | 2,004 | 1,125 | 1,275 | 1,311 |
| 52500 Unemployment Compensation | 1,700 | 0 | 0 | 0 |
| 53100 Professional Services | 7,082 | 25,000 | 25,000 | 25,000 |
| 53500 Investigations | 10,401 | 9,400 | 9,400 | 9,400 |
| 54000 Travel & Per Diem | 8,439 | 9,388 | 9,388 | 9,388 |
| 54100 Communications | 13 | 1,215 | 1,333 | 1,333 |
| 54101 Communication - Phone System | 1,810 | 1,410 | 1,305 | 1,318 |
| 54102 DMS Centrex Billing | 0 | 15 | 15 | 15 |
| 54200 Postage | 1,675 | 1,185 | 1,185 | 1,185 |
| 54400 Rentals and Leases | 8,909 | 9,290 | 9,755 | 9,755 |
| 54700 Printing and Binding | 721 | 3,850 | 3,850 | 3,850 |
| 54800 Promotional Activities | 1,888 | 2,172 | 2,172 | 2,172 |
| 54801 Recruitment | 70,893 | 67,925 | 67,925 | 67,925 |
| 54900 Other Current Charges & Obligations | 32,714 | 54,864 | 54,864 | 54,864 |
| 54909 Employee Incentives | 22,334 | 48,900 | 48,900 | 48,900 |
| 54917 Employee Assistance Program | 2,210 | 5,000 | 5,000 | 5,000 |
| 54918 Staff Development & Training | 11,760 | 31,483 | 27,543 | 27,603 |
| 54950 Tuition Assistance | 28,550 | 44,225 | 44,225 | 44,225 |
| 55100 Office Supplies | 5,173 | 4,440 | 4,440 | 4,440 |
| 55200 Operating Supplies | 7,339 | 5,772 | 5,472 | 4,472 |
| 55400 Publications, Subscriptions & Memberships | 5,204 | 2,599 | 2,599 | 2,599 |
| 55401 Training | 9,644 | 8,289 | 8,289 | 8,289 |
| 001-160-513 Totals | <u>1,204,447</u> | <u>1,405,087</u> | <u>1,509,093</u> | <u>1,549,332</u> |
| Human Resources Totals | <u>1,204,447</u> | <u>1,405,087</u> | <u>1,509,093</u> | <u>1,549,332</u> |

Leon County Fiscal Year 2020 Adopted Budget

Management Information Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-171-513 Management Information Services | | | | |
| 51200 Regular Salaries and Wages | 3,282,380 | 3,256,866 | 3,230,351 | 3,326,929 |
| 51400 Overtime | 3,600 | 12,360 | 12,360 | 12,360 |
| 51500 Special Pay | 0 | 29,620 | 30,800 | 30,800 |
| 52100 Fica Taxes | 238,025 | 249,529 | 251,730 | 258,401 |
| 52200 Retirement Contribution | 264,744 | 275,217 | 285,203 | 293,596 |
| 52210 Deferred Compensation Match | 373 | 3,828 | 3,828 | 3,828 |
| 52300 Life & Health Insurance | 420,849 | 495,439 | 521,974 | 554,601 |
| 52400 Workers Compensation | 8,531 | 4,889 | 5,027 | 5,175 |
| 52700 Cip Chargebacks | 0 | 0 | 59,230 | 59,230 |
| 53400 Other Contractual Services | 287,087 | 293,090 | 367,180 | 354,360 |
| 54000 Travel & Per Diem | 21,095 | 17,300 | 17,300 | 17,300 |
| 54100 Communications | 41,687 | 30,000 | 30,000 | 30,000 |
| 54101 Communication - Phone System | 12,213 | 11,985 | 11,040 | 11,150 |
| 54102 DMS Centrex Billing | 1,771 | 105 | 3,515 | 3,550 |
| 54200 Postage | 2,287 | 1,500 | 1,500 | 1,500 |
| 54400 Rentals and Leases | 8,121 | 10,210 | 10,720 | 10,720 |
| 54505 Vehicle Coverage | 2,441 | 2,024 | 2,107 | 2,128 |
| 54600 Repairs and Maintenance | 1,593,025 | 1,905,695 | 1,965,978 | 2,015,000 |
| 54601 Vehicle Repair | 1,519 | 4,120 | 4,476 | 4,476 |
| 54700 Printing and Binding | 0 | 1,750 | 1,750 | 1,750 |
| 54801 Recruitment | 0 | 1,500 | 0 | 0 |
| 55100 Office Supplies | 3,476 | 6,590 | 6,590 | 6,590 |
| 55200 Operating Supplies | 110,190 | 55,850 | 55,850 | 55,850 |
| 55210 Fuel & Oil | 1,433 | 1,375 | 1,515 | 1,515 |
| 55400 Publications, Subscriptions & Memberships | 899 | 1,500 | 1,500 | 1,500 |
| 55401 Training | 29,872 | 40,925 | 40,925 | 40,925 |
| 56400 Machinery and Equipment | 10,443 | 0 | 0 | 0 |
| 001-171-513 Totals | <u>6,346,059</u> | <u>6,713,267</u> | <u>6,922,449</u> | <u>7,103,234</u> |
| 001-171-713 Article V MIS | | | | |
| 53400 Other Contractual Services | 1,280 | 0 | 0 | 0 |
| 54600 Repairs and Maintenance | 39,241 | 0 | 0 | 0 |
| 001-171-713 Totals | <u>40,521</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 001-411-529 Public Safety Complex Technology | | | | |
| 51200 Regular Salaries and Wages | 103,923 | 96,285 | 99,540 | 102,526 |
| 52100 Fica Taxes | 7,454 | 7,602 | 7,850 | 8,079 |
| 52200 Retirement Contribution | 7,995 | 7,953 | 8,431 | 8,684 |
| 52300 Life & Health Insurance | 17,680 | 22,112 | 22,731 | 24,085 |
| 52400 Workers Compensation | 267 | 145 | 152 | 157 |
| 54000 Travel & Per Diem | 1,222 | 1,000 | 1,000 | 1,000 |
| 54100 Communications | 1,052 | 960 | 960 | 960 |
| 54101 Communication - Phone System | 32,662 | 14,675 | 31,125 | 31,436 |
| 54102 DMS Centrex Billing | 0 | 75 | 890 | 899 |
| 54110 Com-net Communications | 0 | 5,250 | 5,500 | 5,750 |
| 54400 Rentals and Leases | 3,719 | 1,535 | 2,810 | 2,810 |
| 54600 Repairs and Maintenance | 44,407 | 87,635 | 83,635 | 83,635 |
| 55100 Office Supplies | 13 | 300 | 300 | 300 |
| 55200 Operating Supplies | 1,793 | 2,000 | 2,000 | 2,000 |
| 55401 Training | 0 | 2,000 | 2,000 | 2,000 |
| 001-411-529 Totals | <u>222,187</u> | <u>249,527</u> | <u>268,924</u> | <u>274,321</u> |
| Management Information Services Totals | <u>6,608,767</u> | <u>6,962,794</u> | <u>7,191,373</u> | <u>7,377,555</u> |

Leon County Fiscal Year 2020 Adopted Budget

County Attorney

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-120-514 County Attorney | | | | |
| 51200 Regular Salaries and Wages | 1,067,237 | 1,075,161 | 1,137,610 | 1,171,363 |
| 51500 Special Pay | 0 | 19,530 | 21,500 | 21,500 |
| 52100 Fica Taxes | 65,948 | 71,357 | 74,483 | 76,198 |
| 52200 Retirement Contribution | 115,902 | 127,330 | 140,381 | 144,504 |
| 52205 Other Retirement Contributions | 22,090 | 16,636 | 16,636 | 16,636 |
| 52210 Deferred Compensation Match | 861 | 1,749 | 1,749 | 1,749 |
| 52300 Life & Health Insurance | 112,859 | 147,703 | 128,535 | 136,149 |
| 52305 Disability Insurance | 0 | 3,369 | 3,369 | 3,369 |
| 52400 Workers Compensation | 1,943 | 1,212 | 1,509 | 1,554 |
| 53100 Professional Services | 576,427 | 450,000 | 450,000 | 450,000 |
| 53400 Other Contractual Services | 10,914 | 12,800 | 12,800 | 12,800 |
| 54000 Travel & Per Diem | 24,835 | 25,200 | 25,200 | 25,200 |
| 54100 Communications | 3,052 | 2,500 | 2,500 | 2,500 |
| 54101 Communication - Phone System | 1,298 | 22,555 | 20,170 | 20,372 |
| 54200 Postage | 520 | 475 | 475 | 475 |
| 54400 Rentals and Leases | 3,877 | 4,470 | 4,695 | 4,695 |
| 54600 Repairs and Maintenance | 207 | 100 | 100 | 100 |
| 54700 Printing and Binding | 1,477 | 8,375 | 8,375 | 8,375 |
| 55100 Office Supplies | 4,400 | 7,000 | 7,000 | 7,000 |
| 55200 Operating Supplies | 1,166 | 5,000 | 5,000 | 5,000 |
| 55400 Publications, Subscriptions & Memberships | 68,399 | 59,250 | 59,250 | 59,250 |
| 55401 Training | 1,590 | 100 | 100 | 100 |
| 56400 Machinery and Equipment | 3,723 | 0 | 0 | 0 |
| 001-120-514 Totals | <u>2,088,724</u> | <u>2,061,872</u> | <u>2,121,437</u> | <u>2,168,889</u> |
| County Attorney Totals | <u>2,088,724</u> | <u>2,061,872</u> | <u>2,121,437</u> | <u>2,168,889</u> |

Leon County Fiscal Year 2020 Adopted Budget

Code Compliance Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 121-423-537 Code Compliance Services | | | | |
| 51200 Regular Salaries and Wages | 269,524 | 284,194 | 324,674 | 334,312 |
| 51500 Special Pay | 0 | 360 | 600 | 600 |
| 52100 Fica Taxes | 19,104 | 23,637 | 25,305 | 26,044 |
| 52200 Retirement Contribution | 23,203 | 27,254 | 29,533 | 30,421 |
| 52210 Deferred Compensation Match | 536 | 2,626 | 2,626 | 2,626 |
| 52300 Life & Health Insurance | 52,189 | 70,727 | 58,801 | 62,398 |
| 52400 Workers Compensation | 1,561 | 1,579 | 1,244 | 1,282 |
| 53100 Professional Services | 350 | 1,120 | 1,120 | 1,120 |
| 53400 Other Contractual Services | 1,102 | 0 | 0 | 0 |
| 54000 Travel & Per Diem | 0 | 2,145 | 2,145 | 2,145 |
| 54100 Communications | 3,102 | 2,880 | 2,880 | 2,880 |
| 54101 Communication - Phone System | 3,546 | 4,190 | 3,830 | 3,868 |
| 54200 Postage | 10,416 | 3,122 | 3,122 | 3,122 |
| 54400 Rentals and Leases | 0 | 1,580 | 1,660 | 1,660 |
| 54505 Vehicle Coverage | 1,179 | 977 | 932 | 941 |
| 54600 Repairs and Maintenance | 0 | 636 | 496 | 496 |
| 54601 Vehicle Repair | 643 | 2,615 | 2,812 | 2,812 |
| 54700 Printing and Binding | 38 | 500 | 500 | 500 |
| 54900 Other Current Charges & Obligations | 5,852 | 3,500 | 3,500 | 3,500 |
| 54901 Nuisance Abatement | 13,975 | 50,000 | 50,000 | 50,000 |
| 55100 Office Supplies | 1,573 | 2,911 | 2,911 | 2,911 |
| 55200 Operating Supplies | 6,667 | 10,997 | 11,024 | 11,024 |
| 55210 Fuel & Oil | 936 | 1,925 | 1,790 | 1,790 |
| 55400 Publications, Subscriptions & Memberships | 348 | 1,127 | 1,127 | 1,127 |
| 55401 Training | 0 | 1,000 | 1,000 | 1,000 |
| 121-423-537 Totals | <u>415,844</u> | <u>501,602</u> | <u>533,632</u> | <u>548,579</u> |
| Code Compliance Services Totals | <u>415,844</u> | <u>501,602</u> | <u>533,632</u> | <u>548,579</u> |

Leon County Fiscal Year 2020 Adopted Budget

DS Support Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 121-424-537 DS Support Services | | | | |
| 51200 Regular Salaries and Wages | 177,780 | 240,634 | 257,769 | 265,228 |
| 51500 Special Pay | 0 | 0 | 3,900 | 3,900 |
| 52100 Fica Taxes | 11,550 | 17,367 | 16,920 | 17,204 |
| 52200 Retirement Contribution | 20,669 | 29,771 | 30,431 | 31,343 |
| 52210 Deferred Compensation Match | 380 | 40,325 | 0 | 0 |
| 52300 Life & Health Insurance | 22,685 | 0 | 41,123 | 43,747 |
| 52400 Workers Compensation | 462 | 382 | 381 | 392 |
| 53400 Other Contractual Services | 0 | 250 | 250 | 250 |
| 54000 Travel & Per Diem | 427 | 4,515 | 4,515 | 4,515 |
| 54100 Communications | 2,459 | 3,080 | 3,080 | 3,080 |
| 54200 Postage | 265 | 720 | 720 | 720 |
| 54400 Rentals and Leases | 5,368 | 1,580 | 1,660 | 1,660 |
| 54600 Repairs and Maintenance | 0 | 2,246 | 2,246 | 2,246 |
| 54700 Printing and Binding | 0 | 500 | 500 | 500 |
| 55100 Office Supplies | 912 | 1,308 | 1,308 | 1,308 |
| 55200 Operating Supplies | 3,021 | 8,194 | 8,194 | 8,194 |
| 55210 Fuel & Oil | 44 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 1,792 | 1,682 | 1,682 | 1,682 |
| 55401 Training | 150 | 1,900 | 1,900 | 1,900 |
| 121-424-537 Totals | <u>247,962</u> | <u>354,454</u> | <u>376,579</u> | <u>387,869</u> |
| DS Support Services Totals | <u>247,962</u> | <u>354,454</u> | <u>376,579</u> | <u>387,869</u> |

Leon County Fiscal Year 2020 Adopted Budget

Building Plans Review & Inspection

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 120-220-524 Building Plans Review and Inspection | | | | |
| 51200 Regular Salaries and Wages | 1,275,822 | 1,188,475 | 1,188,075 | 1,219,728 |
| 51400 Overtime | 5,616 | 16,381 | 16,381 | 16,381 |
| 51500 Special Pay | 0 | 2,650 | 2,600 | 2,600 |
| 52100 Fica Taxes | 93,521 | 91,303 | 90,807 | 93,195 |
| 52200 Retirement Contribution | 116,216 | 111,471 | 106,595 | 109,480 |
| 52210 Deferred Compensation Match | 1,741 | 2,406 | 2,406 | 2,406 |
| 52300 Life & Health Insurance | 300,737 | 351,874 | 338,224 | 361,021 |
| 52400 Workers Compensation | 23,794 | 14,747 | 11,460 | 11,799 |
| 53100 Professional Services | 0 | 0 | 100,000 | 100,000 |
| 53400 Other Contractual Services | 0 | 2,000 | 2,000 | 2,000 |
| 54000 Travel & Per Diem | 2,233 | 1,232 | 1,254 | 1,254 |
| 54100 Communications | 9,536 | 11,400 | 11,400 | 11,400 |
| 54101 Communication - Phone System | 877 | 695 | 645 | 651 |
| 54102 DMS Centrex Billing | 117 | 30 | 360 | 364 |
| 54200 Postage | 28 | 3,000 | 3,000 | 3,000 |
| 54400 Rentals and Leases | 3,216 | 11,900 | 12,435 | 12,435 |
| 54505 Vehicle Coverage | 4,652 | 3,856 | 5,226 | 5,278 |
| 54600 Repairs and Maintenance | 0 | 618 | 408 | 408 |
| 54601 Vehicle Repair | 11,428 | 13,340 | 14,275 | 14,275 |
| 54700 Printing and Binding | 198 | 7,500 | 7,500 | 7,500 |
| 54900 Other Current Charges & Obligations | 0 | 1,820 | 1,820 | 1,820 |
| 55100 Office Supplies | 2,995 | 3,784 | 2,855 | 2,855 |
| 55200 Operating Supplies | 14,934 | 11,320 | 11,320 | 11,320 |
| 55210 Fuel & Oil | 16,978 | 19,800 | 19,940 | 19,940 |
| 55400 Publications, Subscriptions & Memberships | 14,725 | 5,448 | 5,448 | 5,448 |
| 55401 Training | 3,434 | 12,700 | 12,700 | 12,700 |
| 120-220-524 Totals | <u>1,902,799</u> | <u>1,889,750</u> | <u>1,969,134</u> | <u>2,029,258</u> |
| Building Plans Review & Inspection Totals | <u>1,902,799</u> | <u>1,889,750</u> | <u>1,969,134</u> | <u>2,029,258</u> |

Leon County Fiscal Year 2020 Adopted Budget

Environmental Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>121-420-537 Environmental Services</u> | | | | |
| 51200 Regular Salaries and Wages | 1,041,316 | 1,069,098 | 1,096,301 | 1,127,110 |
| 51400 Overtime | 263 | 3,000 | 3,000 | 3,000 |
| 51500 Special Pay | 0 | 8,690 | 8,000 | 8,000 |
| 52100 Fica Taxes | 75,330 | 81,985 | 83,360 | 85,441 |
| 52200 Retirement Contribution | 109,560 | 119,618 | 123,400 | 126,937 |
| 52210 Deferred Compensation Match | 1,972 | 5,359 | 5,359 | 5,359 |
| 52300 Life & Health Insurance | 173,674 | 199,033 | 220,271 | 234,422 |
| 52400 Workers Compensation | 20,691 | 10,841 | 15,389 | 15,839 |
| 54000 Travel & Per Diem | 3,524 | 4,400 | 4,400 | 4,400 |
| 54100 Communications | 10,123 | 18,168 | 18,168 | 18,168 |
| 54101 Communication - Phone System | 1,268 | 1,630 | 1,485 | 1,500 |
| 54200 Postage | 1,513 | 1,970 | 1,970 | 1,970 |
| 54400 Rentals and Leases | 0 | 1,580 | 1,660 | 1,660 |
| 54505 Vehicle Coverage | 6,093 | 3,782 | 3,229 | 3,261 |
| 54600 Repairs and Maintenance | 285 | 0 | 0 | 0 |
| 54601 Vehicle Repair | 4,487 | 7,040 | 8,066 | 8,066 |
| 54700 Printing and Binding | 141 | 1,205 | 1,205 | 1,205 |
| 54900 Other Current Charges & Obligations | 150 | 1,050 | 1,050 | 1,050 |
| 55100 Office Supplies | 2,883 | 3,162 | 3,162 | 3,162 |
| 55200 Operating Supplies | 9,299 | 6,176 | 5,823 | 5,823 |
| 55210 Fuel & Oil | 9,429 | 12,130 | 12,130 | 12,130 |
| 55400 Publications, Subscriptions & Memberships | 1,588 | 1,165 | 1,165 | 1,165 |
| 55401 Training | 1,835 | 8,000 | 8,000 | 8,000 |
| 121-420-537 Totals | <u>1,475,424</u> | <u>1,569,082</u> | <u>1,626,593</u> | <u>1,677,668</u> |
| <u>125-866-524 DEP Storage Tank</u> | | | | |
| 51200 Regular Salaries and Wages | 123,544 | 123,542 | 128,484 | 132,338 |
| 51400 Overtime | 0 | 3,000 | 3,000 | 3,000 |
| 52100 Fica Taxes | 9,329 | 9,727 | 10,104 | 10,400 |
| 52200 Retirement Contribution | 9,609 | 10,205 | 10,883 | 11,209 |
| 52300 Life & Health Insurance | 7,844 | 11,927 | 12,207 | 12,782 |
| 52400 Workers Compensation | 3,447 | 1,986 | 2,665 | 2,745 |
| 54000 Travel & Per Diem | 722 | 2,341 | 2,341 | 2,341 |
| 54200 Postage | 0 | 400 | 400 | 400 |
| 54505 Vehicle Coverage | 761 | 631 | 4,215 | 4,257 |
| 54601 Vehicle Repair | 606 | 975 | 1,183 | 1,183 |
| 55100 Office Supplies | 13 | 0 | 0 | 0 |
| 55200 Operating Supplies | 1,097 | 2,188 | 2,258 | 2,258 |
| 55210 Fuel & Oil | 1,450 | 2,405 | 2,340 | 2,340 |
| 55400 Publications, Subscriptions & Memberships | 0 | 60 | 60 | 60 |
| 55401 Training | 0 | 1,100 | 1,100 | 1,100 |
| 125-866-524 Totals | <u>158,423</u> | <u>170,487</u> | <u>181,240</u> | <u>186,413</u> |
| Environmental Services Totals | <u>1,633,847</u> | <u>1,739,569</u> | <u>1,807,833</u> | <u>1,864,081</u> |

Leon County Fiscal Year 2020 Adopted Budget

Development Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>121-422-537 Development Services</u> | | | | |
| 51200 Regular Salaries and Wages | 460,759 | 515,792 | 538,242 | 553,959 |
| 51250 Regular OPS Salaries | 5,760 | 12,480 | 24,960 | 25,709 |
| 51500 Special Pay | 0 | 3,890 | 3,500 | 3,500 |
| 52100 Fica Taxes | 32,920 | 40,707 | 42,493 | 43,754 |
| 52200 Retirement Contribution | 36,120 | 43,304 | 44,312 | 45,641 |
| 52210 Deferred Compensation Match | 0 | 2,844 | 2,844 | 2,844 |
| 52300 Life & Health Insurance | 115,452 | 149,006 | 137,662 | 146,976 |
| 52400 Workers Compensation | 3,227 | 1,880 | 2,324 | 2,395 |
| 54000 Travel & Per Diem | 1,865 | 8,300 | 7,100 | 7,100 |
| 54100 Communications | 425 | 1,224 | 1,224 | 1,224 |
| 54101 Communication - Phone System | 1,504 | 1,685 | 1,535 | 1,550 |
| 54200 Postage | 1,519 | 3,882 | 3,882 | 3,882 |
| 54400 Rentals and Leases | 0 | 1,580 | 1,660 | 1,660 |
| 54505 Vehicle Coverage | 1,716 | 1,422 | 1,356 | 1,370 |
| 54601 Vehicle Repair | 478 | 490 | 594 | 594 |
| 54700 Printing And Binding | 0 | 2,381 | 2,381 | 2,381 |
| 54900 Other Current Charges & Obligations | 10,752 | 28,692 | 29,892 | 29,892 |
| 55100 Office Supplies | 3,137 | 3,996 | 3,996 | 3,996 |
| 55200 Operating Supplies | 5,938 | 6,715 | 6,715 | 6,715 |
| 55210 Fuel & Oil | 197 | 415 | 275 | 275 |
| 55400 Publications, Subscriptions & Memberships | 2,394 | 4,105 | 4,105 | 4,105 |
| 55401 Training | 2,089 | 5,475 | 5,475 | 5,475 |
| 121-422-537 Totals | <u>686,254</u> | <u>840,265</u> | <u>866,527</u> | <u>894,997</u> |
| Development Services Totals | <u>686,254</u> | <u>840,265</u> | <u>866,527</u> | <u>894,997</u> |

Leon County Fiscal Year 2020 Adopted Budget

PW Support Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 106-400-541 Support Services | | | | |
| 51200 Regular Salaries and Wages | 349,105 | 357,006 | 321,977 | 331,515 |
| 51500 Special Pay | 0 | 730 | 2,000 | 2,000 |
| 52100 Fica Taxes | 23,059 | 24,641 | 24,121 | 24,597 |
| 52200 Retirement Contribution | 45,638 | 45,010 | 49,960 | 51,459 |
| 52210 Deferred Compensation Match | 0 | 766 | 766 | 766 |
| 52300 Life & Health Insurance | 48,490 | 54,025 | 50,931 | 54,020 |
| 52400 Workers Compensation | 908 | 528 | 486 | 501 |
| 53400 Other Contractual Services | 138,666 | 120,880 | 121,246 | 121,246 |
| 54000 Travel & Per Diem | 1,776 | 3,215 | 3,305 | 3,305 |
| 54101 Communication - Phone System | 526 | 595 | 575 | 581 |
| 54102 DMS Centrex Billing | 0 | 190 | 0 | 0 |
| 54200 Postage | 19 | 220 | 220 | 220 |
| 54400 Rentals and Leases | 0 | 14,845 | 17,625 | 17,625 |
| 54600 Repairs and Maintenance | 0 | 300 | 0 | 0 |
| 54700 Printing and Binding | 0 | 165 | 165 | 165 |
| 55100 Office Supplies | 817 | 2,068 | 1,250 | 1,250 |
| 55200 Operating Supplies | 1,902 | 4,571 | 5,439 | 5,439 |
| 55400 Publications, Subscriptions & Memberships | 3,102 | 4,022 | 3,972 | 3,972 |
| 55401 Training | 477 | 1,390 | 1,390 | 1,390 |
| 106-400-541 Totals | <u>614,484</u> | <u>635,167</u> | <u>605,428</u> | <u>620,051</u> |
| PW Support Services Totals | <u>614,484</u> | <u>635,167</u> | <u>605,428</u> | <u>620,051</u> |

Leon County Fiscal Year 2020 Adopted Budget

Operations

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-216-562 Mosquito Control</u> | | | | |
| 51200 Regular Salaries and Wages | 206,223 | 225,666 | 232,335 | 239,303 |
| 51250 Regular OPS Salaries | 99,500 | 121,642 | 121,642 | 121,642 |
| 51400 Overtime | 20,640 | 36,000 | 36,000 | 36,000 |
| 51500 Special Pay | 0 | 670 | 700 | 700 |
| 52100 Fica Taxes | 23,903 | 27,043 | 27,556 | 28,093 |
| 52200 Retirement Contribution | 24,706 | 27,636 | 19,648 | 20,236 |
| 52210 Deferred Compensation Match | 1,745 | 655 | 655 | 655 |
| 52300 Life & Health Insurance | 56,636 | 66,294 | 68,291 | 72,672 |
| 52400 Workers Compensation | 16,488 | 22,903 | 20,320 | 20,801 |
| 53400 Other Contractual Services | 17,510 | 36,126 | 36,152 | 36,152 |
| 54100 Communications | 12,117 | 8,448 | 8,448 | 8,448 |
| 54101 Communication - Phone System | 253 | 230 | 225 | 227 |
| 54200 Postage | 2,050 | 2,640 | 2,640 | 2,640 |
| 54300 Utility Services | 2,265 | 4,800 | 4,800 | 4,800 |
| 54505 Vehicle Coverage | 7,330 | 6,075 | 5,089 | 5,140 |
| 54507 Aviation Insurance | 5,418 | 6,635 | 6,635 | 6,635 |
| 54600 Repairs and Maintenance | 1,538 | 3,228 | 3,228 | 3,228 |
| 54601 Vehicle Repair | 31,947 | 25,635 | 26,672 | 26,672 |
| 54700 Printing and Binding | 1,283 | 2,335 | 2,335 | 2,335 |
| 54800 Promotional Activities | 232 | 7,400 | 7,400 | 7,400 |
| 55100 Office Supplies | 707 | 1,471 | 1,479 | 1,479 |
| 55200 Operating Supplies | 71,145 | 184,578 | 184,578 | 184,578 |
| 55210 Fuel & Oil | 21,809 | 25,690 | 30,675 | 30,675 |
| 55400 Publications, Subscriptions & Memberships | 325 | 300 | 400 | 400 |
| 55401 Training | 3,414 | 3,406 | 3,306 | 3,306 |
| 001-216-562 Totals | <u>629,184</u> | <u>847,506</u> | <u>851,209</u> | <u>864,217</u> |
| <u>106-431-541 Transportation Maintenance</u> | | | | |
| 51200 Regular Salaries and Wages | 1,993,239 | 1,924,749 | 1,918,987 | 1,972,026 |
| 51400 Overtime | 84,709 | 42,590 | 42,590 | 42,590 |
| 51500 Special Pay | 0 | 7,640 | 9,400 | 9,400 |
| 51530 Special Pay-Hurricane Irma | 4,493 | 0 | 0 | 0 |
| 52100 Fica Taxes | 148,247 | 152,266 | 151,587 | 155,656 |
| 52200 Retirement Contribution | 169,279 | 164,348 | 179,805 | 184,831 |
| 52210 Deferred Compensation Match | 14,418 | 10,058 | 10,058 | 10,058 |
| 52300 Life & Health Insurance | 498,308 | 632,651 | 685,934 | 729,379 |
| 52400 Workers Compensation | 136,422 | 124,473 | 132,154 | 135,775 |
| 53400 Other Contractual Services | 351,827 | 469,166 | 478,502 | 478,502 |
| 54000 Travel & Per Diem | 0 | 0 | 1,000 | 1,000 |
| 54100 Communications | 9,626 | 8,455 | 8,455 | 8,455 |
| 54101 Communication - Phone System | 2,357 | 1,715 | 1,580 | 1,596 |
| 54102 DMS Centrex Billing | 307 | 0 | 925 | 934 |
| 54200 Postage | 278 | 210 | 210 | 210 |
| 54300 Utility Services | 47,366 | 89,902 | 93,235 | 93,235 |
| 54400 Rentals and Leases | 2,137 | 4,749 | 4,939 | 4,939 |
| 54505 Vehicle Coverage | 39,930 | 33,097 | 35,308 | 35,661 |
| 54600 Repairs and Maintenance | 7,644 | 3,120 | 3,120 | 3,120 |
| 54601 Vehicle Repair | 340,878 | 250,380 | 247,044 | 247,044 |
| 54900 Other Current Charges & Obligations | 1,414 | 8,220 | 9,420 | 9,420 |
| 55100 Office Supplies | 12,266 | 4,305 | 4,305 | 4,305 |
| 55200 Operating Supplies | 53,093 | 43,541 | 48,754 | 45,154 |
| 55210 Fuel & Oil | 177,508 | 214,245 | 217,460 | 217,460 |
| 55300 Road Materials and Supplies | 329,567 | 383,835 | 383,835 | 383,835 |
| 55400 Publications, Subscriptions & Memberships | 1,130 | 1,695 | 1,695 | 1,695 |
| 55401 Training | 2,269 | 6,300 | 4,200 | 4,200 |
| 106-431-541 Totals | <u>4,428,711</u> | <u>4,581,710</u> | <u>4,674,502</u> | <u>4,780,480</u> |
| <u>106-432-541 Right-Of-Way Management</u> | | | | |
| 51200 Regular Salaries and Wages | 1,003,891 | 1,104,995 | 1,143,236 | 1,174,538 |
| 51400 Overtime | 88,527 | 72,814 | 72,814 | 72,814 |

Leon County Fiscal Year 2020 Adopted Budget

Operations

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>106-432-541 Right-Of-Way Management</u> | | | | |
| 51500 Special Pay | 0 | 750 | 2,200 | 2,200 |
| 51530 Special Pay-Hurricane Irma | 2,696 | 0 | 0 | 0 |
| 52100 Fica Taxes | 75,493 | 86,139 | 88,918 | 91,315 |
| 52200 Retirement Contribution | 86,399 | 91,314 | 96,787 | 99,438 |
| 52210 Deferred Compensation Match | 5,332 | 4,482 | 4,482 | 4,482 |
| 52300 Life & Health Insurance | 360,901 | 499,797 | 509,250 | 543,286 |
| 52400 Workers Compensation | 73,540 | 77,248 | 81,867 | 84,083 |
| 53400 Other Contractual Services | 410,658 | 619,431 | 559,615 | 574,514 |
| 54300 Utility Services | 3,678 | 11,435 | 11,435 | 11,435 |
| 54400 Rentals and Leases | 16,323 | 553 | 553 | 553 |
| 54505 Vehicle Coverage | 4,372 | 17,159 | 21,640 | 21,856 |
| 54600 Repairs and Maintenance | 16,876 | 17,700 | 17,700 | 17,700 |
| 54601 Vehicle Repair | 207,057 | 153,840 | 151,242 | 151,242 |
| 54900 Other Current Charges & Obligations | 744 | 3,265 | 3,265 | 3,265 |
| 55100 Office Supplies | 367 | 2,825 | 2,825 | 2,825 |
| 55200 Operating Supplies | 41,197 | 50,976 | 51,476 | 51,476 |
| 55210 Fuel & Oil | 94,542 | 107,760 | 110,430 | 110,430 |
| 55300 Road Materials and Supplies | 29,843 | 35,840 | 35,840 | 35,840 |
| 55400 Publications, Subscriptions & Memberships | 450 | 931 | 931 | 931 |
| 55401 Training | 2,320 | 6,280 | 6,280 | 6,280 |
| 106-432-541 Totals | <u>2,525,205</u> | <u>2,965,534</u> | <u>2,972,786</u> | <u>3,060,503</u> |
| <u>123-433-538 Stormwater Maintenance</u> | | | | |
| 51200 Regular Salaries and Wages | 1,266,604 | 1,432,201 | 1,441,787 | 1,474,056 |
| 51400 Overtime | 99,307 | 46,506 | 46,506 | 46,506 |
| 51500 Special Pay | 0 | 6,170 | 4,900 | 4,900 |
| 51530 Special Pay-Hurricane Irma | 1,471 | 0 | 0 | 0 |
| 52100 Fica Taxes | 98,982 | 112,451 | 112,306 | 114,783 |
| 52200 Retirement Contribution | 112,226 | 124,445 | 128,605 | 131,534 |
| 52210 Deferred Compensation Match | 9,075 | 15,418 | 15,418 | 15,418 |
| 52300 Life & Health Insurance | 279,059 | 527,766 | 562,604 | 600,085 |
| 52400 Workers Compensation | 74,373 | 118,308 | 104,808 | 107,070 |
| 53400 Other Contractual Services | 343,008 | 322,567 | 328,451 | 331,636 |
| 54100 Communications | 4,454 | 4,020 | 2,486 | 2,486 |
| 54101 Communication - Phone System | 7 | 20 | 15 | 15 |
| 54200 Postage | 0 | 25 | 25 | 25 |
| 54300 Utility Services | 597 | 11,660 | 11,660 | 11,660 |
| 54400 Rentals and Leases | 2,367 | 10,848 | 10,848 | 10,848 |
| 54505 Vehicle Coverage | 55,450 | 45,961 | 48,627 | 49,113 |
| 54600 Repairs and Maintenance | 8,615 | 12,750 | 12,750 | 12,750 |
| 54601 Vehicle Repair | 221,355 | 239,900 | 223,152 | 223,152 |
| 54900 Other Current Charges & Obligations | 12,556 | 48,055 | 24,335 | 14,965 |
| 55100 Office Supplies | 1,799 | 930 | 930 | 930 |
| 55200 Operating Supplies | 43,577 | 44,121 | 45,566 | 45,566 |
| 55210 Fuel & Oil | 133,163 | 169,940 | 167,350 | 167,350 |
| 55300 Road Materials and Supplies | 83,841 | 74,084 | 74,084 | 74,084 |
| 55400 Publications, Subscriptions & Memberships | 475 | 645 | 645 | 645 |
| 55401 Training | 6,865 | 5,453 | 5,453 | 5,453 |
| 123-433-538 Totals | <u>2,859,227</u> | <u>3,374,244</u> | <u>3,373,311</u> | <u>3,445,030</u> |
| <u>125-214-562 Mosquito Control Grant</u> | | | | |
| 55200 Operating Supplies | 0 | 27,990 | 27,990 | 27,990 |
| 55401 Training | 1,828 | 4,478 | 4,478 | 4,478 |
| 56400 Machinery and Equipment | 2,750 | 0 | 0 | 0 |
| 125-214-562 Totals | <u>4,578</u> | <u>32,468</u> | <u>32,468</u> | <u>32,468</u> |
| Operations Totals | <u>10,446,907</u> | <u>11,801,462</u> | <u>11,904,276</u> | <u>12,182,698</u> |

Leon County Fiscal Year 2020 Adopted Budget

Engineering Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>106-414-541 Engineering Services</u> | | | | |
| 51200 Regular Salaries and Wages | 2,341,898 | 2,444,059 | 2,459,422 | 2,529,218 |
| 51400 Overtime | 6,444 | 25,000 | 15,000 | 15,000 |
| 51500 Special Pay | 0 | 13,020 | 11,400 | 11,400 |
| 52100 Fica Taxes | 171,041 | 187,935 | 189,283 | 194,098 |
| 52200 Retirement Contribution | 222,079 | 240,926 | 252,626 | 259,886 |
| 52210 Deferred Compensation Match | 3,706 | 11,589 | 11,589 | 11,589 |
| 52300 Life & Health Insurance | 371,862 | 484,972 | 478,951 | 508,826 |
| 52400 Workers Compensation | 37,621 | 26,264 | 31,929 | 32,849 |
| 53100 Professional Services | 187,560 | 319,261 | 319,261 | 319,261 |
| 53400 Other Contractual Services | 4,686 | 65,740 | 65,740 | 65,740 |
| 54000 Travel & Per Diem | 1,676 | 4,760 | 4,812 | 4,812 |
| 54100 Communications | 10,841 | 12,600 | 12,600 | 12,600 |
| 54101 Communication - Phone System | 1,269 | 1,360 | 1,265 | 1,278 |
| 54200 Postage | 168 | 900 | 900 | 900 |
| 54505 Vehicle Coverage | 7,473 | 5,887 | 6,625 | 6,691 |
| 54600 Repairs and Maintenance | 1,418 | 2,753 | 2,753 | 2,753 |
| 54601 Vehicle Repair | 12,879 | 12,085 | 13,379 | 13,379 |
| 54700 Printing and Binding | 0 | 1,000 | 1,000 | 1,000 |
| 54900 Other Current Charges & Obligations | 476 | 3,200 | 2,200 | 2,200 |
| 55100 Office Supplies | 6,604 | 5,625 | 5,625 | 5,625 |
| 55200 Operating Supplies | 16,940 | 45,544 | 43,820 | 43,820 |
| 55210 Fuel & Oil | 13,858 | 20,650 | 20,350 | 20,350 |
| 55400 Publications, Subscriptions & Memberships | 8,523 | 9,632 | 9,632 | 9,632 |
| 55401 Training | 3,290 | 16,230 | 16,230 | 16,230 |
| 56400 Machinery and Equipment | 0 | 9,880 | 0 | 0 |
| 106-414-541 Totals | <u>3,432,312</u> | <u>3,970,872</u> | <u>3,976,392</u> | <u>4,089,137</u> |
| Engineering Services Totals | <u>3,432,312</u> | <u>3,970,872</u> | <u>3,976,392</u> | <u>4,089,137</u> |

Leon County Fiscal Year 2020 Adopted Budget

Fleet Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 505-425-591 Fleet Maintenance | | | | |
| 51200 Regular Salaries and Wages | 381,216 | 415,316 | 390,583 | 402,300 |
| 51400 Overtime | 691 | 3,000 | 3,000 | 3,000 |
| 51500 Special Pay | 0 | 1,820 | 1,600 | 1,600 |
| 52100 Fica Taxes | 27,428 | 32,539 | 30,459 | 31,356 |
| 52200 Retirement Contribution | 28,518 | 31,494 | 34,585 | 35,621 |
| 52210 Deferred Compensation Match | 2,540 | 3,171 | 3,171 | 3,171 |
| 52300 Life & Health Insurance | 100,093 | 124,002 | 123,242 | 131,334 |
| 52400 Workers Compensation | 7,150 | 5,548 | 6,136 | 6,319 |
| 53400 Other Contractual Services | 40,808 | 8,730 | 58,134 | 58,134 |
| 54000 Travel & Per Diem | 0 | 500 | 500 | 500 |
| 54101 Communication - Phone System | 640 | 690 | 640 | 646 |
| 54200 Postage | 3 | 150 | 150 | 150 |
| 54300 Utility Services | 0 | 5,000 | 5,000 | 5,000 |
| 54400 Rentals and Leases | 2,003 | 2,435 | 2,555 | 2,555 |
| 54505 Vehicle Coverage | 3,887 | 3,222 | 5,209 | 5,261 |
| 54600 Repairs and Maintenance | 945,826 | 691,891 | 717,458 | 724,281 |
| 54601 Vehicle Repair | 7,527 | 3,150 | 3,487 | 3,487 |
| 54700 Printing and Binding | 178 | 500 | 500 | 500 |
| 55100 Office Supplies | 1,384 | 1,355 | 1,355 | 1,355 |
| 55200 Operating Supplies | 1,232,608 | 1,372,191 | 1,492,099 | 1,492,099 |
| 55210 Fuel & Oil | 5,702 | 4,550 | 4,905 | 4,905 |
| 55400 Publications, Subscriptions & Memberships | 50 | 1,065 | 1,065 | 1,065 |
| 55401 Training | 143 | 5,810 | 5,810 | 5,810 |
| 56400 Machinery and Equipment | 298 | 0 | 0 | 0 |
| 505-425-591 Totals | <u>2,788,692</u> | <u>2,718,129</u> | <u>2,891,643</u> | <u>2,920,449</u> |
| Fleet Management Totals | <u>2,788,692</u> | <u>2,718,129</u> | <u>2,891,643</u> | <u>2,920,449</u> |

Leon County Fiscal Year 2020 Adopted Budget

Parks and Recreation

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 140-436-572 Parks and Recreation Services | | | | |
| 51200 Regular Salaries and Wages | 1,042,761 | 1,036,468 | 1,071,767 | 1,125,234 |
| 51250 Regular OPS Salaries | 19,340 | 30,000 | 30,000 | 30,000 |
| 51400 Overtime | 29,019 | 45,120 | 45,120 | 45,120 |
| 51500 Special Pay | 0 | 6,170 | 6,200 | 6,200 |
| 52100 Fica Taxes | 78,394 | 79,890 | 82,797 | 86,886 |
| 52200 Retirement Contribution | 85,356 | 85,102 | 91,413 | 95,925 |
| 52210 Deferred Compensation Match | 3,221 | 3,499 | 3,499 | 3,499 |
| 52300 Life & Health Insurance | 262,735 | 339,978 | 378,960 | 422,946 |
| 52400 Workers Compensation | 32,807 | 26,729 | 32,436 | 33,584 |
| 53100 Professional Services | 4,735 | 12,780 | 12,780 | 12,780 |
| 53400 Other Contractual Services | 564,222 | 364,763 | 409,947 | 409,947 |
| 54000 Travel & Per Diem | 1,555 | 2,670 | 2,730 | 2,730 |
| 54100 Communications | 14,928 | 16,064 | 16,064 | 16,064 |
| 54101 Communication - Phone System | 2,754 | 930 | 845 | 853 |
| 54102 DMS Centrex Billing | 658 | 1,220 | 2,040 | 2,060 |
| 54200 Postage | 590 | 350 | 600 | 600 |
| 54300 Utility Services | 78,215 | 126,148 | 76,470 | 77,220 |
| 54400 Rentals And Leases | 7,991 | 12,989 | 12,989 | 12,989 |
| 54505 Vehicle Coverage | 12,367 | 9,863 | 18,432 | 18,616 |
| 54600 Repairs And Maintenance | 3,496 | 140,720 | 140,720 | 140,720 |
| 54601 Vehicle Repair | 98,909 | 105,150 | 104,174 | 104,174 |
| 54700 Printing And Binding | 1,179 | 1,900 | 6,900 | 6,900 |
| 54800 Promotional Activities | 1,448 | 1,950 | 1,950 | 1,950 |
| 54900 Other Current Charges & Obligations | 320 | 2,510 | 2,510 | 2,510 |
| 55100 Office Supplies | 3,125 | 2,250 | 2,250 | 2,250 |
| 55200 Operating Supplies | 208,427 | 194,165 | 196,265 | 196,265 |
| 55210 Fuel & Oil | 66,397 | 79,785 | 79,990 | 79,990 |
| 55300 Road Materials And Supplies | 51,879 | 68,865 | 68,615 | 68,615 |
| 55400 Publications, Subscriptions & Memberships | 1,169 | 1,230 | 1,230 | 1,230 |
| 55401 Training | 6,869 | 8,720 | 8,720 | 8,720 |
| 56400 Machinery And Equipment | 37,483 | 30,000 | 36,200 | 30,000 |
| 58200 Aids To Private Organizations | 179,000 | 179,000 | 179,000 | 179,000 |
| 140-436-572 Totals | <u>2,901,347</u> | <u>3,016,978</u> | <u>3,123,613</u> | <u>3,225,577</u> |
| Parks and Recreation Totals | <u>2,901,347</u> | <u>3,016,978</u> | <u>3,123,613</u> | <u>3,225,577</u> |

Leon County Fiscal Year 2020 Adopted Budget

Facilities Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-150-519 Facilities Management</u> | | | | |
| 51200 Regular Salaries and Wages | 1,464,585 | 1,517,279 | 1,574,782 | 1,620,559 |
| 51400 Overtime | 64,626 | 53,000 | 53,000 | 53,000 |
| 51500 Special Pay | 0 | 11,790 | 10,400 | 10,400 |
| 52100 Fica Taxes | 107,673 | 117,729 | 121,186 | 124,697 |
| 52200 Retirement Contribution | 124,925 | 126,452 | 136,624 | 140,659 |
| 52210 Deferred Compensation Match | 7,628 | 7,655 | 7,655 | 7,655 |
| 52300 Life & Health Insurance | 445,378 | 548,871 | 525,654 | 560,330 |
| 52400 Workers Compensation | 38,218 | 29,493 | 37,396 | 38,519 |
| 53100 Professional Services | 90 | 0 | 0 | 0 |
| 53400 Other Contractual Services | 1,802,286 | 2,140,270 | 2,339,385 | 2,378,491 |
| 54000 Travel & Per Diem | 7,060 | 5,644 | 10,674 | 10,674 |
| 54100 Communications | 9,373 | 16,569 | 10,069 | 10,069 |
| 54101 Communication - Phone System | 7,944 | 1,605 | 1,530 | 1,545 |
| 54102 DMS Centrex Billing | 2,239 | 560 | 6,550 | 6,616 |
| 54200 Postage | -169 | 200 | 200 | 200 |
| 54300 Utility Services | 2,100,618 | 2,011,938 | 2,063,276 | 2,063,276 |
| 54400 Rentals and Leases | 25,930 | 39,282 | 38,905 | 39,405 |
| 54505 Vehicle Coverage | 13,900 | 11,521 | 11,623 | 11,739 |
| 54600 Repairs and Maintenance | 727,549 | 748,735 | 782,402 | 802,720 |
| 54601 Vehicle Repair | 24,700 | 46,665 | 49,520 | 49,520 |
| 54700 Printing and Binding | 0 | 2,100 | 2,100 | 2,100 |
| 54900 Other Current Charges & Obligations | 4,982 | 0 | 0 | 0 |
| 55100 Office Supplies | 7,361 | 13,119 | 13,119 | 13,119 |
| 55200 Operating Supplies | 116,121 | 103,460 | 104,350 | 104,350 |
| 55210 Fuel & Oil | 32,981 | 46,585 | 45,915 | 45,915 |
| 55299 Reimbursable Supplies | 324 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 3,066 | 4,856 | 4,856 | 4,856 |
| 55401 Training | 6,086 | 7,350 | 7,350 | 7,350 |
| 56400 Machinery and Equipment | 8,512 | 10,000 | 10,000 | 10,000 |
| 001-150-519 Totals | <u>7,153,986</u> | <u>7,622,728</u> | <u>7,968,521</u> | <u>8,117,764</u> |
| <u>001-410-529 Public Safety Complex Facilities</u> | | | | |
| 51200 Regular Salaries and Wages | 157,646 | 142,663 | 140,821 | 145,045 |
| 51400 Overtime | 1,311 | 15,000 | 15,000 | 15,000 |
| 52100 Fica Taxes | 11,391 | 11,126 | 10,935 | 11,261 |
| 52200 Retirement Contribution | 15,391 | 10,430 | 11,928 | 12,286 |
| 52210 Deferred Compensation Match | 872 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 36,118 | 28,052 | 37,710 | 40,159 |
| 52400 Workers Compensation | 5,138 | 3,514 | 3,982 | 4,102 |
| 53100 Professional Services | 0 | 10,000 | 10,000 | 10,000 |
| 53400 Other Contractual Services | 469,180 | 653,111 | 655,719 | 661,038 |
| 54000 Travel & Per Diem | 5,672 | 2,000 | 2,000 | 2,000 |
| 54100 Communications | 3,860 | 6,400 | 6,400 | 6,400 |
| 54102 DMS Centrex Billing | 293 | 0 | 0 | 0 |
| 54200 Postage | 0 | 250 | 250 | 250 |
| 54300 Utility Services | 334,649 | 351,171 | 351,171 | 351,171 |
| 54400 Rentals and Leases | 0 | 3,470 | 3,645 | 3,645 |
| 54500 Insurance | 0 | 2,138 | 2,138 | 2,138 |
| 54506 Property Insurance | 104,498 | 104,498 | 104,498 | 104,498 |
| 54600 Repairs and Maintenance | 127,980 | 119,000 | 119,000 | 119,000 |
| 55100 Office Supplies | 1,452 | 660 | 660 | 660 |
| 55200 Operating Supplies | 138,348 | 42,000 | 41,940 | 41,940 |
| 55400 Publications, Subscriptions & Memberships | 1,105 | 1,429 | 1,429 | 1,429 |
| 55401 Training | 1,544 | 4,500 | 4,500 | 4,500 |
| 56400 Machinery and Equipment | 77,566 | 82,765 | 82,765 | 82,765 |
| 001-410-529 Totals | <u>1,494,012</u> | <u>1,594,177</u> | <u>1,606,491</u> | <u>1,619,287</u> |
| <u>165-154-519 County Government Annex</u> | | | | |
| 51200 Regular Salaries and Wages | 33,625 | 31,927 | 32,869 | 33,839 |
| 51400 Overtime | 1,057 | 0 | 1,000 | 1,000 |

Leon County Fiscal Year 2020 Adopted Budget

Facilities Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>165-154-519 County Government Annex</u> | | | | |
| 51500 Special Pay | 0 | 0 | 600 | 600 |
| 52100 Fica Taxes | 2,576 | 2,442 | 2,515 | 2,589 |
| 52200 Retirement Contribution | 2,733 | 2,593 | 2,738 | 2,820 |
| 52210 Deferred Compensation Match | 493 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 7,283 | 7,848 | 8,347 | 8,667 |
| 52400 Workers Compensation | 1,305 | 984 | 1,124 | 1,158 |
| 53100 Professional Services | 0 | 60,000 | 60,000 | 60,000 |
| 53400 Other Contractual Services | 240,867 | 241,398 | 267,672 | 274,349 |
| 54100 Communications | 112 | 500 | 500 | 500 |
| 54600 Repairs and Maintenance | 48,663 | 107,736 | 110,805 | 113,949 |
| 55200 Operating Supplies | 4,915 | 6,773 | 6,972 | 7,176 |
| 165-154-519 Totals | <u>343,627</u> | <u>462,201</u> | <u>495,142</u> | <u>506,647</u> |
| <u>166-155-519 Huntington Oaks Plaza Operating</u> | | | | |
| 53100 Professional Services | 24,677 | 10,000 | 10,090 | 10,243 |
| 53400 Other Contractual Services | 32,835 | 26,326 | 26,120 | 26,326 |
| 54600 Repairs and Maintenance | 18,938 | 51,000 | 42,750 | 42,750 |
| 54700 Printing and Binding | 0 | 200 | 200 | 200 |
| 55200 Operating Supplies | 761 | 7,375 | 7,375 | 7,375 |
| 166-155-519 Totals | <u>77,211</u> | <u>94,901</u> | <u>86,535</u> | <u>86,894</u> |
| Facilities Management Totals | <u>9,068,836</u> | <u>9,774,007</u> | <u>10,156,689</u> | <u>10,330,592</u> |

Leon County Fiscal Year 2020 Adopted Budget

Real Estate Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-156-519 Real Estate Management | | | | |
| 51200 Regular Salaries and Wages | 109,783 | 110,290 | 88,480 | 91,102 |
| 51500 Special Pay | 0 | 1,080 | 1,100 | 1,100 |
| 52100 Fica Taxes | 7,703 | 8,488 | 6,820 | 7,021 |
| 52200 Retirement Contribution | 8,654 | 9,020 | 7,403 | 7,625 |
| 52300 Life & Health Insurance | 28,992 | 32,058 | 24,834 | 26,512 |
| 52400 Workers Compensation | 285 | 164 | 134 | 138 |
| 53100 Professional Services | 2,809 | 13,500 | 13,500 | 13,500 |
| 53400 Other Contractual Services | 37,335 | 40,000 | 65,000 | 50,000 |
| 54100 Communications | 433 | 432 | 432 | 432 |
| 54101 Communication - Phone System | 35 | 0 | 20 | 20 |
| 54200 Postage | 829 | 2,000 | 2,000 | 2,000 |
| 54505 Vehicle Coverage | 0 | 308 | 293 | 296 |
| 54601 Vehicle Repair | 934 | 1,320 | 1,345 | 1,345 |
| 54700 Printing and Binding | 0 | 2,500 | 2,500 | 2,500 |
| 54900 Other Current Charges & Obligations | 46,065 | 61,600 | 136,600 | 136,600 |
| 55100 Office Supplies | 28 | 500 | 500 | 500 |
| 55200 Operating Supplies | 131 | 2,400 | 2,400 | 2,400 |
| 55210 Fuel & Oil | 0 | 550 | 550 | 550 |
| 55400 Publications, Subscriptions & Memberships | 452 | 200 | 200 | 200 |
| 55401 Training | 0 | 1,000 | 1,000 | 1,000 |
| 58200 Aids To Private Organizations | 25,000 | 12,000 | 0 | 0 |
| 001-156-519 Totals | <u>269,469</u> | <u>299,410</u> | <u>355,111</u> | <u>344,841</u> |
| 001-831-513 Tax Deed Applications | | | | |
| 54900 Other Current Charges & Obligations | -5,359 | 45,000 | 45,000 | 45,000 |
| 001-831-513 Totals | <u>-5,359</u> | <u>45,000</u> | <u>45,000</u> | <u>45,000</u> |
| Real Estate Management Totals | <u>264,110</u> | <u>344,410</u> | <u>400,111</u> | <u>389,841</u> |

Leon County Fiscal Year 2020 Adopted Budget

Planning Department

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-817-515 Planning Department</u> | | | | |
| 51200 Regular Salaries and Wages | 151,607 | 152,821 | 85,020 | 87,500 |
| 51500 Special Pay | 0 | 1,330 | 1,900 | 1,900 |
| 52100 Fica Taxes | 10,566 | 10,623 | 5,213 | 5,249 |
| 52200 Retirement Contribution | 23,433 | 24,988 | 21,006 | 21,637 |
| 52300 Life & Health Insurance | 23,971 | 26,207 | 10,427 | 11,122 |
| 52400 Workers Compensation | 394 | 226 | 126 | 130 |
| 58100 Aids To Government Agencies | 518,913 | 757,272 | 1,021,597 | 889,029 |
| 001-817-515 Totals | <u>728,884</u> | <u>973,467</u> | <u>1,145,289</u> | <u>1,016,567</u> |
| Planning Department Totals | <u>728,884</u> | <u>973,467</u> | <u>1,145,289</u> | <u>1,016,567</u> |

Leon County Fiscal Year 2020 Adopted Budget

Office of Management and Budget

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-130-513 Office of Management & Budget | | | | |
| 51200 Regular Salaries and Wages | 460,675 | 473,373 | 477,964 | 490,829 |
| 51500 Special Pay | 0 | 2,610 | 3,600 | 3,600 |
| 52100 Fica Taxes | 33,545 | 36,959 | 37,199 | 37,950 |
| 52200 Retirement Contribution | 53,958 | 57,745 | 61,596 | 63,320 |
| 52210 Deferred Compensation Match | 0 | 1,293 | 1,293 | 1,293 |
| 52300 Life & Health Insurance | 69,998 | 85,605 | 91,823 | 97,419 |
| 52400 Workers Compensation | 1,198 | 706 | 731 | 750 |
| 53100 Professional Services | 43,176 | 54,562 | 54,562 | 54,562 |
| 54000 Travel & Per Diem | 1,573 | 4,018 | 7,199 | 7,199 |
| 54100 Communications | 458 | 380 | 433 | 433 |
| 54101 Communication - Phone System | 783 | 840 | 775 | 783 |
| 54200 Postage | 80 | 115 | 115 | 115 |
| 54400 Rentals and Leases | 6,526 | 7,350 | 7,720 | 7,720 |
| 54700 Printing and Binding | 2,463 | 4,380 | 4,180 | 4,180 |
| 55100 Office Supplies | 2,874 | 2,668 | 2,683 | 2,683 |
| 55200 Operating Supplies | 1,500 | 1,674 | 1,711 | 1,711 |
| 55400 Publications, Subscriptions & Memberships | 1,298 | 575 | 575 | 575 |
| 55401 Training | 1,625 | 2,378 | 1,323 | 1,323 |
| 58229 Tall Trust For Historic Preservation | 63,175 | 63,175 | 63,175 | 63,175 |
| 001-130-513 Totals | <u>744,904</u> | <u>800,406</u> | <u>818,657</u> | <u>839,620</u> |
| Office of Management and Budget Totals | <u>744,904</u> | <u>800,406</u> | <u>818,657</u> | <u>839,620</u> |

Leon County Fiscal Year 2020 Adopted Budget

Purchasing

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-140-513 Procurement | | | | |
| 51200 Regular Salaries and Wages | 421,307 | 335,028 | 328,543 | 338,400 |
| 51500 Special Pay | 0 | 13,600 | 7,100 | 7,100 |
| 52100 Fica Taxes | 31,024 | 26,303 | 25,806 | 26,562 |
| 52200 Retirement Contribution | 40,370 | 32,203 | 27,827 | 28,662 |
| 52210 Deferred Compensation Match | 1,284 | 878 | 878 | 878 |
| 52300 Life & Health Insurance | 44,303 | 60,892 | 62,364 | 66,000 |
| 52400 Workers Compensation | 1,096 | 499 | 503 | 518 |
| 53400 Other Contractual Services | 1,200 | 2,296 | 3,801 | 3,801 |
| 54000 Travel & Per Diem | 4,250 | 7,463 | 6,763 | 6,763 |
| 54101 Communication - Phone System | 829 | 830 | 740 | 747 |
| 54102 DMS Centrex Billing | 59 | 30 | 175 | 177 |
| 54200 Postage | 353 | 475 | 375 | 375 |
| 54400 Rentals and Leases | 3,507 | 3,710 | 3,895 | 3,895 |
| 54505 Vehicle Coverage | 480 | 398 | 379 | 383 |
| 54600 Repairs and Maintenance | 775 | 1,412 | 1,412 | 1,412 |
| 54601 Vehicle Repair | 301 | 435 | 477 | 477 |
| 54700 Printing and Binding | 0 | 255 | 150 | 150 |
| 54900 Other Current Charges & Obligations | 3,670 | 4,179 | 4,179 | 4,179 |
| 55100 Office Supplies | 955 | 1,675 | 1,675 | 1,675 |
| 55200 Operating Supplies | 4,579 | 3,705 | 2,405 | 2,405 |
| 55210 Fuel & Oil | 456 | 550 | 550 | 550 |
| 55400 Publications, Subscriptions & Memberships | 1,703 | 1,430 | 1,430 | 1,430 |
| 55401 Training | 2,794 | 4,813 | 4,813 | 4,813 |
| 001-140-513 Totals | 565,295 | 503,059 | 486,240 | 501,352 |
| 001-141-513 Warehouse | | | | |
| 51200 Regular Salaries and Wages | 76,772 | 73,507 | 74,068 | 76,290 |
| 51400 Overtime | 464 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 0 | 800 | 800 |
| 52100 Fica Taxes | 5,595 | 5,899 | 5,942 | 6,111 |
| 52200 Retirement Contribution | 8,442 | 8,695 | 9,051 | 9,323 |
| 52210 Deferred Compensation Match | 991 | 1,641 | 1,641 | 1,641 |
| 52300 Life & Health Insurance | 14,671 | 19,393 | 19,896 | 21,021 |
| 52400 Workers Compensation | 2,979 | 2,306 | 2,575 | 2,652 |
| 53400 Other Contractual Services | 807 | 884 | 884 | 884 |
| 54100 Communications | 236 | 456 | 456 | 456 |
| 54101 Communication - Phone System | 176 | 0 | 0 | 0 |
| 54102 DMS Centrex Billing | 59 | 0 | 0 | 0 |
| 54600 Repairs and Maintenance | 385 | 426 | 426 | 426 |
| 54601 Vehicle Repair | 208 | 720 | 837 | 837 |
| 55100 Office Supplies | 578 | 300 | 300 | 300 |
| 55200 Operating Supplies | 450 | 615 | 615 | 615 |
| 55299 Reimbursable Supplies | 360 | 0 | 0 | 0 |
| 001-141-513 Totals | 113,172 | 114,842 | 117,491 | 121,356 |
| Purchasing Totals | 678,467 | 617,901 | 603,731 | 622,708 |

Leon County Fiscal Year 2020 Adopted Budget

Risk Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 501-132-513 Risk Management | | | | |
| 51200 Regular Salaries And Wages | 96,413 | 86,557 | 90,295 | 92,899 |
| 51500 Special Pay | 0 | 1,550 | 1,600 | 1,600 |
| 52100 Fica Taxes | 7,102 | 6,647 | 6,933 | 7,132 |
| 52200 Retirement Contribution | 8,474 | 6,861 | 12,655 | 13,034 |
| 52300 Life & Health Insurance | 15,226 | 16,609 | 17,148 | 18,289 |
| 52400 Workers Compensation | 251 | 125 | 133 | 137 |
| 53100 Professional Services | 83,435 | 72,344 | 72,344 | 72,344 |
| 54000 Travel & Per Diem | 0 | 1,900 | 1,900 | 1,900 |
| 54100 Communications | 36 | 360 | 360 | 360 |
| 54101 Communication - Phone System | 284 | 320 | 290 | 293 |
| 54200 Postage | 31 | 160 | 160 | 160 |
| 55100 Office Supplies | -18 | 300 | 300 | 300 |
| 55200 Operating Supplies | 157 | 950 | 950 | 950 |
| 55400 Publications, Subscriptions & Memberships | 1,022 | 1,025 | 1,025 | 1,025 |
| 55401 Training | 0 | 900 | 900 | 900 |
| 501-132-513 Totals | <u>212,412</u> | <u>196,608</u> | <u>206,993</u> | <u>211,323</u> |
| Risk Management Totals | <u>212,412</u> | <u>196,608</u> | <u>206,993</u> | <u>211,323</u> |

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-888-573 COCA Contract | | | | |
| 58215 Local Arts Agency Program (837) | 150,000 | 150,000 | 150,000 | 150,000 |
| 001-888-573 Totals | <u>150,000</u> | <u>150,000</u> | <u>150,000</u> | <u>150,000</u> |
| 160-301-552 Administration | | | | |
| 51200 Regular Salaries and Wages | 212,862 | 209,782 | 228,062 | 234,996 |
| 51250 Regular OPS Salaries | 18,036 | 16,020 | 16,386 | 16,773 |
| 51500 Special Pay | 0 | 1,130 | 1,100 | 1,100 |
| 52100 Fica Taxes | 16,771 | 17,554 | 18,980 | 19,403 |
| 52200 Retirement Contribution | 35,384 | 37,910 | 42,359 | 43,621 |
| 52210 Deferred Compensation Match | 463 | 766 | 766 | 766 |
| 52300 Life & Health Insurance | 39,313 | 42,998 | 33,444 | 35,695 |
| 52400 Workers Compensation | 630 | 345 | 378 | 389 |
| 53400 Other Contractual Services | 141,297 | 135,500 | 160,700 | 157,700 |
| 54000 Travel & Per Diem | 3,269 | 7,500 | 7,500 | 7,500 |
| 54100 Communications | 0 | 0 | 480 | 480 |
| 54101 Communication - Phone System | 1,419 | 280 | 265 | 268 |
| 54102 DMS Centrex Billing | 393 | 100 | 1,185 | 1,185 |
| 54200 Postage | 431 | 0 | 0 | 0 |
| 54400 Rentals And Leases | 6,181 | 8,420 | 50,000 | 50,000 |
| 54505 Vehicle Coverage | 463 | 384 | 366 | 370 |
| 54600 Repairs And Maintenance | 33,906 | 34,000 | 34,000 | 34,000 |
| 54601 Vehicle Repair | 1,075 | 410 | 580 | 580 |
| 54900 Other Current Charges & Obligations | 861 | 1,971 | 1,971 | 1,971 |
| 55100 Office Supplies | 589 | 1,000 | 1,000 | 1,000 |
| 55200 Operating Supplies | 2,321 | 3,000 | 3,000 | 3,000 |
| 55210 Fuel & Oil | 252 | 415 | 415 | 415 |
| 55400 Publications, Subscriptions & Memberships | 4,231 | 2,300 | 2,300 | 2,300 |
| 55401 Training | 595 | 3,000 | 3,000 | 3,000 |
| 160-301-552 Totals | <u>520,743</u> | <u>524,785</u> | <u>608,237</u> | <u>616,512</u> |
| 160-302-552 Advertising | | | | |
| 53400 Other Contractual Services | 1,450,762 | 1,566,473 | 1,616,473 | 1,666,473 |
| 160-302-552 Totals | <u>1,450,762</u> | <u>1,566,473</u> | <u>1,616,473</u> | <u>1,666,473</u> |
| 160-303-552 Marketing | | | | |
| 51200 Regular Salaries and Wages | 405,792 | 451,397 | 456,399 | 467,919 |
| 51250 Regular OPS Salaries | 18,037 | 16,020 | 16,386 | 16,773 |
| 51500 Special Pay | 0 | 2,120 | 2,000 | 2,000 |
| 52100 Fica Taxes | 31,562 | 37,140 | 37,276 | 38,183 |
| 52200 Retirement Contribution | 31,805 | 38,864 | 40,308 | 41,317 |
| 52300 Life & Health Insurance | 38,506 | 75,901 | 73,799 | 78,029 |
| 52400 Workers Compensation | 1,780 | 1,222 | 1,417 | 1,451 |
| 53400 Other Contractual Services | 160,334 | 125,500 | 125,500 | 125,500 |
| 54000 Travel & Per Diem | 42,052 | 64,128 | 72,925 | 72,925 |
| 54100 Communications | 4,364 | 7,823 | 7,823 | 7,823 |
| 54101 Communication - Phone System | 1,054 | 1,225 | 1,140 | 1,151 |
| 54200 Postage | 2,963 | 38,000 | 43,700 | 43,700 |
| 54400 Rentals and Leases | 2,415 | 8,420 | 8,420 | 8,420 |
| 54700 Printing and Binding | 11,284 | 6,400 | 16,500 | 16,500 |
| 54800 Promotional Activities | 27,170 | 53,575 | 67,000 | 67,000 |
| 54860 TDC Direct Sales Promotions | 33,594 | 49,662 | 52,290 | 52,290 |
| 54861 TDC Community Relations | 7,868 | 13,300 | 38,000 | 38,000 |
| 54862 TDC Merchandise | 4,772 | 5,000 | 7,500 | 7,500 |
| 54900 Other Current Charges & Obligations | 471,442 | 523,000 | 540,000 | 540,000 |
| 54948 Other Current Charges / Other | 119,311 | 100,000 | 315,000 | 315,000 |
| 55100 Office Supplies | 3,631 | 3,700 | 3,700 | 3,700 |
| 55200 Operating Supplies | 4,145 | 5,000 | 5,000 | 5,000 |
| 55250 Operating Supplies / Uniforms | 3,286 | 4,000 | 4,500 | 4,500 |
| 55400 Publications, Subscriptions & Memberships | 26,957 | 21,253 | 24,028 | 24,028 |
| 55401 Training | 405 | 7,000 | 10,000 | 10,000 |

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>160-303-552 Marketing</u> | | | | |
| 58160 TDC Local T&E | 1,173 | 1,500 | 1,500 | 1,500 |
| 58300 Other Grants & Aids | 750 | 0 | 0 | 0 |
| 58320 Sponsorships & Contributions | 5,625 | 26,900 | 36,000 | 36,000 |
| 160-303-552 Totals | <u>1,462,076</u> | <u>1,688,050</u> | <u>2,008,111</u> | <u>2,026,209</u> |
| <u>160-304-552 Special Projects</u> | | | | |
| 58300 Other Grants & Aids | 641,495 | 615,000 | 765,000 | 765,000 |
| 160-304-552 Totals | <u>641,495</u> | <u>615,000</u> | <u>765,000</u> | <u>765,000</u> |
| <u>160-888-573 Council on Culture & Arts (COCA)</u> | | | | |
| 58214 Cultural Resource Grant Prog (837) | 0 | 284,525 | 0 | 0 |
| 58215 Local Arts Agency Program (837) | 875,814 | 1,138,100 | 1,168,462 | 1,203,516 |
| 160-888-573 Totals | <u>875,814</u> | <u>1,422,625</u> | <u>1,168,462</u> | <u>1,203,516</u> |
| Tourism Development Totals | <u>5,100,890</u> | <u>5,966,933</u> | <u>6,316,283</u> | <u>6,427,710</u> |

Leon County Fiscal Year 2020 Adopted Budget

Library Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-240-571 Lib - Policy, Planning, & Operations | | | | |
| 51200 Regular Salaries and Wages | 328,777 | 310,652 | 303,294 | 312,377 |
| 51400 Overtime | 24 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 2,980 | 2,900 | 2,900 |
| 52100 Fica Taxes | 23,911 | 24,139 | 23,300 | 23,995 |
| 52200 Retirement Contribution | 41,234 | 42,276 | 41,507 | 42,753 |
| 52210 Deferred Compensation Match | 434 | 1,203 | 1,203 | 1,203 |
| 52300 Life & Health Insurance | 64,467 | 74,662 | 92,420 | 98,690 |
| 52400 Workers Compensation | 855 | 464 | 463 | 478 |
| 53100 Professional Services | 254,038 | 295,279 | 295,279 | 295,279 |
| 53400 Other Contractual Services | 3,574 | 3,950 | 3,950 | 3,950 |
| 54000 Travel & Per Diem | 35 | 1,500 | 1,500 | 1,500 |
| 54100 Communications | 2,027 | 1,980 | 1,980 | 1,980 |
| 54101 Communication - Phone System | 12,715 | 6,385 | 5,925 | 5,984 |
| 54102 DMS Centrex Billing | 2,166 | 605 | 6,920 | 6,989 |
| 54200 Postage | 18,921 | 17,659 | 17,659 | 17,659 |
| 54400 Rentals and Leases | 36,201 | 40,540 | 42,720 | 42,720 |
| 54600 Repairs and Maintenance | 571 | 600 | 600 | 600 |
| 54700 Printing and Binding | 284 | 500 | 500 | 500 |
| 54800 Promotional Activities | 1,918 | 2,500 | 2,500 | 2,500 |
| 54900 Other Current Charges & Obligations | 37 | 0 | 0 | 0 |
| 55100 Office Supplies | 13,541 | 15,540 | 15,540 | 15,540 |
| 55200 Operating Supplies | 30,566 | 38,062 | 38,062 | 38,062 |
| 55400 Publications, Subscriptions & Memberships | 4,278 | 5,490 | 6,730 | 6,730 |
| 55401 Training | 3,479 | 4,948 | 4,708 | 4,708 |
| 001-240-571 Totals | <u>844,052</u> | <u>891,914</u> | <u>909,660</u> | <u>927,097</u> |
| 001-241-571 Library Public Services | | | | |
| 51200 Regular Salaries and Wages | 3,059,856 | 3,199,998 | 3,144,704 | 3,234,478 |
| 51250 Regular OPS Salaries | 27,426 | 24,717 | 24,717 | 24,717 |
| 51400 Overtime | 57 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 11,070 | 9,300 | 9,300 |
| 52100 Fica Taxes | 225,411 | 250,239 | 245,250 | 252,109 |
| 52200 Retirement Contribution | 255,479 | 275,681 | 275,980 | 283,804 |
| 52210 Deferred Compensation Match | 9,653 | 13,450 | 13,450 | 13,450 |
| 52300 Life & Health Insurance | 599,248 | 733,409 | 750,407 | 799,691 |
| 52400 Workers Compensation | 8,028 | 4,823 | 4,890 | 5,027 |
| 52600 Class C Travel | 39 | 0 | 0 | 0 |
| 53400 Other Contractual Services | 38,570 | 47,983 | 47,983 | 47,983 |
| 54000 Travel & Per Diem | 471 | 3,397 | 3,397 | 3,397 |
| 54100 Communications | 72 | 1,200 | 1,200 | 1,200 |
| 54200 Postage | 7 | 0 | 0 | 0 |
| 54400 Rentals and Leases | 840 | 0 | 0 | 0 |
| 54505 Vehicle Coverage | 4,222 | 3,499 | 1,803 | 1,821 |
| 54600 Repairs and Maintenance | 43,366 | 36,159 | 36,639 | 37,129 |
| 54601 Vehicle Repair | 2,214 | 4,070 | 4,125 | 4,125 |
| 54700 Printing and Binding | 102 | 7,500 | 7,500 | 7,500 |
| 54800 Promotional Activities | 1,227 | 850 | 850 | 850 |
| 54900 Other Current Charges & Obligations | 1,493 | 1,695 | 1,695 | 1,695 |
| 55100 Office Supplies | 34,483 | 33,073 | 33,073 | 33,073 |
| 55200 Operating Supplies | 40,164 | 44,382 | 44,382 | 44,382 |
| 55210 Fuel & Oil | 3,884 | 4,125 | 4,205 | 4,205 |
| 55400 Publications, Subscriptions & Memberships | 1,616 | 2,495 | 2,495 | 2,495 |
| 55401 Training | 3,387 | 3,586 | 3,586 | 3,586 |
| 001-241-571 Totals | <u>4,361,315</u> | <u>4,707,401</u> | <u>4,661,631</u> | <u>4,816,017</u> |
| 001-242-571 Library Collection Services | | | | |
| 51200 Regular Salaries and Wages | 518,170 | 526,269 | 551,603 | 568,151 |
| 51500 Special Pay | 0 | 3,120 | 2,100 | 2,100 |
| 52100 Fica Taxes | 36,991 | 40,728 | 42,667 | 43,935 |
| 52200 Retirement Contribution | 43,031 | 45,613 | 46,720 | 48,122 |

Leon County Fiscal Year 2020 Adopted Budget

Library Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-242-571 Library Collection Services | | | | |
| 52210 Deferred Compensation Match | 2,094 | 2,626 | 2,626 | 2,626 |
| 52300 Life & Health Insurance | 153,003 | 169,331 | 182,783 | 195,015 |
| 52400 Workers Compensation | 2,670 | 2,585 | 2,430 | 2,502 |
| 53400 Other Contractual Services | 131,583 | 120,321 | 122,722 | 125,192 |
| 54000 Travel & Per Diem | 0 | 90 | 90 | 90 |
| 54200 Postage | 2,251 | 2,000 | 2,000 | 2,000 |
| 54600 Repairs and Maintenance | 0 | 1,100 | 1,100 | 1,100 |
| 54700 Printing and Binding | 2,306 | 5,550 | 5,550 | 5,550 |
| 54900 Other Current Charges & Obligations | 8 | 0 | 0 | 0 |
| 55100 Office Supplies | 1,935 | 4,133 | 4,133 | 4,133 |
| 55200 Operating Supplies | 23,115 | 36,482 | 36,482 | 36,482 |
| 55400 Publications, Subscriptions & Memberships | 1,588 | 3,795 | 3,795 | 3,795 |
| 55401 Training | 4,413 | 4,523 | 4,523 | 4,523 |
| 56600 Books, Publications & Library Material | 654,391 | 632,505 | 632,505 | 632,505 |
| 001-242-571 Totals | <u>1,577,549</u> | <u>1,600,771</u> | <u>1,643,829</u> | <u>1,677,821</u> |
| Library Services Totals | <u>6,782,916</u> | <u>7,200,086</u> | <u>7,215,120</u> | <u>7,420,935</u> |

Leon County Fiscal Year 2020 Adopted Budget

Emergency Medical Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 135-185-526 Emergency Medical Services | | | | |
| 51200 Regular Salaries and Wages | 6,162,418 | 5,777,557 | 5,887,775 | 6,049,880 |
| 51250 Regular OPS Salaries | 529,892 | 375,001 | 375,001 | 386,251 |
| 51400 Overtime | 969,108 | 1,276,447 | 1,251,175 | 1,251,175 |
| 51500 Special Pay | 7,875 | 13,620 | 15,000 | 15,000 |
| 52100 Fica Taxes | 485,152 | 549,375 | 557,309 | 569,855 |
| 52200 Retirement Contribution | 1,539,712 | 1,652,131 | 1,707,955 | 1,749,517 |
| 52210 Deferred Compensation Match | 17,879 | 16,620 | 16,620 | 16,620 |
| 52300 Life & Health Insurance | 1,175,838 | 1,344,814 | 1,467,754 | 1,562,151 |
| 52400 Workers Compensation | 326,169 | 282,646 | 298,636 | 305,060 |
| 53100 Professional Services | 10,535 | 56,580 | 56,580 | 56,580 |
| 53400 Other Contractual Services | 4,191,065 | 4,249,305 | 4,338,289 | 4,353,473 |
| 54000 Travel & Per Diem | 10,207 | 14,800 | 14,800 | 14,800 |
| 54100 Communications | 59,499 | 57,200 | 57,200 | 57,200 |
| 54101 Communication - Phone System | 6,207 | 5,935 | 5,460 | 5,515 |
| 54102 DMS Centrex Billing | 307 | 75 | 1,100 | 1,111 |
| 54200 Postage | 1,383 | 2,000 | 2,000 | 2,000 |
| 54300 Utility Services | 55,244 | 60,000 | 60,000 | 60,000 |
| 54400 Rentals and Leases | 7,536 | 9,565 | 11,715 | 11,715 |
| 54505 Vehicle Coverage | 128,548 | 106,549 | 108,377 | 109,461 |
| 54600 Repairs and Maintenance | 73,889 | 88,722 | 146,122 | 146,122 |
| 54601 Vehicle Repair | 350,247 | 438,725 | 440,350 | 440,350 |
| 54700 Printing and Binding | 2,531 | 10,000 | 10,000 | 10,000 |
| 54800 Promotional Activities | 22,903 | 23,500 | 23,500 | 23,500 |
| 55100 Office Supplies | 3,839 | 8,015 | 8,015 | 8,015 |
| 55200 Operating Supplies | 669,319 | 689,350 | 732,415 | 732,415 |
| 55210 Fuel & Oil | 311,636 | 389,305 | 388,090 | 388,090 |
| 55300 Road Materials and Supplies | 171 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 8,880 | 7,925 | 7,925 | 7,925 |
| 55401 Training | 49,372 | 60,600 | 60,600 | 60,600 |
| 56400 Machinery and Equipment | 30,063 | 38,000 | 0 | 0 |
| 135-185-526 Totals | <u>17,207,424</u> | <u>17,604,362</u> | <u>18,049,763</u> | <u>18,394,381</u> |
| Emergency Medical Services Totals | <u>17,207,424</u> | <u>17,604,362</u> | <u>18,049,763</u> | <u>18,394,381</u> |

Leon County Fiscal Year 2020 Adopted Budget

Animal Control

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>140-201-562 Animal Control</u> | | | | |
| 51200 Regular Salaries and Wages | 309,927 | 286,358 | 306,487 | 314,269 |
| 51250 Regular OPS Salaries | 10,158 | 0 | 0 | 0 |
| 51400 Overtime | 5,278 | 24,479 | 24,479 | 24,479 |
| 51500 Special Pay | 0 | 8,800 | 8,800 | 8,800 |
| 52100 Fica Taxes | 23,478 | 22,931 | 24,195 | 24,790 |
| 52200 Retirement Contribution | 24,783 | 23,411 | 25,407 | 26,067 |
| 52210 Deferred Compensation Match | 619 | 1,312 | 1,312 | 1,312 |
| 52300 Life & Health Insurance | 54,430 | 77,307 | 84,778 | 89,693 |
| 52400 Workers Compensation | 5,230 | 3,914 | 4,405 | 4,516 |
| 53300 Court Reporter Services | 0 | 4,170 | 4,170 | 4,170 |
| 53400 Other Contractual Services | 803,944 | 865,726 | 959,100 | 985,520 |
| 54000 Travel & Per Diem | 540 | 342 | 342 | 342 |
| 54100 Communications | 4,210 | 4,200 | 4,200 | 4,200 |
| 54101 Communication - Phone System | 975 | 1,175 | 1,085 | 1,096 |
| 54200 Postage | 60 | 300 | 300 | 300 |
| 54505 Vehicle Coverage | 6,973 | 5,279 | 6,630 | 6,696 |
| 54600 Repairs and Maintenance | 0 | 400 | 400 | 400 |
| 54601 Vehicle Repair | 15,463 | 15,020 | 13,757 | 13,757 |
| 54700 Printing and Binding | 886 | 1,800 | 1,800 | 1,800 |
| 54800 Promotional Activities | 2,397 | 3,500 | 3,500 | 3,500 |
| 54908 Other Current Charges & Obligations | 100 | 1,200 | 1,200 | 1,200 |
| 55100 Office Supplies | 218 | 1,397 | 1,397 | 1,397 |
| 55200 Operating Supplies | 5,960 | 10,392 | 10,392 | 10,392 |
| 55210 Fuel & Oil | 23,126 | 33,835 | 30,265 | 30,265 |
| 55400 Publications, Subscriptions & Memberships | 380 | 733 | 733 | 733 |
| 55401 Training | 3,815 | 9,720 | 9,720 | 9,720 |
| 58226 St Francis Wildlife Assn (851) | 71,250 | 71,250 | 71,250 | 71,250 |
| 140-201-562 Totals | <u>1,374,202</u> | <u>1,478,951</u> | <u>1,600,104</u> | <u>1,640,664</u> |
| Animal Control Totals | <u>1,374,202</u> | <u>1,478,951</u> | <u>1,600,104</u> | <u>1,640,664</u> |

Leon County Fiscal Year 2020 Adopted Budget

County Probation

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-888-523 Line Item - Detention/Correction | | | | |
| 58230 Disc Village/JAC | 222,759 | 222,759 | 222,759 | 222,759 |
| 58253 Domestic Violence Coordinating Council | 25,000 | 25,000 | 25,000 | 25,000 |
| 001-888-523 Totals | <u>247,759</u> | <u>247,759</u> | <u>247,759</u> | <u>247,759</u> |
| 110-508-569 Diversionary Programs | | | | |
| 53400 Other Contractual Services | 100,000 | 100,000 | 100,000 | 100,000 |
| 110-508-569 Totals | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> |
| 111-542-523 County Probation | | | | |
| 51200 Regular Salaries and Wages | 738,591 | 799,315 | 797,974 | 819,597 |
| 51400 Overtime | 948 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 8,070 | 9,200 | 9,200 |
| 52100 Fica Taxes | 52,024 | 61,687 | 61,488 | 63,142 |
| 52200 Retirement Contribution | 60,357 | 68,180 | 65,854 | 67,636 |
| 52210 Deferred Compensation Match | 1,731 | 3,169 | 3,169 | 3,169 |
| 52300 Life & Health Insurance | 198,238 | 237,795 | 244,096 | 260,560 |
| 52400 Workers Compensation | 22,360 | 19,271 | 22,394 | 22,992 |
| 53400 Other Contractual Services | 4,202 | 4,220 | 4,220 | 4,220 |
| 54000 Travel & Per Diem | 1,260 | 2,459 | 2,459 | 2,459 |
| 54100 Communications | 433 | 636 | 636 | 636 |
| 54101 Communication - Phone System | 5,804 | 6,510 | 5,880 | 5,939 |
| 54200 Postage | 334 | 2,359 | 2,359 | 2,359 |
| 54400 Rentals and Leases | 3,743 | 4,020 | 4,220 | 4,220 |
| 54600 Repairs and Maintenance | 0 | 1,100 | 0 | 0 |
| 54700 Printing and Binding | 496 | 790 | 790 | 790 |
| 54948 Other Current Charges / Other | 468 | 480 | 0 | 0 |
| 55100 Office Supplies | 4,484 | 6,131 | 6,131 | 6,131 |
| 55200 Operating Supplies | 7,529 | 9,345 | 10,445 | 10,445 |
| 55400 Publications, Subscriptions & Memberships | 300 | 400 | 400 | 400 |
| 55401 Training | 590 | 1,480 | 1,480 | 1,480 |
| 111-542-523 Totals | <u>1,103,892</u> | <u>1,237,417</u> | <u>1,243,195</u> | <u>1,285,375</u> |
| County Probation Totals | <u>1,451,651</u> | <u>1,585,176</u> | <u>1,590,954</u> | <u>1,633,134</u> |

Leon County Fiscal Year 2020 Adopted Budget

Supervised Pretrial Release

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 111-544-523 Pretrial Release | | | | |
| 51200 Regular Salaries and Wages | 631,907 | 638,453 | 630,468 | 649,382 |
| 51400 Overtime | 8,507 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 4,860 | 4,700 | 4,700 |
| 52100 Fica Taxes | 46,387 | 49,265 | 48,379 | 49,830 |
| 52200 Retirement Contribution | 50,918 | 52,738 | 53,400 | 55,002 |
| 52210 Deferred Compensation Match | 500 | 654 | 654 | 654 |
| 52300 Life & Health Insurance | 132,952 | 154,233 | 178,072 | 190,253 |
| 52400 Workers Compensation | 20,612 | 15,746 | 17,695 | 18,226 |
| 53400 Other Contractual Services | 53,873 | 64,000 | 64,000 | 64,000 |
| 53413 Administration | 160 | 0 | 0 | 0 |
| 53450 Other Contractual Services - GPS | 92,250 | 123,000 | 373,151 | 373,151 |
| 54000 Travel & Per Diem | 1,115 | 3,099 | 3,099 | 3,099 |
| 54100 Communications | 424 | 1,241 | 1,241 | 1,241 |
| 54101 Communication - Phone System | 2,913 | 2,860 | 2,640 | 2,666 |
| 54102 DMS Centrex Billing | 176 | 45 | 530 | 535 |
| 54200 Postage | 287 | 2,000 | 2,000 | 2,000 |
| 54400 Rentals and Leases | 6,183 | 6,835 | 7,175 | 7,175 |
| 54700 Printing and Binding | 437 | 459 | 459 | 459 |
| 54900 Other Current Charges & Obligations | 60,605 | 99,857 | 0 | 0 |
| 54948 Other Current Charges / Other | 332 | 950 | 0 | 0 |
| 55100 Office Supplies | 517 | 2,100 | 2,100 | 2,100 |
| 55200 Operating Supplies | 4,974 | 7,016 | 7,016 | 7,016 |
| 55400 Publications, Subscriptions & Memberships | 175 | 140 | 140 | 140 |
| 55401 Training | 105 | 0 | 0 | 0 |
| 56400 Machinery and Equipment | 0 | 0 | 3,200 | 200 |
| 111-544-523 Totals | <u>1,116,307</u> | <u>1,229,551</u> | <u>1,400,119</u> | <u>1,431,829</u> |
| Supervised Pretrial Release Totals | <u>1,116,307</u> | <u>1,229,551</u> | <u>1,400,119</u> | <u>1,431,829</u> |

Leon County Fiscal Year 2020 Adopted Budget

Veteran Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-390-553 Veteran Services | | | | |
| 51200 Regular Salaries and Wages | 130,438 | 134,610 | 134,676 | 137,417 |
| 51400 Overtime | 291 | 1,200 | 1,200 | 1,200 |
| 51500 Special Pay | 0 | 1,140 | 1,100 | 1,100 |
| 52100 Fica Taxes | 9,491 | 10,849 | 10,578 | 10,788 |
| 52200 Retirement Contribution | 10,010 | 11,120 | 11,361 | 11,593 |
| 52210 Deferred Compensation Match | 0 | 1,531 | 1,531 | 1,531 |
| 52300 Life & Health Insurance | 20,402 | 26,750 | 39,667 | 42,144 |
| 52400 Workers Compensation | 339 | 203 | 205 | 209 |
| 54000 Travel & Per Diem | 2,099 | 7,550 | 7,550 | 7,550 |
| 54101 Communication - Phone System | 891 | 1,245 | 1,135 | 1,146 |
| 54200 Postage | 143 | 750 | 750 | 750 |
| 54400 Rentals and Leases | 3,280 | 3,285 | 4,040 | 4,040 |
| 54600 Repairs and Maintenance | 81 | 160 | 160 | 160 |
| 54700 Printing and Binding | 420 | 1,000 | 1,000 | 1,000 |
| 54800 Promotional Activities | 230 | 800 | 800 | 800 |
| 54900 Other Current Charges & Obligations | 1,396 | 1,700 | 1,725 | 1,725 |
| 55100 Office Supplies | 1,263 | 1,940 | 1,940 | 1,940 |
| 55200 Operating Supplies | 212 | 250 | 250 | 250 |
| 55400 Publications, Subscriptions & Memberships | 230 | 330 | 330 | 330 |
| 55401 Training | 0 | 700 | 700 | 700 |
| 58256 Veterans Day Parade | 5,000 | 5,000 | 5,000 | 5,000 |
| 58258 Operation Thank You! | 13,294 | 15,900 | 15,900 | 15,900 |
| 58261 Honor Flight | 20,000 | 20,000 | 20,000 | 20,000 |
| 58264 North Florida Homeless Veterans Stand Down | 10,000 | 10,000 | 10,000 | 10,000 |
| 58349 Military Personnel Grant Program | 99,840 | 100,000 | 100,000 | 100,000 |
| 001-390-553 Totals | <u>329,351</u> | <u>358,013</u> | <u>371,598</u> | <u>377,273</u> |
| Veteran Services Totals | <u>329,351</u> | <u>358,013</u> | <u>371,598</u> | <u>377,273</u> |

Leon County Fiscal Year 2020 Adopted Budget

Housing Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-371-569 Housing Services | | | | |
| 51200 Regular Salaries and Wages | 324,223 | 387,143 | 374,990 | 386,191 |
| 51250 Regular OPS Salaries | 7,031 | 2,000 | 15,000 | 15,000 |
| 51400 Overtime | 994 | 4,240 | 2,000 | 2,000 |
| 51500 Special Pay | 0 | 30,017 | 3,700 | 3,700 |
| 52100 Fica Taxes | 23,917 | 26,848 | 29,093 | 29,951 |
| 52200 Retirement Contribution | 24,497 | 985 | 30,130 | 31,035 |
| 52210 Deferred Compensation Match | 513 | 53,641 | 985 | 985 |
| 52300 Life & Health Insurance | 44,569 | 396 | 68,883 | 73,327 |
| 52400 Workers Compensation | 843 | 652 | 570 | 587 |
| 53400 Other Contractual Services | 62,446 | 5,800 | 652 | 652 |
| 54000 Travel & Per Diem | 1,619 | 301 | 5,800 | 5,800 |
| 54100 Communications | 100 | 1,390 | 420 | 420 |
| 54101 Communication - Phone System | 1,854 | 60 | 1,275 | 1,288 |
| 54102 DMS Centrex Billing | 234 | 800 | 705 | 712 |
| 54200 Postage | 401 | 5,380 | 800 | 800 |
| 54400 Rentals and Leases | 4,747 | 587 | 5,650 | 5,650 |
| 54505 Vehicle Coverage | 708 | 200 | 559 | 565 |
| 54600 Repairs and Maintenance | 0 | 1,400 | 200 | 200 |
| 54601 Vehicle Repair | 205 | 2,500 | 1,566 | 1,566 |
| 54700 Printing and Binding | 1,974 | 3,000 | 2,500 | 2,500 |
| 54800 Promotional Activities | 2,487 | 16,475 | 3,000 | 3,000 |
| 54900 Other Current Charges & Obligations | 5,474 | 4,700 | 16,800 | 16,800 |
| 55100 Office Supplies | 3,893 | 4,283 | 4,700 | 4,700 |
| 55200 Operating Supplies | 3,884 | 1,155 | 4,283 | 4,283 |
| 55210 Fuel & Oil | 916 | 800 | 1,185 | 1,185 |
| 55400 Publications, Subscriptions & Memberships | 799 | 4,350 | 5,800 | 5,800 |
| 55401 Training | 1,938 | 0 | 4,350 | 4,350 |
| 585000 Housing Grants & Aids | 33,138 | 0 | 0 | 0 |
| 001-371-569 Totals | <u>553,403</u> | <u>559,103</u> | <u>585,596</u> | <u>603,047</u> |
| 124-932047-554 SHIP 2014-2017 | | | | |
| 585000 Housing Grants & Aids | 10,762 | 0 | 0 | 0 |
| 124-932047-554 Totals | <u>10,762</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 124-932048-554 SHIP 2015-2018 | | | | |
| 585000 Housing Grants & Aids | 486,730 | 0 | 0 | 0 |
| 124-932048-554 Totals | <u>486,730</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 124-932049-554 SHIP 2016-2019 | | | | |
| 585000 Housing Grants & Aids | 161,750 | 0 | 0 | 0 |
| 124-932049-554 Totals | <u>161,750</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 124-932051-554 SHIP Housing Counseling Fund | | | | |
| 585000 Housing Grants & Aids | 7,000 | 0 | 0 | 0 |
| 124-932051-554 Totals | <u>7,000</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 124-932052-554 SHIP 2017-2020 | | | | |
| 585000 Housing Grants & Aids | 143,250 | 0 | 0 | 0 |
| 124-932052-554 Totals | <u>143,250</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 124-932053-554 SHIP 2018-2021 | | | | |
| 585000 Housing Grants & Aids | 0 | 167,323 | 0 | 0 |
| 124-932053-554 Totals | <u>0</u> | <u>167,323</u> | <u>0</u> | <u>0</u> |
| Housing Services Totals | <u>1,362,895</u> | <u>726,426</u> | <u>585,596</u> | <u>603,047</u> |

Leon County Fiscal Year 2020 Adopted Budget

Human Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-190-562 Health Department</u> | | | | |
| 58100 Aids To Government Agencies | 237,345 | 237,345 | 237,345 | 237,345 |
| 001-190-562 Totals | <u>237,345</u> | <u>237,345</u> | <u>237,345</u> | <u>237,345</u> |
| <u>001-370-527 Medical Examiner</u> | | | | |
| 54506 Property Insurance | 0 | 2,750 | 2,750 | 2,750 |
| 58346 Medical Examiner | 480,998 | 405,620 | 433,982 | 442,662 |
| 58351 Medical Examiner Facility Operating Costs | 0 | 51,855 | 103,709 | 103,709 |
| 001-370-527 Totals | <u>480,998</u> | <u>460,225</u> | <u>540,441</u> | <u>549,121</u> |
| <u>001-370-562 Tubercular Care & Child Protection Exams</u> | | | | |
| 58340 Tubercular Care-transportation | 0 | 2,000 | 2,000 | 2,000 |
| 58342 Child Protection Exams | 53,250 | 59,000 | 59,000 | 59,000 |
| 001-370-562 Totals | <u>53,250</u> | <u>61,000</u> | <u>61,000</u> | <u>61,000</u> |
| <u>001-370-563 Baker Act & Marchman Act</u> | | | | |
| 53101 Baker Act Payments | 366,462 | 366,462 | 366,462 | 366,462 |
| 53102 Mental Health & Alcohol | 218,514 | 271,694 | 271,694 | 271,694 |
| 001-370-563 Totals | <u>584,976</u> | <u>638,156</u> | <u>638,156</u> | <u>638,156</u> |
| <u>001-370-564 Medicaid & Indigent Burials</u> | | | | |
| 58341 Indigent Burial | 49,534 | 64,400 | 64,400 | 64,400 |
| 58343 Medicaid | 2,897,065 | 3,036,826 | 3,271,272 | 3,369,410 |
| 001-370-564 Totals | <u>2,946,599</u> | <u>3,101,226</u> | <u>3,335,672</u> | <u>3,433,810</u> |
| <u>001-370-569 CHSP & Emergency Assistance</u> | | | | |
| 51200 Regular Salaries and Wages | 39,411 | 40,560 | 42,195 | 43,461 |
| 52100 Fica Taxes | 2,785 | 3,103 | 3,228 | 3,325 |
| 52200 Retirement Contribution | 3,155 | 3,350 | 3,574 | 3,681 |
| 52210 Deferred Compensation Match | 0 | 112 | 112 | 112 |
| 52300 Life & Health Insurance | 7,021 | 8,107 | 16,350 | 17,477 |
| 52400 Workers Compensation | 102 | 61 | 65 | 66 |
| 53400 Other Contractual Services | 40,360 | 0 | 0 | 0 |
| 54100 Communications | 1,422 | 1,250 | 1,250 | 1,250 |
| 54600 Repairs and Maintenance | 4,500 | 5,000 | 6,000 | 6,000 |
| 54900 Other Current Charges & Obligations | 0 | 1,000 | 1,000 | 1,000 |
| 55200 Operating Supplies | 3,905 | 5,000 | 5,000 | 5,000 |
| 55401 Training | 0 | 1,000 | 0 | 0 |
| 58246 United Partners for Human Services | 23,750 | 23,750 | 23,750 | 23,750 |
| 58247 Whole Child Leon | 38,000 | 38,000 | 38,000 | 38,000 |
| 58344 Human Service Grants | 1,051,770 | 1,200,000 | 1,300,000 | 1,300,000 |
| 58345 Emergency Assistance | 40,000 | 40,000 | 40,000 | 40,000 |
| 001-370-569 Totals | <u>1,256,181</u> | <u>1,370,293</u> | <u>1,480,524</u> | <u>1,483,122</u> |
| <u>001-971-562 Primary Health Care</u> | | | | |
| 51200 Regular Salaries and Wages | 48,982 | 48,206 | 49,652 | 51,142 |
| 51500 Special Pay | 0 | 900 | 900 | 900 |
| 52100 Fica Taxes | 3,201 | 3,786 | 3,897 | 4,010 |
| 52200 Retirement Contribution | 3,821 | 3,982 | 4,206 | 4,332 |
| 52300 Life & Health Insurance | 17,681 | 20,312 | 20,929 | 22,284 |
| 52400 Workers Compensation | 127 | 72 | 76 | 78 |
| 53400 Other Contractual Services | 806 | 11,000 | 6,000 | 6,000 |
| 54200 Postage | 92 | 250 | 250 | 250 |
| 54800 Promotional Activities | 152 | 500 | 500 | 500 |
| 54900 Other Current Charges & Obligations | 1,617,520 | 1,739,582 | 1,739,582 | 1,739,582 |
| 55100 Office Supplies | 778 | 780 | 780 | 780 |
| 55200 Operating Supplies | 439 | 500 | 500 | 500 |
| 55400 Publications, Subscriptions & Memberships | 236 | 250 | 250 | 250 |

Leon County Fiscal Year 2020 Adopted Budget

Human Services

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-971-562 Primary Health Care</u> | | | | |
| 55401 Training | 0 | 1,500 | 500 | 500 |
| 001-971-562 Totals | <u>1,693,836</u> | <u>1,831,620</u> | <u>1,828,022</u> | <u>1,831,108</u> |
| <u>140-971-562 Primary Health Care-Trauma Center</u> | | | | |
| 58249 Trauma Center | 200,000 | 0 | 0 | 0 |
| 140-971-562 Totals | <u>200,000</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Human Services Totals | <u>7,453,186</u> | <u>7,699,865</u> | <u>8,121,160</u> | <u>8,233,662</u> |

Leon County Fiscal Year 2020 Adopted Budget

Cooperative Extension

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-361-537 Cooperative Extension</u> | | | | |
| 54101 Communication - Phone System | 2,416 | 1,570 | 1,495 | 1,510 |
| 54102 DMS Centrex Billing | 176 | 45 | 530 | 535 |
| 54505 Vehicle Coverage | 964 | 799 | 401 | 405 |
| 54601 Vehicle Repair | 365 | 1,265 | 1,296 | 1,296 |
| 55210 Fuel & Oil | 543 | 720 | 690 | 690 |
| 58100 Aids To Government Agencies | 379,130 | 429,204 | 425,311 | 438,070 |
| 001-361-537 Totals | <u>383,593</u> | <u>433,603</u> | <u>429,723</u> | <u>442,506</u> |
| Cooperative Extension Totals | <u>383,593</u> | <u>433,603</u> | <u>429,723</u> | <u>442,506</u> |

Leon County Fiscal Year 2020 Adopted Budget

Office of Sustainability

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 001-127-513 Office of Sustainability | | | | |
| 51200 Regular Salaries and Wages | 111,054 | 114,361 | 119,436 | 122,315 |
| 51250 Regular OPS Salaries | 9,529 | 15,000 | 26,478 | 27,272 |
| 51400 Overtime | 7 | 0 | 0 | 0 |
| 52100 Fica Taxes | 8,962 | 9,897 | 11,163 | 11,443 |
| 52200 Retirement Contribution | 9,601 | 9,380 | 9,980 | 10,222 |
| 52210 Deferred Compensation Match | 161 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 18,927 | 20,238 | 24,898 | 26,590 |
| 52400 Workers Compensation | 313 | 194 | 222 | 228 |
| 53100 Professional Services | 14,300 | 23,480 | 23,480 | 23,480 |
| 53400 Other Contractual Services | 34,197 | 31,375 | 21,375 | 21,375 |
| 54000 Travel & Per Diem | 1,081 | 4,025 | 3,150 | 3,150 |
| 54101 Communication - Phone System | 14 | 100 | 95 | 96 |
| 54300 Utility Services | 0 | 500 | 500 | 500 |
| 54505 Vehicle Coverage | 484 | 401 | 382 | 386 |
| 54600 Repairs and Maintenance | 0 | 5,500 | 5,500 | 5,500 |
| 54601 Vehicle Repair | 147 | 435 | 571 | 571 |
| 54700 Printing and Binding | 0 | 1,200 | 1,200 | 1,200 |
| 54800 Promotional Activities | 60,459 | 18,650 | 36,150 | 36,150 |
| 54900 Other Current Charges & Obligations | -719 | 23,500 | 3,500 | 23,500 |
| 55100 Office Supplies | 29 | 250 | 250 | 250 |
| 55200 Operating Supplies | 18,254 | 23,995 | 23,995 | 23,995 |
| 55210 Fuel & Oil | 0 | 90 | 90 | 90 |
| 55400 Publications, Subscriptions & Memberships | 4,340 | 7,935 | 7,935 | 7,935 |
| 55401 Training | 1,125 | 2,200 | 2,200 | 2,200 |
| 58100 Aids To Government Agencies | 22,050 | 0 | 0 | 0 |
| 001-127-513 Totals | <u>314,316</u> | <u>312,706</u> | <u>322,550</u> | <u>348,448</u> |
| Office of Sustainability Totals | <u>314,316</u> | <u>312,706</u> | <u>322,550</u> | <u>348,448</u> |

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>401-416-534 Yard Waste</u> | | | | |
| 51200 Regular Salaries and Wages | 45,808 | 44,335 | 33,740 | 34,752 |
| 51400 Overtime | 490 | 3,900 | 3,900 | 3,900 |
| 52100 Fica Taxes | 3,068 | 3,442 | 2,608 | 2,685 |
| 52200 Retirement Contribution | 3,626 | 3,662 | 2,858 | 2,943 |
| 52210 Deferred Compensation Match | 0 | 997 | 997 | 997 |
| 52300 Life & Health Insurance | 19,420 | 21,716 | 17,234 | 18,409 |
| 52400 Workers Compensation | 4,900 | 2,588 | 2,171 | 2,237 |
| 53400 Other Contractual Services | 371,493 | 303,793 | 298,263 | 312,662 |
| 54400 Rentals and Leases | 0 | 1,650 | 1,650 | 1,650 |
| 54600 Repairs and Maintenance | 0 | 17,909 | 7,500 | 7,500 |
| 54900 Other Current Charges & Obligations | 0 | 1,400 | 5,500 | 1,400 |
| 55200 Operating Supplies | 0 | 1,400 | 1,460 | 1,460 |
| 55210 Fuel & Oil | 0 | 10,000 | 10,000 | 10,000 |
| 55401 Training | 0 | 300 | 300 | 300 |
| 401-416-534 Totals | <u>448,804</u> | <u>417,092</u> | <u>388,181</u> | <u>400,895</u> |
| <u>401-437-534 Rural Waste Service Centers</u> | | | | |
| 51200 Regular Salaries and Wages | 280,225 | 237,907 | 225,245 | 231,620 |
| 51250 Regular OPS Salaries | 11,892 | 24,950 | 24,950 | 24,950 |
| 51400 Overtime | 14,696 | 25,000 | 25,000 | 25,000 |
| 51500 Special Pay | 0 | 0 | 2,100 | 2,100 |
| 52100 Fica Taxes | 22,459 | 20,607 | 19,310 | 19,800 |
| 52200 Retirement Contribution | 23,890 | 19,683 | 18,823 | 19,354 |
| 52210 Deferred Compensation Match | 1,028 | 1,093 | 1,093 | 1,093 |
| 52300 Life & Health Insurance | 53,719 | 76,681 | 111,528 | 119,147 |
| 52400 Workers Compensation | 31,394 | 14,434 | 15,888 | 16,298 |
| 53400 Other Contractual Services | 75,602 | 77,022 | 69,074 | 69,126 |
| 54000 Travel & Per Diem | 0 | 150 | 150 | 150 |
| 54100 Communications | 0 | 2,100 | 2,100 | 2,100 |
| 54200 Postage | 0 | 1,775 | 1,775 | 1,775 |
| 54300 Utility Services | 0 | 2,780 | 2,780 | 2,780 |
| 54505 Vehicle Coverage | 5,144 | 4,263 | 6,028 | 6,088 |
| 54600 Repairs and Maintenance | 8,915 | 52,500 | 60,500 | 60,500 |
| 54601 Vehicle Repair | 21,166 | 40,715 | 36,227 | 36,227 |
| 54700 Printing and Binding | 0 | 2,300 | 2,300 | 2,300 |
| 54900 Other Current Charges & Obligations | 140 | 140 | 140 | 140 |
| 55100 Office Supplies | 112 | 682 | 682 | 682 |
| 55200 Operating Supplies | 9,359 | 8,100 | 8,100 | 8,100 |
| 55210 Fuel & Oil | 65,882 | 47,035 | 47,130 | 47,130 |
| 401-437-534 Totals | <u>625,623</u> | <u>659,917</u> | <u>680,923</u> | <u>696,460</u> |
| <u>401-441-534 Transfer Station Operations</u> | | | | |
| 51200 Regular Salaries and Wages | 496,636 | 461,122 | 498,546 | 513,470 |
| 51400 Overtime | 11,030 | 20,000 | 20,000 | 20,000 |
| 51500 Special Pay | 0 | 2,507 | 3,300 | 3,300 |
| 52100 Fica Taxes | 36,829 | 36,640 | 39,479 | 40,623 |
| 52200 Retirement Contribution | 41,712 | 40,563 | 42,134 | 43,399 |
| 52210 Deferred Compensation Match | 2,356 | 3,734 | 3,734 | 3,734 |
| 52300 Life & Health Insurance | 94,172 | 132,099 | 146,163 | 155,039 |
| 52400 Workers Compensation | 49,058 | 23,905 | 28,413 | 29,267 |
| 53100 Professional Services | 2,450 | 0 | 0 | 0 |
| 53400 Other Contractual Services | 5,893,863 | 6,136,007 | 7,237,723 | 7,361,691 |
| 54000 Travel & Per Diem | 0 | 500 | 500 | 500 |
| 54100 Communications | 44 | 535 | 535 | 535 |
| 54101 Communication - Phone System | 380 | 345 | 320 | 323 |
| 54200 Postage | 0 | 0 | 1,000 | 0 |
| 54400 Rentals and Leases | 3,157 | 4,805 | 4,880 | 4,880 |
| 54505 Vehicle Coverage | 1,103 | 1,766 | 0 | 0 |
| 54600 Repairs and Maintenance | 23,018 | 115,835 | 115,135 | 115,135 |
| 54601 Vehicle Repair | 66,602 | 59,243 | 53,380 | 53,380 |

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 401-441-534 Transfer Station Operations | | | | |
| 54700 Printing and Binding | 0 | 200 | 900 | 900 |
| 54900 Other Current Charges & Obligations | 0 | 5,650 | 5,650 | 5,650 |
| 55100 Office Supplies | 0 | 1,070 | 1,070 | 1,070 |
| 55200 Operating Supplies | 19,980 | 18,780 | 17,780 | 17,780 |
| 55210 Fuel & Oil | 142,149 | 12,773 | 93,865 | 93,865 |
| 55400 Publications, Subscriptions & Memberships | 0 | 200 | 200 | 200 |
| 55401 Training | 490 | 1,050 | 1,050 | 1,050 |
| 401-441-534 Totals | <u>6,885,029</u> | <u>7,079,329</u> | <u>8,315,757</u> | <u>8,465,791</u> |
| 401-442-534 Solid Waste Management Facility | | | | |
| 51200 Regular Salaries and Wages | 94,022 | 96,819 | 63,200 | 65,096 |
| 51400 Overtime | 6,900 | 9,100 | 9,100 | 9,100 |
| 51500 Special Pay | 0 | 3,490 | 3,000 | 3,000 |
| 52100 Fica Taxes | 7,408 | 7,735 | 5,088 | 5,234 |
| 52200 Retirement Contribution | 7,884 | 7,997 | 5,353 | 5,512 |
| 52210 Deferred Compensation Match | 25 | 1,956 | 1,956 | 1,956 |
| 52300 Life & Health Insurance | 28,431 | 32,964 | 18,470 | 19,677 |
| 52400 Workers Compensation | 9,396 | 5,269 | 3,635 | 3,744 |
| 53100 Professional Services | 38,066 | 53,000 | 53,000 | 53,000 |
| 53400 Other Contractual Services | 76,706 | 78,020 | 78,020 | 78,020 |
| 54000 Travel & Per Diem | 0 | 500 | 500 | 500 |
| 54100 Communications | 1,722 | 1,260 | 1,632 | 1,632 |
| 54101 Communication - Phone System | 2,782 | 905 | 850 | 859 |
| 54102 DMS Centrex Billing | 452 | 0 | 1,970 | 1,990 |
| 54200 Postage | 182 | 500 | 500 | 500 |
| 54300 Utility Services | 19,182 | 69,683 | 69,683 | 69,683 |
| 54400 Rentals and Leases | 8,174 | 12,665 | 12,915 | 12,915 |
| 54505 Vehicle Coverage | 9,257 | 10,961 | 12,762 | 12,890 |
| 54600 Repairs and Maintenance | 17,046 | 75,280 | 42,180 | 42,180 |
| 54601 Vehicle Repair | 37,385 | 57,415 | 42,507 | 42,507 |
| 54700 Printing and Binding | 0 | 350 | 350 | 350 |
| 54900 Other Current Charges & Obligations | 200 | 750 | 750 | 750 |
| 55100 Office Supplies | 352 | 1,000 | 1,000 | 1,000 |
| 55200 Operating Supplies | 9,219 | 14,100 | 13,728 | 13,728 |
| 55210 Fuel & Oil | 13,693 | 10,865 | 10,000 | 10,000 |
| 55400 Publications, Subscriptions & Memberships | 0 | 200 | 200 | 200 |
| 55401 Training | 879 | 2,500 | 2,500 | 2,500 |
| 401-442-534 Totals | <u>389,362</u> | <u>555,284</u> | <u>454,849</u> | <u>458,523</u> |
| 401-443-534 Hazardous Waste | | | | |
| 51200 Regular Salaries and Wages | 171,297 | 165,216 | 171,903 | 177,044 |
| 51250 Regular OPS Salaries | 0 | 16,030 | 25,730 | 26,502 |
| 51400 Overtime | 41,097 | 36,000 | 36,000 | 36,000 |
| 51500 Special Pay | 0 | 1,450 | 1,500 | 1,500 |
| 52100 Fica Taxes | 15,829 | 14,442 | 15,694 | 16,147 |
| 52200 Retirement Contribution | 20,519 | 18,087 | 19,376 | 19,957 |
| 52210 Deferred Compensation Match | 1,338 | 985 | 985 | 985 |
| 52300 Life & Health Insurance | 24,221 | 26,131 | 26,741 | 28,032 |
| 52400 Workers Compensation | 18,648 | 10,432 | 12,459 | 12,833 |
| 53400 Other Contractual Services | 376,967 | 332,116 | 338,547 | 344,149 |
| 54000 Travel & Per Diem | 1,728 | 2,600 | 2,600 | 2,600 |
| 54101 Communication - Phone System | 213 | 240 | 225 | 227 |
| 54200 Postage | 400 | 25 | 25 | 25 |
| 54300 Utility Services | 0 | 1,410 | 1,410 | 1,410 |
| 54505 Vehicle Coverage | 1,836 | 1,522 | 410 | 414 |
| 54600 Repairs and Maintenance | 6,687 | 8,000 | 8,000 | 8,000 |
| 54601 Vehicle Repair | 4,564 | 6,665 | 5,668 | 5,668 |
| 54700 Printing and Binding | 771 | 1,370 | 1,370 | 1,370 |
| 54800 Promotional Activities | 1,974 | 4,300 | 4,300 | 4,300 |
| 54900 Other Current Charges & Obligations | 1,998 | 2,000 | 2,000 | 2,000 |

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>401-443-534 Hazardous Waste</u> | | | | |
| 55100 Office Supplies | 19 | 450 | 450 | 450 |
| 55200 Operating Supplies | 54,600 | 45,300 | 45,300 | 45,300 |
| 55210 Fuel & Oil | 657 | 1,135 | 1,125 | 1,125 |
| 55400 Publications, Subscriptions & Memberships | 565 | 601 | 601 | 601 |
| 55401 Training | 289 | 200 | 200 | 200 |
| 401-443-534 Totals | <u>746,215</u> | <u>696,707</u> | <u>722,619</u> | <u>736,839</u> |
| Solid Waste Totals | <u>9,095,034</u> | <u>9,408,329</u> | <u>10,562,329</u> | <u>10,758,508</u> |

Leon County Fiscal Year 2020 Adopted Budget

Clerk of the Circuit Court

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-132-586 Clerk - Finance Administration</u> | | | | |
| 59302 Budget Transfers | 1,670,645 | 1,764,742 | 1,852,423 | 1,907,996 |
| 001-132-586 Totals | <u>1,670,645</u> | <u>1,764,742</u> | <u>1,852,423</u> | <u>1,907,996</u> |
| <u>110-537-614 Clerk - Article V Expenses</u> | | | | |
| 54913 Clerk Circuit Court Fees | 425,198 | 420,627 | 420,865 | 429,282 |
| 110-537-614 Totals | <u>425,198</u> | <u>420,627</u> | <u>420,865</u> | <u>429,282</u> |
| Clerk of the Circuit Court Totals | <u>2,095,843</u> | <u>2,185,369</u> | <u>2,273,288</u> | <u>2,337,278</u> |

Leon County Fiscal Year 2020 Adopted Budget

Property Appraiser

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>001-512-586 Property Appraiser</u> | | | | |
| 59306 Budget Transfer | 5,091,369 | 5,088,414 | 5,059,837 | 5,180,406 |
| 001-512-586 Totals | <u>5,091,369</u> | <u>5,088,414</u> | <u>5,059,837</u> | <u>5,180,406</u> |
| Property Appraiser Totals | <u>5,091,369</u> | <u>5,088,414</u> | <u>5,059,837</u> | <u>5,180,406</u> |

Leon County Fiscal Year 2020 Adopted Budget

Sheriff

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>110-510-586 Law Enforcement</u> | | | | |
| 51100 Executive Salaries | 77,638 | 75,789 | 76,311 | 76,311 |
| 51200 Regular Salaries and Wages | 20,868,656 | 20,681,510 | 21,173,785 | 22,444,212 |
| 51300 Other Salaries & Wages | 184,024 | 140,974 | 192,275 | 192,275 |
| 51400 Overtime | 1,219,801 | 1,032,925 | 1,100,450 | 1,111,455 |
| 51500 Special Pay | 189,462 | 187,560 | 194,460 | 200,294 |
| 52100 Fica Taxes | 1,634,914 | 1,636,333 | 1,670,765 | 1,729,242 |
| 52200 Retirement Contribution | 4,464,009 | 4,393,396 | 4,626,316 | 4,765,105 |
| 52300 Life & Health Insurance | 3,770,721 | 4,753,795 | 4,948,765 | 5,440,020 |
| 52400 Workers Compensation | 387,604 | 404,113 | 415,976 | 420,136 |
| 52500 Unemployment Compensation | 1,201 | 10,000 | 10,000 | 10,000 |
| 53143 Other Administrative / Professional | 42,367 | 24,000 | 35,000 | 35,000 |
| 53144 Professional Services / Medical | 40,030 | 47,205 | 52,550 | 52,550 |
| 53400 Other Contractual Services | 128,156 | 161,837 | 222,440 | 222,440 |
| 53500 Investigations | 49,325 | 60,000 | 75,000 | 75,000 |
| 54041 Travel and Per Diem | 127,053 | 105,310 | 148,780 | 148,780 |
| 54042 Travel / Private Vehicle | 654 | 200 | 200 | 200 |
| 54100 Communications | 350,412 | 464,923 | 484,061 | 484,061 |
| 54200 Postage | 12,295 | 34,790 | 23,000 | 23,000 |
| 54300 Utility Services | 190,752 | 175,108 | 198,096 | 198,096 |
| 54400 Rentals and Leases | 91,291 | 85,889 | 250,469 | 250,469 |
| 54506 Property Insurance | 26,763 | 28,101 | 29,506 | 29,506 |
| 54541 Insurance / Auto | 232,413 | 349,362 | 359,417 | 359,417 |
| 54542 Insurance / Professional Liability | 279,464 | 319,397 | 349,304 | 349,304 |
| 54600 Repairs and Maintenance | 1,245 | 0 | 0 | 0 |
| 54641 Repair and Maintenance / Autos | 792,999 | 725,842 | 834,381 | 834,381 |
| 54643 Repair and Maintenance / Radios | 39,929 | 22,237 | 26,017 | 26,017 |
| 54644 Repair and Maintenance / Office Equipment | 303,656 | 560,932 | 625,619 | 625,619 |
| 54646 Repair and Maintenance / Facilities | 182,674 | 226,586 | 227,086 | 227,086 |
| 54700 Printing and Binding | 28,063 | 56,798 | 56,825 | 56,825 |
| 54942 Other Current Charges / Auto | 188,653 | 115,675 | 115,675 | 115,675 |
| 54948 Other Current Charges / Other | 65,546 | 81,926 | 293,647 | 293,647 |
| 54949 Uniform Cleaning | 26,772 | 47,200 | 29,000 | 29,000 |
| 54950 Tuition Assistance | 3,750 | 2,500 | 2,500 | 2,500 |
| 55100 Office Supplies | 31,975 | 35,750 | 35,750 | 35,750 |
| 55240 Data Processing Supplies | 21,104 | 52,000 | 36,000 | 36,000 |
| 55241 Operating Supplies / Fuel and Lubrication | 753,266 | 820,770 | 855,516 | 855,516 |
| 55242 Operating Supplies / Ammo | 73,159 | 107,000 | 107,280 | 107,280 |
| 55244 Operating Supplies / Investigative | 22,253 | 35,680 | 35,180 | 35,180 |
| 55248 Operating Supplies / Motorcycles and Boats | 3,279 | 10,000 | 10,000 | 10,000 |
| 55249 Operating Supplies / Miscellaneous | 290,537 | 286,978 | 549,169 | 549,169 |
| 55250 Operating Supplies / Uniforms | 283,333 | 379,932 | 413,428 | 413,428 |
| 55275 Computer Software | 104,976 | 5,500 | 108,700 | 108,700 |
| 55280 Computer Hardware <\$1000 unit | 0 | 29,500 | 9,600 | 9,600 |
| 55400 Publications, Subscriptions & Memberships | 58,892 | 30,307 | 94,607 | 94,607 |
| 55401 Training | 98,800 | 113,175 | 136,825 | 136,825 |
| 56441 Machinery and Equipment / Auto | 657,892 | 1,200,500 | 1,517,500 | 1,517,500 |
| 56443 Machinery and Equipment / Radio | 43,596 | 37,000 | 9,600 | 9,600 |
| 56444 Machinery and Equipment / Office | 80,516 | 123,955 | 349,750 | 349,750 |
| 56445 Machinery and Equipment / Investigation | 6,101 | 7,200 | 0 | 0 |
| 56448 Machinery and Equipment / Other | 34,284 | 112,850 | 233,000 | 233,000 |
| 59000 Sheriff Contingency - Operating | 0 | 100,000 | 100,000 | 100,000 |
| 59010 Sheriff - Less SRO Contract | -1,553,927 | -1,857,374 | -2,116,479 | -2,158,809 |
| 59100 Transfer | -456,632 | 0 | 0 | 0 |
| 110-510-586 Totals | 36,555,693 | 38,642,936 | 41,333,102 | 43,270,719 |

110-511-586 Corrections

| | | | | |
|----------------------------------|------------|------------|------------|------------|
| 51100 Executive Salaries | 77,638 | 75,789 | 76,311 | 76,311 |
| 51200 Regular Salaries and Wages | 15,525,819 | 15,498,924 | 16,011,304 | 16,971,982 |
| 51300 Other Salaries & Wages | 320 | 0 | 10,400 | 10,400 |
| 51400 Overtime | 928,956 | 728,450 | 864,500 | 873,145 |
| 51500 Special Pay | 65,164 | 66,780 | 68,940 | 68,940 |

Leon County Fiscal Year 2020 Adopted Budget

Sheriff

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 110-511-586 Corrections | | | | |
| 52100 Fica Taxes | 1,187,997 | 1,212,214 | 1,259,283 | 1,322,373 |
| 52200 Retirement Contribution | 3,305,597 | 3,194,806 | 3,426,974 | 3,529,783 |
| 52300 Life & Health Insurance | 3,292,812 | 4,288,865 | 4,369,501 | 4,806,582 |
| 52400 Workers Compensation | 299,144 | 304,975 | 321,504 | 321,504 |
| 52500 Unemployment Compensation | 0 | 20,000 | 20,000 | 20,000 |
| 53144 Professional Services / Medical | 16,048 | 17,800 | 19,900 | 19,900 |
| 53400 Other Contractual Services | 5,836,277 | 7,636,065 | 6,213,243 | 6,213,243 |
| 53410 Contract Services Promotion | 1,675,309 | 0 | 1,650,000 | 1,650,000 |
| 54010 Travel-Local Mileage | 248 | 200 | 200 | 200 |
| 54041 Travel and Per Diem | 12,396 | 26,200 | 21,000 | 21,000 |
| 54100 Communications | 50,230 | 79,758 | 87,048 | 87,048 |
| 54200 Postage | 1,018 | 1,090 | 1,090 | 1,090 |
| 54300 Utility Services | 929,406 | 937,650 | 938,350 | 938,350 |
| 54443 Rentals and Leases / Other | 29,757 | 17,113 | 27,113 | 27,113 |
| 54506 Property Insurance | 237,651 | 249,534 | 262,011 | 262,011 |
| 54541 Insurance / Auto | 15,000 | 16,000 | 17,000 | 17,000 |
| 54542 Insurance / Professional Liability | 224,978 | 255,153 | 268,432 | 268,432 |
| 54544 Insurance Prisoner/Medical | 125,461 | 126,000 | 126,000 | 126,000 |
| 54641 Repair and Maintenance / Autos | 36,940 | 33,500 | 51,500 | 51,500 |
| 54643 Repair and Maintenance / Radios | 0 | 1,644 | 0 | 0 |
| 54644 Repair and Maintenance / Office Equipment | 93,618 | 283,319 | 296,951 | 296,951 |
| 54646 Repair and Maintenance / Facilities | 534,975 | 466,034 | 473,534 | 473,534 |
| 54700 Printing and Binding | 24,319 | 12,500 | 12,500 | 12,500 |
| 54948 Other Current Charges / Other | 19,843 | 15,000 | 115,000 | 115,000 |
| 54949 Uniform Cleaning | 3,858 | 44,300 | 21,500 | 21,500 |
| 54950 Tuition Assistance | 2,400 | 2,500 | 2,500 | 2,500 |
| 55100 Office Supplies | 22,334 | 25,750 | 25,750 | 25,750 |
| 55200 Operating Supplies | 42,265 | 176,312 | 172,745 | 172,745 |
| 55240 Data Processing Supplies | 27,168 | 25,000 | 25,000 | 25,000 |
| 55241 Operating Supplies / Fuel and Lubrication | 22,475 | 35,910 | 35,910 | 35,910 |
| 55246 Operating Supplies / Other Jail Supplies | 332,406 | 406,254 | 500,286 | 500,286 |
| 55250 Operating Supplies / Uniforms | 99,452 | 207,344 | 187,600 | 187,600 |
| 55275 Computer Software | 27,010 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 17,918 | 4,939 | 65,089 | 65,089 |
| 55401 Training | 12,677 | 14,028 | 6,500 | 6,500 |
| 56400 Machinery and Equipment | 36,818 | 32,466 | 85,602 | 85,602 |
| 56441 Machinery and Equipment / Auto | 0 | 60,000 | 60,000 | 60,000 |
| 56442 Machinery and Equipment - Jail | 7,142 | 123,000 | 110,000 | 110,000 |
| 56443 Machinery and Equipment / Radio | 0 | 10,400 | 0 | 0 |
| 59000 Sheriff Contingency - Operating | 0 | 100,000 | 100,000 | 100,000 |
| 59100 Transfer | 462,270 | 0 | 0 | 0 |
| 110-511-586 Totals | 35,663,114 | 36,833,566 | 38,408,071 | 39,980,374 |
| Sheriff Totals | 72,218,808 | 75,476,502 | 79,741,173 | 83,251,093 |

Leon County Fiscal Year 2020 Adopted Budget

Supervisor of Elections

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 060-520-513 Voter Registration | | | | |
| 51100 Executive Salaries | 140,694 | 143,609 | 144,634 | 146,060 |
| 51200 Regular Salaries and Wages | 1,219,146 | 1,224,052 | 1,278,884 | 1,321,794 |
| 52100 Fica Taxes | 98,623 | 106,485 | 109,211 | 111,927 |
| 52200 Retirement Contribution | 269,712 | 265,922 | 295,210 | 301,845 |
| 52210 Deferred Compensation Match | 3,113 | 3,500 | 3,500 | 3,500 |
| 52300 Life & Health Insurance | 188,563 | 217,733 | 255,685 | 272,133 |
| 52400 Workers Compensation | 6,750 | 4,327 | 4,931 | 5,055 |
| 52600 Class C Travel | 147 | 0 | 0 | 0 |
| 53100 Professional Services | 0 | 3,750 | 0 | 3,750 |
| 53400 Other Contractual Services | 45,807 | 23,300 | 28,300 | 24,400 |
| 54000 Travel & Per Diem | 22,030 | 17,000 | 20,000 | 34,600 |
| 54100 Communications | 3,296 | 4,000 | 3,400 | 3,400 |
| 54101 Communication - Phone System | 2,280 | 1,710 | 1,695 | 1,712 |
| 54102 DMS Centrex Billing | 293 | 0 | 0 | 0 |
| 54200 Postage | -5,172 | 39,242 | 36,300 | 47,300 |
| 54400 Rentals and Leases | 339,849 | 386,353 | 410,541 | 415,568 |
| 54505 Vehicle Coverage | 1,037 | 859 | 819 | 827 |
| 54600 Repairs and Maintenance | 102,275 | 111,558 | 141,434 | 160,461 |
| 54700 Printing and Binding | 15,356 | 38,923 | 33,356 | 38,550 |
| 54711 Printing & Binding / School Elections | 937 | 0 | 0 | 0 |
| 54800 Promotional Activities | 11,353 | 28,565 | 15,580 | 13,000 |
| 54900 Other Current Charges & Obligations | 4,083 | 8,700 | 4,900 | 4,150 |
| 54961 Administrative Hearing | 3,298 | 0 | 0 | 0 |
| 55100 Office Supplies | 6,463 | 12,148 | 16,401 | 13,175 |
| 55200 Operating Supplies | 22,103 | 9,425 | 18,473 | 11,200 |
| 55210 Fuel & Oil | 56 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 8,426 | 11,286 | 12,386 | 12,386 |
| 55401 Training | 10,923 | 23,400 | 8,000 | 30,200 |
| 56201 Building Improvements | 0 | 6,400 | 0 | 0 |
| 56400 Machinery and Equipment | 26,947 | 0 | 2,500 | 0 |
| 56410 Machinery & Equipment <\$750 | 9,918 | 4,490 | 12,180 | 1,500 |
| 060-520-513 Totals | <u>2,558,305</u> | <u>2,696,737</u> | <u>2,858,320</u> | <u>2,978,493</u> |
| 060-520-586 Elections | | | | |
| 59308 SOE-BUDGET TRANSFER | 215,407 | 0 | 0 | 0 |
| 060-520-586 Totals | <u>215,407</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 060-521-513 Elections | | | | |
| 51250 Regular OPS Salaries | 65,162 | 256,276 | 733,631 | 231,767 |
| 51300 Other Salaries & Wages | 181,616 | 19,705 | 0 | 0 |
| 52100 Fica Taxes | 18,532 | 9,402 | 55,927 | 18,366 |
| 52200 Retirement Contribution | 5,271 | 30,750 | 49,633 | 14,336 |
| 52300 Life & Health Insurance | 26,030 | 644 | 54,435 | 20,000 |
| 52400 Workers Compensation | 1,005 | 0 | 2,521 | 762 |
| 52600 Class C Travel | 110 | 6,750 | 0 | 0 |
| 53100 Professional Services | 1,980 | 438,162 | 6,250 | 6,250 |
| 53400 Other Contractual Services | 102,445 | 0 | 679,829 | 361,410 |
| 53441 Other Contractual / Poll Workers | 149,175 | 0 | 0 | 0 |
| 53442 Other Cont / Elec Temp Agency Help | 63,468 | 0 | 0 | 0 |
| 53443 Other Cont / Election Security | 22,749 | 5,750 | 0 | 0 |
| 54000 Travel & Per Diem | 5,377 | 11,230 | 9,600 | 3,750 |
| 54100 Communications | 2,921 | 15,000 | 17,646 | 10,896 |
| 54101 Communication - Phone System | 15,756 | 1,215 | 925 | 934 |
| 54102 DMS Centrex Billing | 3,375 | 38,875 | 14,280 | 14,423 |
| 54200 Postage | 68,523 | 17,320 | 129,640 | 65,220 |
| 54400 Rentals and Leases | 4,170 | 0 | 32,600 | 16,300 |
| 54410 Rental and Leases / Polling Place St | 12,133 | 301,531 | 0 | 0 |
| 54600 Repairs and Maintenance | 293,011 | 2,745 | 343,848 | 338,118 |
| 54601 Vehicle Repair | 950 | 136,372 | 2,485 | 2,485 |
| 54700 Printing and Binding | 41,217 | 0 | 268,064 | 172,293 |

Leon County Fiscal Year 2020 Adopted Budget

Supervisor of Elections

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 060-521-513 Elections | | | | |
| 54712 Printing & Binding / Elections Ballots | 64,040 | 0 | 0 | 0 |
| 54713 Printing & Binding / PW Training Mate | 17,506 | 0 | 0 | 0 |
| 54714 Printing & Binding / Precinct Notices | 294 | 26,700 | 0 | 0 |
| 54800 Promotional Activities | 26,272 | 14,050 | 55,500 | 39,250 |
| 54900 Other Current Charges & Obligations | 16,074 | 0 | 20,650 | 13,850 |
| 54962 Canvassing Board | 414 | 64,570 | 0 | 0 |
| 55100 Office Supplies | 27,454 | 6,285 | 98,126 | 45,706 |
| 55200 Operating Supplies | 18,434 | 2,630 | 18,301 | 5,600 |
| 55210 Fuel & Oil | 1,548 | 0 | 2,630 | 2,630 |
| 55261 Operating Supplies / Early Voting | 370 | 0 | 0 | 0 |
| 55400 Publications, Subscriptions & Memberships | 162 | 0 | 0 | 0 |
| 55401 Training | 1,156 | 9,000 | 1,725 | 0 |
| 56400 Machinery And Equipment | 114,890 | 6,500 | 4,500 | 11,000 |
| 56410 Machinery & Equipment <\$750 | 12,493 | 0 | 24,222 | 13,300 |
| 060-521-513 Totals | <u>1,386,081</u> | <u>1,421,462</u> | <u>2,626,968</u> | <u>1,408,646</u> |
| 060-521-586 Elections | | | | |
| 59308 SOE-BUDGET TRANSFER | 116,707 | 0 | 0 | 0 |
| 060-521-586 Totals | <u>116,707</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 061-953017-513 2016/17 Federal Elections Grant | | | | |
| 54200 Postage | 3,051 | 0 | 0 | 0 |
| 54700 Printing and Binding | 52,179 | 0 | 0 | 0 |
| 061-953017-513 Totals | <u>55,230</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 061-953019-513 Elections Security Grant | | | | |
| 53400 Other Contractual Services | 65,222 | 0 | 0 | 0 |
| 54200 Postage | 129 | 0 | 0 | 0 |
| 54600 Repairs and Maintenance | 4,500 | 0 | 0 | 0 |
| 55100 Office Supplies | 2,884 | 0 | 0 | 0 |
| 55200 Operating Supplies | 1,063 | 0 | 0 | 0 |
| 56400 Machinery and Equipment | 51,056 | 0 | 0 | 0 |
| 56410 Machinery & Equipment <\$750 | 16,215 | 0 | 0 | 0 |
| 061-953019-513 Totals | <u>141,069</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 061-953020-513 Albert Monitoring Grant | | | | |
| 53400 Other Contractual Services | 4,620 | 0 | 0 | 0 |
| 56400 Machinery and Equipment | 5,112 | 0 | 0 | 0 |
| 061-953020-513 Totals | <u>9,732</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Supervisor of Elections Totals | <u>4,482,531</u> | <u>4,118,199</u> | <u>5,485,288</u> | <u>4,387,139</u> |

Leon County Fiscal Year 2020 Adopted Budget

Tax Collector

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 4,689,603 | 4,932,000 | 5,077,511 | 5,179,061 |
| 001-513-586 Totals | <u>4,689,603</u> | <u>4,932,000</u> | <u>5,077,511</u> | <u>5,179,061</u> |
| <u>123-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 67,617 | 65,920 | 71,850 | 72,568 |
| 123-513-586 Totals | <u>67,617</u> | <u>65,920</u> | <u>71,850</u> | <u>72,568</u> |
| <u>135-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 150,144 | 156,149 | 162,395 | 162,395 |
| 135-513-586 Totals | <u>150,144</u> | <u>156,149</u> | <u>162,395</u> | <u>162,395</u> |
| <u>145-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 47,048 | 47,849 | 50,590 | 51,096 |
| 145-513-586 Totals | <u>47,048</u> | <u>47,849</u> | <u>50,590</u> | <u>51,096</u> |
| <u>162-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 3,262 | 5,500 | 5,500 | 5,500 |
| 162-513-586 Totals | <u>3,262</u> | <u>5,500</u> | <u>5,500</u> | <u>5,500</u> |
| <u>164-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 4,497 | 5,000 | 5,000 | 5,000 |
| 164-513-586 Totals | <u>4,497</u> | <u>5,000</u> | <u>5,000</u> | <u>5,000</u> |
| <u>401-513-586 Tax Collector</u> | | | | |
| 59307 Budget Transfer | 29,902 | 32,620 | 33,598 | 34,606 |
| 401-513-586 Totals | <u>29,902</u> | <u>32,620</u> | <u>33,598</u> | <u>34,606</u> |
| Tax Collector Totals | <u>4,992,073</u> | <u>5,245,038</u> | <u>5,406,444</u> | <u>5,510,226</u> |

Leon County Fiscal Year 2020 Adopted Budget

Court Administration

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-540-601 Court Administration | | | | |
| 51200 Regular Salaries and Wages | 133,600 | 132,478 | 132,155 | 136,119 |
| 52100 Fica Taxes | 9,568 | 10,152 | 10,109 | 10,413 |
| 52200 Retirement Contribution | 13,442 | 13,993 | 11,194 | 11,529 |
| 52300 Life & Health Insurance | 33,831 | 26,868 | 32,368 | 34,605 |
| 52400 Workers Compensation | 306 | 179 | 202 | 209 |
| 53400 Other Contractual Services | 292 | 9,900 | 9,900 | 9,900 |
| 54000 Travel & Per Diem | 1,008 | 198 | 209 | 209 |
| 54100 Communications | 3,105 | 4,329 | 4,329 | 4,329 |
| 54102 DMS Centrex Billing | 0 | 185 | 0 | 0 |
| 54200 Postage | 29 | 200 | 200 | 200 |
| 54400 Rentals and Leases | 3,659 | 0 | 0 | 0 |
| 54700 Printing and Binding | 220 | 200 | 200 | 200 |
| 54900 Other Current Charges & Obligations | 149 | 1,401 | 1,401 | 1,401 |
| 55100 Office Supplies | 326 | 450 | 450 | 450 |
| 55200 Operating Supplies | 5,951 | 2,092 | 2,092 | 2,092 |
| 55401 Training | 458 | 1,800 | 1,800 | 1,800 |
| 001-540-601 Totals | <u>205,945</u> | <u>204,425</u> | <u>206,609</u> | <u>213,456</u> |
| 001-540-713 Court Information Systems | | | | |
| 54101 Communication - Phone System | 12,279 | 10,705 | 10,015 | 10,115 |
| 54102 DMS Centrex Billing | 799 | 0 | 1,800 | 1,818 |
| 001-540-713 Totals | <u>13,078</u> | <u>10,705</u> | <u>11,815</u> | <u>11,933</u> |
| Court Administration Totals | <u>219,023</u> | <u>215,130</u> | <u>218,424</u> | <u>225,389</u> |

Leon County Fiscal Year 2020 Adopted Budget

State Attorney

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>110-532-602 State Attorney</u> | | | | |
| 51300 Other Salaries & Wages | 37,000 | 37,000 | 37,000 | 37,000 |
| 53500 Investigations | 0 | 5,400 | 5,400 | 5,400 |
| 54000 Travel & Per Diem | 1,347 | 2,000 | 2,000 | 2,000 |
| 54100 Communications | 5,000 | 7,000 | 7,000 | 7,000 |
| 54200 Postage | 15 | 0 | 0 | 0 |
| 54400 Rentals and Leases | 40 | 0 | 0 | 0 |
| 54600 Repairs and Maintenance | 1,051 | 5,700 | 5,700 | 5,700 |
| 54900 Other Current Charges & Obligations | 20,025 | 40,500 | 40,500 | 40,500 |
| 55200 Operating Supplies | 34,768 | 21,000 | 21,000 | 21,000 |
| 110-532-602 Totals | <u>99,247</u> | <u>118,600</u> | <u>118,600</u> | <u>118,600</u> |
| <u>110-532-713 State Attorney</u> | | | | |
| 54101 Communication - Phone System | 13,134 | 14,700 | 13,520 | 13,655 |
| 110-532-713 Totals | <u>13,134</u> | <u>14,700</u> | <u>13,520</u> | <u>13,655</u> |
| State Attorney Totals | <u>112,381</u> | <u>133,300</u> | <u>132,120</u> | <u>132,255</u> |

Leon County Fiscal Year 2020 Adopted Budget

Public Defender

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| 110-533-603 Public Defender | | | | |
| 51300 Other Salaries & Wages | 37,000 | 37,000 | 37,000 | 37,000 |
| 52200 Retirement Contribution | 729 | 0 | 0 | 0 |
| 53100 Professional Services | 0 | 10,438 | 10,438 | 10,438 |
| 53500 Investigations | 6,594 | 8,150 | 8,150 | 8,150 |
| 54100 Communications | 8,195 | 12,240 | 12,240 | 12,240 |
| 54200 Postage | 337 | 1,291 | 1,291 | 1,291 |
| 54400 Rentals and Leases | 9,692 | 13,640 | 13,640 | 13,640 |
| 54900 Other Current Charges & Obligations | 426 | 7,000 | 7,000 | 7,000 |
| 55100 Office Supplies | 210 | 0 | 0 | 0 |
| 55200 Operating Supplies | 44,213 | 28,766 | 28,766 | 28,766 |
| 110-533-603 Totals | <u>107,397</u> | <u>118,525</u> | <u>118,525</u> | <u>118,525</u> |
| 110-533-713 Public Defender | | | | |
| 54101 Communication - Phone System | 17,483 | 17,865 | 16,455 | 16,620 |
| 110-533-713 Totals | <u>17,483</u> | <u>17,865</u> | <u>16,455</u> | <u>16,620</u> |
| Public Defender Totals | <u>124,880</u> | <u>136,390</u> | <u>134,980</u> | <u>135,145</u> |

Leon County Fiscal Year 2020 Adopted Budget

Other Court-Related Programs

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 110-555-715 Legal Aid | | | | |
| 58224 Legal Services Of North Fl (801) | 257,500 | 259,914 | 259,914 | 134,914 |
| 110-555-715 Totals | <u>257,500</u> | <u>259,914</u> | <u>259,914</u> | <u>134,914</u> |
| 114-586-662 Court Administration - Teen Court | | | | |
| 51200 Regular Salaries and Wages | 65,411 | 37,754 | 39,489 | 40,674 |
| 52100 Fica Taxes | 4,435 | 2,945 | 3,234 | 3,326 |
| 52200 Retirement Contribution | 5,138 | 3,119 | 3,345 | 3,445 |
| 52300 Life & Health Insurance | 24,593 | 16,066 | 14,097 | 14,879 |
| 52400 Workers Compensation | 170 | 57 | 60 | 62 |
| 53400 Other Contractual Services | 2,092 | 2,300 | 2,300 | 2,300 |
| 54000 Travel & Per Diem | 704 | 1,325 | 1,325 | 1,325 |
| 54200 Postage | 129 | 250 | 250 | 250 |
| 54400 Rentals and Leases | 0 | 1,401 | 1,401 | 1,401 |
| 54700 Printing and Binding | 0 | 400 | 400 | 400 |
| 54900 Other Current Charges & Obligations | 0 | 750 | 750 | 750 |
| 55100 Office Supplies | 0 | 813 | 813 | 1,411 |
| 55200 Operating Supplies | 0 | 1,650 | 1,650 | 1,650 |
| 55400 Publications, Subscriptions & Membe | 0 | 200 | 200 | 200 |
| 55401 Training | 250 | 1,785 | 1,785 | 1,785 |
| 114-586-662 Totals | <u>102,921</u> | <u>70,815</u> | <u>71,099</u> | <u>73,858</u> |
| 117-509-569 Alternative Juvenile Programs | | | | |
| 51200 Regular Salaries and Wages | 59,498 | 61,085 | 62,918 | 64,806 |
| 51500 Special Pay | -20,788 | -21,896 | -20,372 | -20,984 |
| 52100 Fica Taxes | 4,434 | 4,673 | 4,813 | 4,958 |
| 52200 Retirement Contribution | 4,751 | 5,046 | 5,329 | 5,489 |
| 52300 Life & Health Insurance | 7,464 | 8,003 | 8,266 | 8,831 |
| 52400 Workers Compensation | 154 | 92 | 96 | 99 |
| 55200 Operating Supplies | 0 | 3,302 | 3,302 | 3,302 |
| 117-509-569 Totals | <u>55,513</u> | <u>60,305</u> | <u>64,352</u> | <u>66,501</u> |
| 117-546-714 Law Library | | | | |
| 56600 Books, Publications & Library Material | 0 | 53,105 | 51,490 | 51,775 |
| 117-546-714 Totals | <u>0</u> | <u>53,105</u> | <u>51,490</u> | <u>51,775</u> |
| 117-548-662 Judicial Programs/Article V | | | | |
| 51200 Regular Salaries and Wages | 54,663 | 134,031 | 139,967 | 144,166 |
| 51300 Other Salaries & Wages | 0 | 15,760 | 21,806 | 0 |
| 51500 Special Pay | -27,895 | -32,667 | -32,667 | -33,647 |
| 52100 Fica Taxes | 4,115 | 6,599 | 11,022 | 11,347 |
| 52200 Retirement Contribution | 4,424 | 6,783 | 14,852 | 15,298 |
| 52300 Life & Health Insurance | 4,156 | 16,345 | 26,627 | 28,291 |
| 52400 Workers Compensation | 126 | 119 | 195 | 201 |
| 55200 Operating Supplies | 993 | 5,759 | 5,758 | 5,758 |
| 117-548-662 Totals | <u>40,582</u> | <u>152,729</u> | <u>187,560</u> | <u>171,414</u> |
| 117-555-715 Legal Aid - Court | | | | |
| 58224 Legal Services Of North Fl (801) | 44,000 | 53,105 | 51,490 | 51,775 |
| 117-555-715 Totals | <u>44,000</u> | <u>53,105</u> | <u>51,490</u> | <u>51,775</u> |
| Other Court-Related Programs Totals | <u>500,516</u> | <u>649,973</u> | <u>685,905</u> | <u>550,237</u> |

Leon County Fiscal Year 2020 Adopted Budget

Guardian Ad Litem

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-547-685 Guardian Ad Litem</u> | | | | |
| 53400 Other Contractual Services | 4,985 | 4,918 | 5,214 | 5,214 |
| 54100 Communications | 12,167 | 13,824 | 14,296 | 14,296 |
| 54200 Postage | 1,765 | 1,200 | 1,200 | 1,200 |
| 001-547-685 Totals | <u>18,918</u> | <u>19,942</u> | <u>20,710</u> | <u>20,710</u> |
| <u>001-547-713 GAL Information Systems</u> | | | | |
| 54101 Communication - Phone System | 2,513 | 2,755 | 2,535 | 2,560 |
| 54102 DMS Centrex Billing | 59 | 15 | 180 | 182 |
| 001-547-713 Totals | <u>2,572</u> | <u>2,770</u> | <u>2,715</u> | <u>2,742</u> |
| Guardian Ad Litem Totals | <u>21,489</u> | <u>22,712</u> | <u>23,425</u> | <u>23,452</u> |

Leon County Fiscal Year 2020 Adopted Budget

Fire Control

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>145-838-522 Fire Services Payment</u> | | | | |
| 53400 Other Contractual Services | 2,308,886 | 7,554,132 | 7,852,738 | 7,930,401 |
| 145-838-522 Totals | <u>2,308,886</u> | <u>7,554,132</u> | <u>7,852,738</u> | <u>7,930,401</u> |
| <u>145-843-522 Volunteer Fire Department</u> | | | | |
| 54200 Postage | 659 | 0 | 0 | 0 |
| 54800 Promotional Activities | 287,175 | 482,479 | 482,479 | 482,479 |
| 145-843-522 Totals | <u>287,835</u> | <u>482,479</u> | <u>482,479</u> | <u>482,479</u> |
| Fire Control Totals | <u>2,596,721</u> | <u>8,036,611</u> | <u>8,335,217</u> | <u>8,412,880</u> |

Leon County Fiscal Year 2020 Adopted Budget

Other Non-Operating

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 001-114-512 PLACE - Economic Development | | | | |
| 54101 Communication - Phone System | 228 | 0 | 0 | 0 |
| 58100 Aids To Government Agencies | 306,346 | 304,755 | 77,000 | 0 |
| 001-114-512 Totals | <u>306,574</u> | <u>304,755</u> | <u>77,000</u> | <u>0</u> |
| 001-278-551 Summer Youth Employment | | | | |
| 51300 Other Salaries & Wages | 32,730 | 32,640 | 32,696 | 32,753 |
| 52100 Fica Taxes | 2,458 | 2,454 | 2,458 | 2,462 |
| 52400 Workers Compensation | 337 | 337 | 337 | 337 |
| 54200 Postage | 195 | 800 | 800 | 800 |
| 54700 Printing And Binding | 95 | 500 | 500 | 500 |
| 55200 Operating Supplies | 985 | 3,875 | 3,875 | 3,875 |
| 001-278-551 Totals | <u>36,800</u> | <u>40,606</u> | <u>40,666</u> | <u>40,727</u> |
| 001-402-515 Capital Regional Transportation Planning Agency | | | | |
| 51200 Regular Salaries And Wages | 19,075 | 0 | 0 | 0 |
| 52100 Fica Taxes | 1,442 | 0 | 0 | 0 |
| 52200 Retirement Contribution | 1,834 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 693 | 0 | 0 | 0 |
| 52400 Workers Compensation | 50 | 0 | 0 | 0 |
| 001-402-515 Totals | <u>23,093</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| 001-403-515 Blueprint 2000 | | | | |
| 51200 Regular Salaries And Wages | 459,996 | 480,801 | 312,504 | 321,687 |
| 51500 Special Pay | 0 | 6,400 | 5,400 | 5,400 |
| 52100 Fica Taxes | 29,883 | 32,027 | 22,641 | 23,189 |
| 52200 Retirement Contribution | 47,877 | 51,694 | 39,932 | 41,130 |
| 52300 Life & Health Insurance | 62,119 | 65,152 | 55,788 | 59,551 |
| 52400 Workers Compensation | 1,007 | 619 | 454 | 468 |
| 001-403-515 Totals | <u>600,882</u> | <u>636,693</u> | <u>436,719</u> | <u>451,425</u> |
| 001-820-519 Non-Operating General Fund | | | | |
| 52500 Unemployment Compensation | 0 | 50,000 | 50,000 | 50,000 |
| 53100 Professional Services | 75,470 | 140,834 | 210,741 | 162,689 |
| 53102 Mental Health & Alcohol | 3,465 | 7,500 | 7,500 | 7,500 |
| 53160 Bank Service Charges | 186,317 | 166,000 | 205,000 | 205,000 |
| 53200 Accounting And Auditing | 261,003 | 298,000 | 298,000 | 298,000 |
| 53400 Other Contractual Services | 3,495 | 0 | 0 | 0 |
| 54000 Travel & Per Diem | 0 | 5,000 | 5,000 | 5,000 |
| 54400 Rentals And Leases | 16,007 | 19,920 | 20,915 | 20,915 |
| 54900 Other Current Charges & Obligations | 129,701 | 68,520 | 68,519 | 68,519 |
| 54908 Other Current Charges & Obligations | 34,202 | 0 | 25,000 | 25,000 |
| 55400 Publications, Subscriptions & Membe | 69,733 | 25,000 | 79,712 | 78,913 |
| 58100 Aids To Government Agencies | 17,809 | 65,385 | 0 | 0 |
| 58200 Aids To Private Organizations | 44,801 | 31,000 | 31,000 | 31,000 |
| 585463 Housing Rehab | 7,810 | 0 | 0 | 0 |
| 001-820-519 Totals | <u>849,812</u> | <u>877,159</u> | <u>1,001,387</u> | <u>952,536</u> |
| 001-972-559 CRA-Payment | | | | |
| 54900 Other Current Charges & Obligations | 2,782,393 | 2,277,443 | 2,733,540 | 2,863,222 |
| 001-972-559 Totals | <u>2,782,393</u> | <u>2,277,443</u> | <u>2,733,540</u> | <u>2,863,222</u> |
| 110-620-689 Juvenile Detention Payment - State | | | | |
| 58100 Aids To Government Agencies | 1,079,656 | 900,000 | 1,567,768 | 1,614,801 |
| 110-620-689 Totals | <u>1,079,656</u> | <u>900,000</u> | <u>1,567,768</u> | <u>1,614,801</u> |

Leon County Fiscal Year 2020 Adopted Budget

Other Non-Operating

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>116-800-562 Drug Abuse</u> | | | | |
| 53400 Other Contractual Services | 82,505 | 87,068 | 80,750 | 84,835 |
| 116-800-562 Totals | <u>82,505</u> | <u>87,068</u> | <u>80,750</u> | <u>84,835</u> |
| <u>125-991-595 Grant Match Funds</u> | | | | |
| 54900 Other Current Charges & Obligations | 0 | 90,000 | 90,000 | 90,000 |
| 125-991-595 Totals | <u>0</u> | <u>90,000</u> | <u>90,000</u> | <u>90,000</u> |
| <u>131-529-519 800 Mhz System Maintenance</u> | | | | |
| 53400 Other Contractual Services | 626,824 | 700,061 | 619,626 | 638,215 |
| 54900 Other Current Charges & Obligations | 676,936 | 672,523 | 884,685 | 911,226 |
| 56400 Machinery And Equipment | 347,100 | 137,309 | 137,509 | 137,509 |
| 131-529-519 Totals | <u>1,650,860</u> | <u>1,509,893</u> | <u>1,641,820</u> | <u>1,686,950</u> |
| <u>140-838-572 Payment to City- Parks & Recreation</u> | | | | |
| 53400 Other Contractual Services | 1,327,749 | 1,384,178 | 1,443,005 | 1,504,334 |
| 140-838-572 Totals | <u>1,327,749</u> | <u>1,384,178</u> | <u>1,443,005</u> | <u>1,504,334</u> |
| <u>164-838-535 Sewer Services Killearn Lakes Units I and II</u> | | | | |
| 58100 Aids To Government Agencies | 220,495 | 232,500 | 232,500 | 232,500 |
| 164-838-535 Totals | <u>220,495</u> | <u>232,500</u> | <u>232,500</u> | <u>232,500</u> |
| Other Non-Operating Totals | <u>8,960,820</u> | <u>8,340,295</u> | <u>9,345,155</u> | <u>9,521,330</u> |

Leon County Fiscal Year 2020 Adopted Budget

Risk Financing & Workers Comp

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| 501-821-596 Workers' Comp Risk Management | | | | |
| 54502 A D & D Law Enforcement | 24,435 | 25,818 | 26,578 | 26,844 |
| 54503 Public Official Liability | 307,779 | 339,400 | 354,400 | 357,944 |
| 54504 Bonds | 100 | 3,000 | 3,000 | 3,030 |
| 54505 Vehicle Coverage | 201,118 | 205,100 | 223,400 | 225,634 |
| 54506 Property Insurance | 715,159 | 747,050 | 688,000 | 694,825 |
| 54507 Aviation Insurance | 44,051 | 44,900 | 46,500 | 46,965 |
| 54508 VFD - G/L Property, Equipment | 39,927 | 40,700 | 40,200 | 40,602 |
| 54509 Excess Deposit Premium | 174,133 | 196,900 | 230,000 | 232,300 |
| 54510 Service Fee | 55,875 | 57,000 | 58,700 | 59,287 |
| 54513 State Assessment | 56,357 | 56,500 | 57,500 | 58,075 |
| 54514 Workers Comp Claims | 1,723,953 | 1,200,000 | 1,600,000 | 1,616,000 |
| 54515 At Fault Vehicle Repair Claims | 25,587 | 30,000 | 30,000 | 30,300 |
| 54516 General Liability Claims | 32,034 | 110,000 | 110,000 | 110,000 |
| 54600 Repairs and Maintenance | 7,598 | 40,000 | 40,000 | 40,000 |
| 54900 Other Current Charges & Obligations | 11,521 | 30,000 | 30,000 | 30,000 |
| 501-821-596 Totals | <u>3,419,628</u> | <u>3,126,368</u> | <u>3,538,278</u> | <u>3,571,806</u> |
| Risk Financing & Workers Comp Totals | <u>3,419,628</u> | <u>3,126,368</u> | <u>3,538,278</u> | <u>3,571,806</u> |

Leon County Fiscal Year 2020 Adopted Budget

Communications

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>001-470-519 MIS Automation - General Fund</u> | | | | |
| 54110 Com-net Communications | 162,120 | 158,840 | 0 | 186,709 |
| 54600 Repairs and Maintenance | 102,175 | 92,652 | 0 | 113,973 |
| 001-470-519 Totals | <u>264,295</u> | <u>251,492</u> | <u>0</u> | <u>300,682</u> |
| <u>060-470-513 MIS Automation-SOE</u> | | | | |
| 54600 Repairs and Maintenance | 15,440 | 15,381 | 28,094 | 28,375 |
| 060-470-513 Totals | <u>15,440</u> | <u>15,381</u> | <u>28,094</u> | <u>28,375</u> |
| <u>106-470-541 MIS Automation - Transportation Trust</u> | | | | |
| 54110 Com-net Communications | 12,880 | 13,320 | 0 | 13,150 |
| 54600 Repairs and Maintenance | 6,860 | 6,835 | 0 | 8,227 |
| 106-470-541 Totals | <u>19,740</u> | <u>20,155</u> | <u>0</u> | <u>21,377</u> |
| <u>110-470-602 MIS Automation - State Attorney</u> | | | | |
| 54110 Com-net Communications | 14,560 | 15,320 | 18,365 | 18,456 |
| 54600 Repairs and Maintenance | 9,620 | 9,585 | 12,177 | 12,299 |
| 110-470-602 Totals | <u>24,180</u> | <u>24,905</u> | <u>30,542</u> | <u>30,755</u> |
| <u>110-470-603 MIS Automation - Public Defender</u> | | | | |
| 54110 Com-net Communications | 22,120 | 23,200 | 27,505 | 27,644 |
| 54600 Repairs and Maintenance | 19,765 | 19,690 | 23,068 | 23,299 |
| 110-470-603 Totals | <u>41,885</u> | <u>42,890</u> | <u>50,573</u> | <u>50,943</u> |
| <u>111-470-523 MIS Automation - Probation Services</u> | | | | |
| 54110 Com-net Communications | 6,770 | 7,110 | 0 | 8,467 |
| 54600 Repairs and Maintenance | 5,145 | 5,126 | 0 | 6,496 |
| 111-470-523 Totals | <u>11,915</u> | <u>12,236</u> | <u>0</u> | <u>14,963</u> |
| <u>120-470-524 MIS Automation - Building Inspection</u> | | | | |
| 54110 Com-net Communications | 1,950 | 2,040 | 0 | 2,703 |
| 54600 Repairs and Maintenance | 820 | 818 | 943 | 952 |
| 120-470-524 Totals | <u>2,770</u> | <u>2,858</u> | <u>943</u> | <u>3,655</u> |
| <u>121-470-537 MIS Automation - Growth Management</u> | | | | |
| 54110 Com-net Communications | 7,330 | 7,660 | 0 | 10,186 |
| 54600 Repairs and Maintenance | 7,455 | 7,431 | 0 | 8,661 |
| 121-470-537 Totals | <u>14,785</u> | <u>15,091</u> | <u>0</u> | <u>18,847</u> |
| <u>123-470-538 MIS Automation - Stormwater</u> | | | | |
| 54600 Repairs and Maintenance | 75 | 100 | 86 | 87 |
| 123-470-538 Totals | <u>75</u> | <u>100</u> | <u>86</u> | <u>87</u> |
| <u>135-470-526 MIS Automation - EMS Fund</u> | | | | |
| 54110 Com-net Communications | 9,190 | 9,670 | 0 | 11,643 |
| 54600 Repairs and Maintenance | 3,955 | 4,383 | 0 | 5,283 |
| 135-470-526 Totals | <u>13,145</u> | <u>14,053</u> | <u>0</u> | <u>16,926</u> |
| <u>140-470-562 MIS Automation - Animal Control</u> | | | | |
| 54110 Com-net Communications | 792 | 825 | 0 | 991 |
| 54600 Repairs and Maintenance | 2,090 | 2,898 | 0 | 2,425 |
| 140-470-562 Totals | <u>2,882</u> | <u>3,723</u> | <u>0</u> | <u>3,416</u> |
| <u>140-470-572 MIS Automation - Parks and Recreation</u> | | | | |
| 54110 Com-net Communications | 3,030 | 2,365 | 0 | 2,849 |

Leon County Fiscal Year 2020 Adopted Budget

Communications

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>140-470-572 MIS Automation - Parks and Recreation</u> | | | | |
| 54600 Repairs and Maintenance | 820 | 820 | 0 | 952 |
| 140-470-572 Totals | <u>3,850</u> | <u>3,185</u> | <u>0</u> | <u>3,801</u> |
| <u>160-470-552 MIS Automation - Tourism Development</u> | | | | |
| 54110 Com-net Communications | 8,560 | 8,650 | 4,735 | 4,759 |
| 54600 Repairs and Maintenance | 2,610 | 2,600 | 3,087 | 3,118 |
| 160-470-552 Totals | <u>11,170</u> | <u>11,250</u> | <u>7,822</u> | <u>7,877</u> |
| <u>401-470-534 MIS Automation - Solid Waste Fund</u> | | | | |
| 54110 Com-net Communications | 19,480 | 20,700 | 0 | 21,401 |
| 54600 Repairs and Maintenance | 3,360 | 3,344 | 0 | 3,984 |
| 401-470-534 Totals | <u>22,840</u> | <u>24,044</u> | <u>0</u> | <u>25,385</u> |
| <u>501-470-513 MIS Automation-Risk Fund</u> | | | | |
| 54600 Repairs and Maintenance | 0 | 223 | 257 | 260 |
| 501-470-513 Totals | <u>0</u> | <u>223</u> | <u>257</u> | <u>260</u> |
| <u>502-900-590 Communications Trust</u> | | | | |
| 54100 Communications | 9,434 | 0 | 0 | 0 |
| 54101 Communication - Phone System | 197,476 | 316,380 | 273,996 | 276,736 |
| 54102 DMS Centrex Billing | 47,058 | 6,450 | 61,775 | 62,392 |
| 54110 Com-net Communications | 351,963 | 394,933 | 425,694 | 429,951 |
| 54400 Rentals and Leases | 0 | 256,859 | 274,004 | 276,742 |
| 54600 Repairs and Maintenance | 146,241 | 279,000 | 321,699 | 324,916 |
| 502-900-590 Totals | <u>752,172</u> | <u>1,253,622</u> | <u>1,357,168</u> | <u>1,370,737</u> |
| <u>505-470-519 MIS Automation - Motor Pool Fund</u> | | | | |
| 54110 Com-net Communications | 590 | 620 | 740 | 744 |
| 54600 Repairs and Maintenance | 1,120 | 1,264 | 1,458 | 1,473 |
| 505-470-519 Totals | <u>1,710</u> | <u>1,884</u> | <u>2,198</u> | <u>2,217</u> |
| Communications Totals | <u>1,202,854</u> | <u>1,697,092</u> | <u>1,477,683</u> | <u>1,900,303</u> |

Leon County Fiscal Year 2020 Adopted Budget

Emergency Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|--|-------------------|--------------------|----------------------|----------------------|
| <u>125-864-525 Emergency Management</u> | | | | |
| 53400 Other Contractual Services | 11,565 | 14,500 | 14,500 | 14,500 |
| 54000 Travel & Per Diem | 7,352 | 24,298 | 24,298 | 24,298 |
| 54100 Communications | 3,939 | 3,648 | 15,648 | 15,648 |
| 54101 Communication - Phone System | 0 | 0 | 1,800 | 1,818 |
| 54102 DMS Centrex Billing | 0 | 1,105 | 1,055 | 1,066 |
| 54200 Postage | 20 | 150 | 150 | 150 |
| 54400 Rentals and Leases | 147 | 6,755 | 7,090 | 7,090 |
| 54500 Insurance | 3,200 | 3,200 | 3,200 | 3,200 |
| 54505 Vehicle Coverage | 27 | 631 | 310 | 310 |
| 54600 Repairs and Maintenance | 0 | 8,895 | 8,895 | 8,895 |
| 54601 Vehicle Repair | 0 | 2,385 | 2,456 | 2,456 |
| 54700 Printing and Binding | 320 | 10,000 | 5,000 | 5,000 |
| 54800 Promotional Activities | 9,126 | 5,000 | 12,665 | 12,665 |
| 54900 Other Current Charges & Obligations | 539 | 2,000 | 3,000 | 3,000 |
| 55100 Office Supplies | 145 | 2,500 | 1,294 | 1,294 |
| 55200 Operating Supplies | 5,560 | 5,800 | 6,300 | 6,300 |
| 55210 Fuel & Oil | 917 | 5,984 | 480 | 480 |
| 55400 Publications, Subscriptions & Memberships | 1,224 | 3,080 | 3,080 | 3,080 |
| 55401 Training | 1,570 | 11,000 | 10,000 | 10,000 |
| 56400 Machinery and Equipment | 0 | 10,224 | 0 | 0 |
| 125-864-525 Totals | 45,650 | 121,155 | 121,221 | 121,250 |
| <u>125-952001-525 Emergency Mgmt.-(EMPG) Base Grant-Federal</u> | | | | |
| 51200 Regular Salaries and Wages | 52,524 | 0 | 0 | 0 |
| 52100 Fica Taxes | 3,647 | 0 | 0 | 0 |
| 52200 Retirement Contribution | 4,101 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 15,538 | 0 | 0 | 0 |
| 52400 Workers Compensation | 137 | 0 | 0 | 0 |
| 125-952001-525 Totals | 75,946 | 0 | 0 | 0 |
| <u>125-952002-525 Emergency Mgmt.-(EMPA) Base Grant-State</u> | | | | |
| 51200 Regular Salaries and Wages | 77,974 | 0 | 0 | 0 |
| 52100 Fica Taxes | 5,599 | 0 | 0 | 0 |
| 52200 Retirement Contribution | 6,131 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 15,834 | 0 | 0 | 0 |
| 52400 Workers Compensation | 203 | 0 | 0 | 0 |
| 125-952002-525 Totals | 105,741 | 0 | 0 | 0 |
| <u>125-952005-525 EM-EMPG Federal Grant</u> | | | | |
| 51200 Regular Salaries and Wages | 6,851 | 0 | 0 | 0 |
| 52100 Fica Taxes | 470 | 0 | 0 | 0 |
| 52200 Retirement Contribution | 554 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 2,286 | 0 | 0 | 0 |
| 52400 Workers Compensation | 18 | 0 | 0 | 0 |
| 125-952005-525 Totals | 10,179 | 0 | 0 | 0 |
| <u>125-952006-525 EMPA-Base Grant-State</u> | | | | |
| 51200 Regular Salaries and Wages | 10,171 | 0 | 0 | 0 |
| 52100 Fica Taxes | 725 | 0 | 0 | 0 |
| 52200 Retirement Contribution | 828 | 0 | 0 | 0 |
| 52300 Life & Health Insurance | 2,346 | 0 | 0 | 0 |
| 52400 Workers Compensation | 26 | 0 | 0 | 0 |
| 125-952006-525 Totals | 14,096 | 0 | 0 | 0 |
| <u>125-952008-525 EMPA-Base Grant-State</u> | | | | |
| 51200 Regular Salaries and Wages | 0 | 0 | 92,154 | 94,919 |
| 51500 Special Pay | 0 | 0 | 1,700 | 1,700 |
| 52100 Fica Taxes | 0 | 0 | 7,148 | 7,359 |
| 52200 Retirement Contribution | 0 | 0 | 7,805 | 8,040 |

Leon County Fiscal Year 2020 Adopted Budget

Emergency Management

| Organizational Code / Account | FY 2018 Actual | FY 2019 Adopted | FY 2020 Tentative | FY 2021 Projected |
|---|-------------------|--------------------|----------------------|----------------------|
| <u>125-952008-525 EMPA-Base Grant-State</u> | | | | |
| 52300 Life & Health Insurance | 0 | 0 | 21,371 | 22,739 |
| 52400 Workers Compensation | 0 | 0 | 141 | 145 |
| 125-952008-525 Totals | 0 | 0 | 130,319 | 134,902 |
| <u>125-952009-525 EMPG Federal Grant</u> | | | | |
| 51200 Regular Salaries and Wages | 0 | 0 | 62,196 | 64,062 |
| 51500 Special Pay | 0 | 0 | 1,200 | 1,200 |
| 52100 Fica Taxes | 0 | 0 | 4,855 | 4,998 |
| 52200 Retirement Contribution | 0 | 0 | 5,268 | 5,426 |
| 52300 Life & Health Insurance | 0 | 0 | 21,060 | 22,418 |
| 52400 Workers Compensation | 0 | 0 | 95 | 98 |
| 125-952009-525 Totals | 0 | 0 | 94,674 | 98,202 |
| <u>130-180-525 Enhanced E-911-Administration</u> | | | | |
| 51200 Regular Salaries and Wages | 268,274 | 274,851 | 271,701 | 278,321 |
| 51400 Overtime | 14 | 0 | 0 | 0 |
| 51500 Special Pay | 0 | 0 | 1,300 | 1,300 |
| 52100 Fica Taxes | 19,577 | 21,879 | 21,361 | 21,868 |
| 52200 Retirement Contribution | 20,724 | 22,702 | 23,013 | 23,575 |
| 52300 Life & Health Insurance | 35,069 | 43,274 | 57,997 | 61,449 |
| 52400 Workers Compensation | 698 | 414 | 415 | 426 |
| 53400 Other Contractual Services | 86,277 | 629,997 | 624,107 | 626,607 |
| 54000 Travel & Per Diem | 4,933 | 26,410 | 26,410 | 26,410 |
| 54100 Communications | 148,420 | 18,684 | 18,684 | 18,684 |
| 54110 Com-net Communications | 39,245 | 0 | 0 | 0 |
| 54200 Postage | 41 | 20 | 20 | 20 |
| 54400 Rentals and Leases | 0 | 4,800 | 4,800 | 4,800 |
| 54505 Vehicle Coverage | 0 | 0 | 310 | 313 |
| 54541 Insurance / Auto | 0 | 1,800 | 0 | 0 |
| 54542 Insurance / Professional Liability | 0 | 1,155 | 1,155 | 1,155 |
| 54600 Repairs and Maintenance | 341,365 | 87,300 | 79,234 | 79,234 |
| 54610 Repairs and Maintenance-Fleet | 0 | 500 | 500 | 500 |
| 54644 Repair and Maintenance / Office Equipment | 6,732 | 0 | 0 | 0 |
| 54700 Printing and Binding | 0 | 500 | 500 | 500 |
| 54900 Other Current Charges & Obligations | 0 | 30,000 | 18,666 | 30,000 |
| 55100 Office Supplies | 2,850 | 4,200 | 4,200 | 4,200 |
| 55200 Operating Supplies | 1,267 | 5,770 | 5,770 | 5,770 |
| 55400 Publications, Subscriptions & Memberships | 548 | 685 | 685 | 685 |
| 55401 Training | 5,842 | 34,343 | 34,343 | 34,343 |
| 59990 Budgeted Contingency | 0 | 14,546 | 0 | 10,862 |
| 130-180-525 Totals | 981,875 | 1,223,830 | 1,195,171 | 1,231,022 |
| <u>130-470-525 MIS Automation</u> | | | | |
| 54110 Com-net Communications | 0 | 5,140 | 6,160 | 6,191 |
| 54600 Repairs and Maintenance | 0 | 9,585 | 11,834 | 11,952 |
| 130-470-525 Totals | 0 | 14,725 | 17,994 | 18,143 |
| <u>130-495-525 Insurance for E-911</u> | | | | |
| 54500 Insurance | 0 | 2,235 | 2,235 | 2,235 |
| 130-495-525 Totals | 0 | 2,235 | 2,235 | 2,235 |
| Emergency Management Totals | 1,233,488 | 1,361,945 | 1,561,614 | 1,605,754 |