



# TENTATIVE ANNUAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM



**FY 2022/2023**  
LEON COUNTY, FL



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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From left to right) District 3 Commissioner Rick Minor, District 4 Commissioner Brian Welch, District 1 **Chairman** Bill Proctor, At-Large **Vice-Chairman** Nick Maddox, District 5 Commissioner Kristin Dozier, and At-Large Commissioner Carolyn Cummings.

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

[www.leoncountyfl.gov](http://www.leoncountyfl.gov)

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## »» Introduction

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### **Bill Proctor, Chairman, District 1**



Commissioner Proctor represents the citizens of Leon County District 1 which includes the central city and southside areas. Commissioner Proctor is the current Chairman and also 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.

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### **Nick Maddox, Vice-Chairman, 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 Seminole 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

## »» Introduction

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### (Vacant), District 2

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### Brian Welch, District 4



Brian Welch was elected to the Leon County Commission in November of 2020 to represent the residents of Northeast Leon County in District 4. Brian's priorities are to protect the quality of life and property values of our NE neighborhoods. To provide adequate recreational and transportation infrastructure to the growing NE community, while also protecting our environment and keeping our communities safe. Brian is a member of Leadership Tallahassee, Class 36 as well as serving on the board of the Foundation for Leon County Schools and the Centerville Conservation Community homeowners association from 2017-2020. Brian has lived in NE Tallahassee since 1997 and has been a Social Studies teacher at Chiles High School since 2007. A diehard Timberwolf, Brian has served in many roles during his tenure at Chiles, including as the "Voice of the Timberwolves" football team, Key Club sponsor, Youth Leadership Tallahassee coordinator, Business Advisory Council coordinator and Vice President and Founding member of the Chiles High School Foundation. At Chiles, Brian has had the opportunity to lead many community service endeavors, including the March of Dimes men-in-labor program, the annual Wolf

Dash 5k and numerous canned food drives benefitting Second Harvest. Brian has had the pleasure of travelling the world with his students, leading six international educational tours, including trips to France, Italy, England, Ireland, Scotland, Wales, Australia and New Zealand, among others. Brian received an Associate's degree from Tallahassee Community College in 1999. He received a Bachelor's degree in Political Science from the Florida State University in 2001, followed by a Master's degree in the renowned Applied American Politics and Policy (MAPP) program at FSU in 2003. Brian subsequently received an additional Master's degree in Educational Leadership from the University of West Florida in 2016. Brian is supported by his wonderful wife Kim, who he met while working at the Killlearn Country Club in 1998. Brian and Kim were married on the old North course tee box in 2003. They have three beautiful children, Chloe, Cameron and Carter, who all attend the amazing public schools in the NE.

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### 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's 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.

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### **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, she was selected by her fellow Commissioners to serve as Chairman of the Board of County Commissioners for 2013-14. Prior to her election, Kristin spent eleven years at Mad Dog Construction holding numerous positions including Green Building Advisor and Vice President. Kristin holds an Associate's degree from Tallahassee Community College, a Bachelor's degree in Religion and a Master's degree in Religious Ethics and Philosophy, both from Florida State University (FSU). She completed coursework in a Ph.D. program focused on Comparative Religious Ethics, Catholic Moral Theology, and Human Rights Ethics. For three and a half years, she also taught an undergraduate course in Religious Ethics at FSU.

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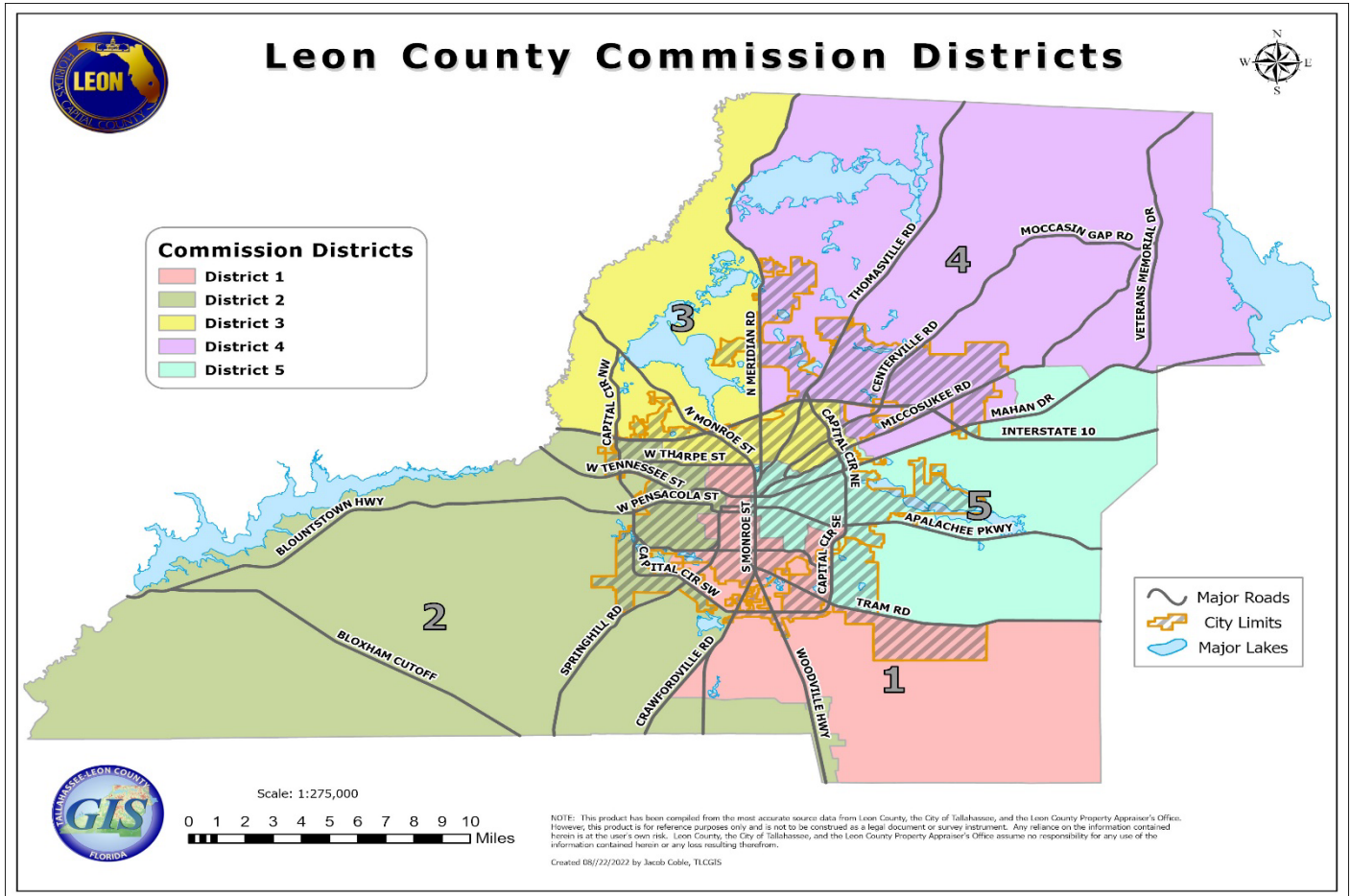
### **Carolyn D. Cummings Esq., At-Large**



Commissioner Carolyn D. Cummings has served the citizens of Leon County since 2020. Carolyn was elected to the Board of County Commissioners on November 3, 2020. A native of Mississippi, she received her undergraduate degree from Alcorn State University, performed graduate studies at the University of Southern Mississippi and Laney College and she received her Juris Doctorate from the University of Florida Law School. A Leon County resident for over thirty years, she has been a practicing attorney in the public and private sectors, including the State of Florida Department of Labor and Employment Security as Assistant General Counsel, Legal Advisor to the State Retirement Commission, and Senior Attorney at the Florida Department of Administration. She was a partner in the law firm of Cummings & Hobbs, P.A. for over thirteen years and is now the owner of Carolyn Cummings, P.A. where she practices primarily in the areas of family law and probate. As an undergraduate, she became committed to public service through her membership in Delta Epsilon Chapter of Delta Sigma Theta Sorority, Inc. She has been and is currently

actively involved in many community organizations that are designed to enhance the quality of life for all citizens, including the National Association of University Women, where she currently serves as president, the Senior Citizens Center Advisory Foundation and the Lincoln Center Foundation. She provides free legal services to Senior Citizens through her affiliation with both organizations and she has provided pro bono services to indigent clients through the local Legal Aid Foundation. Carolyn is a member of several professional organizations including, the Tallahassee Barristers Bar Association of which she is a Past President and Past Vice-President, Tallahassee Bar Association, Tallahassee Women Lawyers Association, and the Florida Bar Association. She has served as Past President and current Board Member of Legal Services of North Florida, Inc. for over (25) twenty-five years and through the Thunderdome Project she has mentored young lawyers in the family law area. She has been recognized by the Florida Supreme Court for her level of free legal services provided to senior and low-income citizens. Carolyn is a Life Member of the National Association for the Advancement of Colored People (NAACP) and a member of the Tallahassee Branch of the NAACP. She is a member of the Tallahassee Chapter of Jack and Jill of America, Inc., a Board Member of the Bethel Empowerment Foundation, and the current President of the Tallahassee Area Coalition Center of Excellence Advisory Board. She is also a Golden Life Member of Delta Sigma Theta Sorority, Inc. and a local member of the Tallahassee Alumnae Chapter. Carolyn has been a member of Bethel Missionary Baptist Church, Tallahassee, Florida for over thirty-five year where she serves as the Church Attorney, Sunday school teacher and choir member. She is the proud Mother of one son, Dr. Terrell Cummings, a 2004 graduate from the Rickards High School International Baccalaureate Program, a 2009 graduate of the University of Florida in Biochemistry and a 2013 Harvard Medical School graduate. He is presently a practicing anesthesiologist in Arlington, Texas.

# »» Introduction



## LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 295,921 people, with 97,550 living in the unincorporated area of the County and 198,371 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.

## »» Introduction



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, 2021**.

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 32<sup>nd</sup> consecutive year.

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## »» Introduction

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**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

Roshaunda Bradley  
Budget Manager

Eryn Calabro  
Principal Management & Budget Analyst

Jelani Marks  
Senior Management & Budget Analyst

Michelle Tipton  
Senior Management & Budget Analyst

Miranda Hernandez  
Management & Budget Analyst

Amy McClure  
Management Analyst

*The Leon County Office of Management and 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.

**PEOPLE FOCUSED. PERFORMANCE DRIVEN.**





# 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



Chasity H. O'Steen



Vincent S. Long

County Attorney

County Administrator



Wanda Hunter



Mathieu Cavell



Alan Rosenzweig

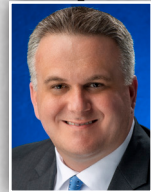
Deputy County Administrator



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



Pamela Monroe  
Director



Teresa Broxton  
Director



Shington Lamy  
Director



Chad Abrams  
Chief



Kevin Peters  
Director



Kianna Gilley  
Manager



Michelle Taylor  
Chief Information Officer



Scott Ross  
Director



Maggie Theriot  
Director



Barry Wilcox  
Director



Ben Pingree  
Director



Brent Pell  
Director



Kerri Post  
Director

<p><b>Library Services</b></p> <ul style="list-style-type: none"> <li>» Branch Libraries</li> <li>» Ask a Librarian and Reference</li> <li>» Community Programming</li> <li>» Learning Resources</li> <li>» Technology and Media</li> </ul>	<p><b>Office of Intervention and Detention Alternatives</b></p> <ul style="list-style-type: none"> <li>» Probation</li> <li>» Supervised Pretrial Release</li> <li>» Drug and Alcohol Testing</li> <li>» PSCC</li> <li>» Liaison - Judiciary, State Attorney, Public Defender, Law Enforcement</li> </ul>	<p><b>Office of Human Services and Community Partnerships</b></p> <ul style="list-style-type: none"> <li>» Housing Services</li> <li>» Human Services</li> <li>» Primary Healthcare</li> <li>» Veteran Services</li> <li>» CHSP</li> </ul>	<p><b>Office of Public Safety</b></p> <ul style="list-style-type: none"> <li>» Emergency Medical Services</li> <li>» Consolidated Dispatch Agency</li> <li>» Animal Control</li> </ul>	<p><b>Emergency Management</b></p> <ul style="list-style-type: none"> <li>» Disaster Preparedness and Response</li> <li>» 9-1-1 Operations</li> <li>» Disaster Plan Review</li> <li>» Emergency Exercises and Trainings</li> </ul>	<p><b>Community and Media Relations</b></p> <ul style="list-style-type: none"> <li>» Community Relations</li> <li>» Media Engagement</li> <li>» Social Media Strategy</li> <li>» Crisis Communications</li> <li>» Disaster Resiliency</li> </ul>	<p><b>Volunteer Services</b></p> <ul style="list-style-type: none"> <li>» Volunteer Management</li> <li>» Big Bend COAD</li> <li>» Internships</li> <li>» Library Volunteer Program</li> </ul>	<p><b>Office of Information and Technology</b></p> <ul style="list-style-type: none"> <li>» Management Information Services</li> <li>» Geographical Information Systems</li> </ul>	<p><b>Office of Financial Stewardship</b></p> <ul style="list-style-type: none"> <li>» OMB</li> <li>» Risk Management</li> <li>» Purchasing</li> <li>» Real Estate Management</li> </ul>	<p><b>Office of Resource Stewardship</b></p> <ul style="list-style-type: none"> <li>» Sustainability <ul style="list-style-type: none"> <li>• Recycling</li> </ul> </li> <li>» Parks and Recreation <ul style="list-style-type: none"> <li>• Community Centers</li> </ul> </li> <li>» Facilities Management</li> <li>» Solid Waste</li> <li>» Cooperative Extension</li> </ul>	<p><b>Development Support and Environmental Mgmt.</b></p> <ul style="list-style-type: none"> <li>» Environmental Services <ul style="list-style-type: none"> <li>• Petroleum Storage Tanks</li> </ul> </li> <li>» Development Services</li> <li>» Building Plans Review and Inspection</li> <li>» Permit/Code Services</li> </ul>	<p><b>Department of P.L.A.C.E.</b> (Planning, Land Management and Community Enhancement)</p> <ul style="list-style-type: none"> <li>» Planning</li> <li>» Blueprint</li> <li>» Office of Economic Vitality</li> <li>» MWSBE</li> </ul>	<p><b>Public Works</b></p> <ul style="list-style-type: none"> <li>» Operations <ul style="list-style-type: none"> <li>• Mosquito Control</li> </ul> </li> <li>» Engineering Services <ul style="list-style-type: none"> <li>• Construction Management</li> </ul> </li> <li>» Fleet Management</li> </ul>	<p><b>Tourism</b></p> <ul style="list-style-type: none"> <li>» Destination Marketing</li> <li>» Sports Tourism</li> <li>» Signature Event Grants</li> <li>» Amphitheater Concert Series</li> <li>» Culture and Arts</li> </ul>
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# Leon County

## Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301  
(850) 606-5300 [www.leoncountyfl.gov](http://www.leoncountyfl.gov)

### Commissioners

BILL PROCTOR  
District 1  
Chairman

NICK MADDOX  
At-Large  
Vice Chairman

VACANT  
District 2

RICK MINOR  
District 3

BRIAN WELCH  
District 4

KRISTIN DOZIER  
District 5

CAROLYN D. CUMMINGS  
At-Large

VINCENT S. LONG  
County Administrator

CHASITY H. O'STEEN  
County Attorney

September 1, 2022

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 2022/2023 Tentative Budget. The Tentative Budget of \$317,904,222 represents an 8.1% increase from last fiscal year. The development of the FY 2022/2023 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the eleventh 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. These practices prepared the County for the development of the FY 2022/2023 budget in an economic environment still recovering from COVID 19.

In developing the annual budget, Leon County recognizes that budgeting is not only a year-round process, but an ongoing multi-year process that reflects the Board's longer term fiscal policies and priorities for the community, and requires necessary decision making through the annual budget adoption process. Each budget is interdependent on prior actions and influences the future financial condition of the County. Using this type of multi-year strategy places the County in a position to address unforeseen circumstances related to the economy and other external factors that may influence service delivery.

Because of this continuous focus on rigorous fiscal planning, Leon County has been able to perennially provide high quality essential services and make responsible investments in infrastructure, while keeping our tax burden among the lowest for citizens. Even as the COVID 19 pandemic presented unprecedented challenges to our limited resources over the past two fiscal years, Leon County's fiscal discipline and know-how resulted in national recognition for fiscal stability and our organizational capacity to leverage Federal funding for the benefit of the community.

During this crisis the Federal Government acted unlike any other time since the Great Depression to provide economic relief to the individuals, businesses, and state and local governments affected by the pandemic. Leon County received \$62.2 million through the "Coronavirus Aid, Relief and Economic Security (CARES)" act and \$57 million from the American Rescue Plan Act (ARPA). The quick and successful implementation of these programs positioned the County to receive additional funding from the Florida Housing Finance Corporation, which allowed the County to aid thousands of more individuals, families, and local businesses in the community.

Additionally, ARPA is the first funding provided by the Federal Government that allows local governments to use Federal funding to replace revenues loss because of the pandemic. Accordingly, as part of the FY 2021/2022 budget process, the Board approved a multi-year ARPA expenditure plan. The expenditure plan allocated \$25.5 million in ARPA revenue replacement to mitigate revenue losses incurred by the County due to the pandemic. Consistent with the approved ARPA expenditure plan, the FY 2022/2023 Tentative Budget allocates funds to maintain a balanced operating and capital budget.

While the economy is recovering more quickly than after the Great Recession, a full recovery is not anticipated until 2023. Additionally, the sudden and persistent rise in inflation has added additional stresses to local government expenses, especially related to the cost of fuel supporting the County fleet, supplies for road and parks repair and maintenance, and most significantly the increased cost of bids for construction projects.

Even with these challenges, due to the long-term fiscal planning by the County the Tentative Budget continues to maintain essential services and the community's infrastructure. The major elements and strategies of the FY 2023 Tentative Budget include:

- No increase in the Countywide property tax rate.
- No increase in the EMS property tax rate.
- No increase to the stormwater non-ad valorem assessment.
- No increase to the solid waste non-ad valorem assessment.
- No increase to the fire non-ad valorem assessment.
- Reduced use of fund balances.
- Restoration of reserves after they were drawn down during COVID.
- Implementation of a new County pay plan that ensures minimum pay of at least \$15 an hour.
- New costs savings and avoidances of \$3.39 million.
- One new 24/7 EMS crew to maintain response times and address increased demand for calls for service.
- Support for all Constitutional Officer budget requests.
- The use of \$8.91 million in ARPA revenue loss replacement funding to augment the FY 2023 budget by:
  - Providing \$2.75 million to fund the operating budget thereby eliminating the reliance on fund balance and rebuilding reserves.
  - Using \$6.16 million to ensure adequate funding of the existing maintenance capital program, including continued funding for the capital components of the Essential Library Initiative.

Even with the impacts of the COVID 19 pandemic, the FY 2022/2023 budget process continues to follow the County's strategic framework of aligning the optimized resources of the County to address the highest priorities of the County. As such, the FY 2022/2023 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request which included the implementation of a new pay plan which will accomplish competitive pay adjustments between Detention and Law Enforcement as well as increase the starting pay for sworn staff to \$50,000.

The FY 2022/2023 budget also reflects the first year of the FY 2022 - 2026 Strategic Plan and prioritizes the Plan's Strategic Initiatives, as well as the addition of 5 Year Targets and Bold Goals. As such, the

Tentative Budget aligns department and division resources with Plan priorities ranging from: continued funding for sewer projects, the construction of sidewalks and trails, increasing the number of electric vehicles in the County's fleet, and offering 100% online permitting for licensed contractors, engineers, and architects. Additionally, the Tentative Budget supports Board approved Strategic Initiatives by:

- Establishing a dedicated four-person litter debris removal crew.
- To address food insecurity, funding is included to leverage partnerships with Second Harvest by increasing access to mobile food and creates a new County position focused on working closely with local non-profits to further engage and educate targeted neighborhoods.
- Providing \$1.0 million in capital funding to support the Essential Libraries Initiative. Including the \$400,000 budgeted last year, \$2.6 million has been allocated to fund the transformation of the Main Library through FY 2027.
- Establishing a dedicated Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill.

As in previous years, Leon County's FY 2022/2023 Tentative 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.

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 recovering economy and throughout this era of unprecedented challenges and fiscal constraints caused by the COVID 19 pandemic. 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.

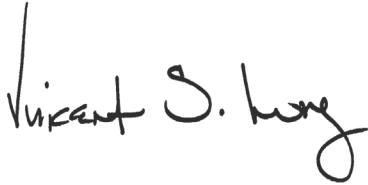
The County's strong financial foundation was established over many previous budget cycles with budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency. During the previous recession and downturns in the economy, the County maintained fees and passed on significant property tax savings. Similarly, this budget does not include any millage or fee rate increases.

In the same way the County came out of the Great Recession, the County again is addressing significant fiscal issues in a deliberate and fiscally constrained manner. It bears repeating that these actions provide the necessary resources to continue maintaining the County as a financially viable organization with the ability to withstand the impacts and rebound from the COVID 19 pandemic and the highest inflation rates in four decades.

Despite the challenges, Leon County is positioned to remain fiscally viable and responsible to our citizenry. Through our continuous focus on fiscal stewardship, efficiency, innovation and performance, I am confident this Tentative 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 Tentative FY 2022/2023 operating and capital budgets.

Sincerely,

A handwritten signature in black ink that reads "Vincent S. Long". The signature is written in a cursive style with a large, looped 'V' and 'L'.

Vincent S. Long  
County Administrator

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**PART A**

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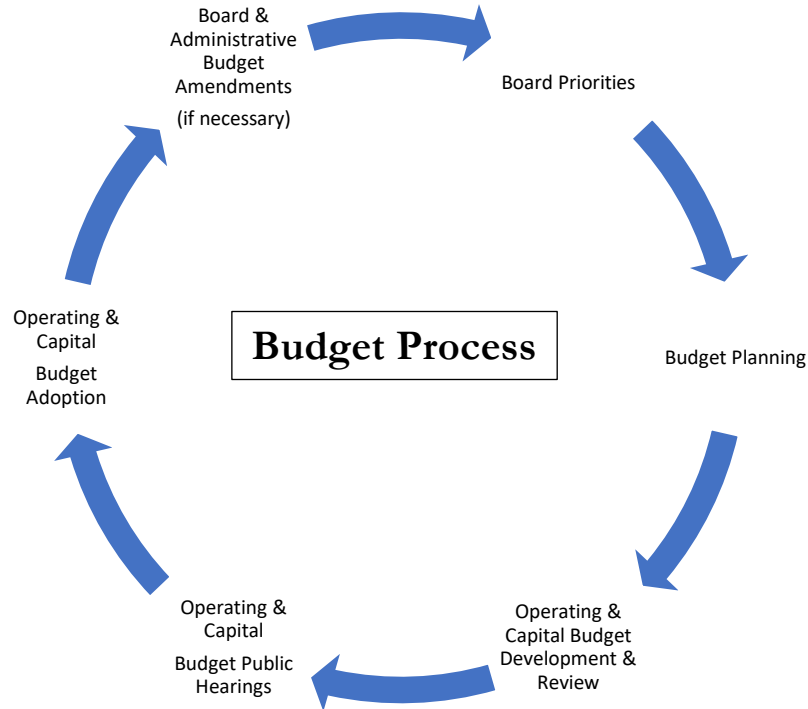
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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**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 January 24, 2022 Board Retreat served as a "Renewal Year" to both close out the FY 2017 – FY 2021 Strategic Plan and established the baseline for the new FY2022 – FY2026 Strategic Plan. The Board formally adopted the FY 2022 – FY 2026 Strategic Plan on February 8, 2022. More information about the County'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 February 8, 2022 Board meeting, the Board ratified the actions from the January 2022 Board Retreat and approved the FY 2022 – 2026 Strategic Plan and new strategic initiatives. The Board also formally approved a budget calendar. In March 2022, 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 and local requirements. During the months of April through June, all budgetary requests are analyzed, revenue estimates are updated, and a Board policy guidance workshop was conducted on June 21, 2022 to enable staff to complete the proposed budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**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 July 12, 2022 meeting. The Board also established the maximum millage rate at the July 12, 2022 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 2022/2023 Tentative 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 2023 TENTATIVE BUDGET

»» Budget Calendar

**January 2022**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 7, 2022	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 21, 2022	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Monday, January 24, 2022	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>January 2022</i>						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**February 2022**

Friday, February 4, 2022	New CIP Request forms to Departments GovMax Training GovMax Open to Departments	OMB/All Departments
Tuesday, February 8, 2022		OMB
Friday, February 11, 2022		OMB/ All Departments
Friday, February 18, 2022	Deadline for New Capital Project Requests	OMB/All Departments
Friday, February 25, 2022	Memo to Constitutionals with updated FRS, Health Care and Worker Comp Rates	OMB

<i>February 2022</i>						
S	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

**March 2022**

Tuesday, March 8, 2022	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)
Friday, March 11, 2022	GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments

<i>March 2022</i>						
S	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**April 2022**

Thursday, April 7, 2022 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
---	---	--

<i>April 2022</i>						
S	M	T	W	T	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Calendar

### May 2022

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, May 2, 2022	Constitutional Officers budgets are due	Constitutional Officers

<i>May 2022</i>						
S	M	T	W	T	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

### June 2022

Wednesday, June 1, 2022	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Wednesday, June 1, 2022	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM Notice	Public Works/OMB/ Property Appraiser
Tuesday, June 21, 2022 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments

<i>June 2022</i>						
S	M	T	W	T	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### July 2022

Friday, July 1, 2022	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Friday, July 1, 2022	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/OMB/ Property Appraiser
Tuesday, July 12, 2022 9:00 am - 3:00 pm (If Necessary)	Budget Workshop	BOCC/ County Administrator/OMB/All Departments
Tuesday, July 12, 2022	Regular Board Meeting Establishment of Maximum Millage Rate	BOCC/ County Administrator/ OMB/ Departments/ Citizens

<i>July 2022</i>						
S	M	T	W	T	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### August 2022

Thursday, August 4, 2022	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Wednesday, August 24, 2022	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

<i>August 2022</i>						
S	M	T	W	T	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Calendar

### September 2022

<i>Date</i>	<i>Activity</i>	<i>Participants</i>	<i>September 2022</i>							
			<b>S</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>T</b>	<b>F</b>	<b>SA</b>	
Tuesday, September 13, 2022	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2022/2023	BOCC/County Administrator/OMB/ Departments/Citizens						1	2	3
			4	5	6	7	8	9	10	
Thursday, September 15, 2022	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/OMB/ Property Appraiser	11	12	13	14	15	16	17	
			18	19	20	21	22	23	24	
			25	26	27	28	29	30		
Tuesday, September 20, 2022	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2022/2023	BOCC/ County Administrator/OMB/ Departments/Citizens								
Friday, September 23, 2022	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB								

### October 2022

			<i>October 2022</i>						
			<b>S</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>T</b>	<b>F</b>	<b>SA</b>
Saturday, October 1, 2022	Beginning of New Fiscal Year	OMB							1
Thursday, October 20, 2022	30 day deadline to publish the adopted budget online	OMB	2	3	4	5	6	7	8
Thursday, October 20, 2022	Final day to submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/OMB	9	10	11	12	13	14	15
			16	17	18	19	20	21	22
			23	24	25	26	27	28	29
			30	31					

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 strategic plan for FY 2022 through FY 2026.

### **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, Division of Tourism, 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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Reader's Guide

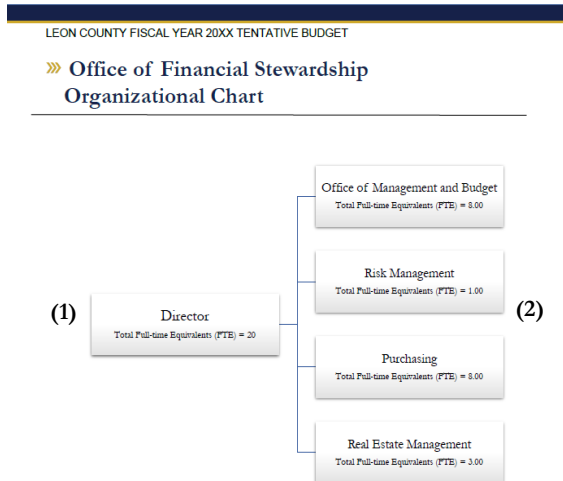
<b>If you have this question</b>	<b>Refer to Tab(s)</b>	<b>Page(s)</b>
What is the total adopted budget?	Administrator's Budget Message Budget Summary & Analysis / Budget Overview Budget by Fund	1 5 - 2 6 - 3,4
What is the County's millage rate?	Budget Summary & Analysis / Budget Overview Budget Summary & Analysis / Financial Indicators Budget by Fund	5 - 2 5 - 53 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 - 58
Where can I find Discretionary Line-Item Funding Agencies and outside agency contracts?	Non-Operating / Department Budgets	23 - 3
Where can I find Leon County's population?	Budget Summary/Analysis: Community Economic Profile Appendix	5 - 36 26 - 44
Where are the County's financial policies?	Appendix	26 - 10
Where can I learn about the capital budget?	Budget Summary/Analysis: Expenditures v. Revenues Capital Improvement Program	5 - 58 25 - 1
What are the priorities of Leon County?	LEADS/Strategic Plan	4 - 1

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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: Office of Management and Budget, Risk Management, Purchasing, and Real Estate Management.

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

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

LEON COUNTY FISCAL YEAR 20XX TENTATIVE BUDGET

» Office of Financial Stewardship  
Executive Summary(3)

The Office of Financial Stewardship section of the Leon County FY 2023 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.

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 Management and Budget 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 (4)**

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. To advance Strategic Initiative (2022-8), the budget includes the addition of a Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill in support of County projects. In addition to the federal infrastructure bill, this position will be responsible for identifying other grant opportunities as well as tracking and reporting for existing federal grants. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 32<sup>nd</sup> consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders, electronic requisitions, and direct payment approval. Purchasing continues to serve citizens faster and more easily with an online procurement system called OpenGov Procurement. 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. These initiatives allow 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, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. Real Estate Management also manages the inventory of County-owned properties, processes tax deeds, and identifies appropriate properties for 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 maintaining a cohesive county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. To safeguard the safety and well-being of Leon County employees, Risk Management continues to enhance and foster a culture of safety, working together with Departments to identify workplace hazards and develop innovative training programs. Risk Management coordinated fifteen safety training sessions, including a Defensive Driving course, and conducted monthly site visits.

**(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 2023 TENTATIVE 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 2022 through FY 2026 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

### »» Division of Tourism Business Plan

#### MISSION STATEMENT (5)

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 (6)

**ECONOMY**

EC4 - Grow our tourism economy, its diversity, competitiveness, and economic impact.

#### STRATEGIC INITIATIVES (7)

##### ECONOMY

- (EC4) Implement the Division of Tourism's Strategic Plan. (2022-5)
- (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Towns" designation and continue to coordinate with the City, Blount State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)
- (EC4) Continue to build upon the reputation of Apalachee Regional Park as a destination venue for cross country athletes by securing state, regional and national competitions. (2022-6)

#### ACTIONS (8)

##### ECONOMY

- The Board approved the Division's Plan on March 8, 2022. The Division of Tourism will provide a semiannual report to the TDC in Fall/Winter of 2022. (Ongoing)
- Blueprint provided information on future bicycle and pedestrian facility construction to TLCFD and Tourism staff for inclusion in applications for the "Trail Towns" designation application, and will assist further, as needed. (Completed)

#### BOLD GOALS & 5-YEAR TARGETS (9)

**Bold Goal:** Grow the five-year tourism economy to \$5 billion. (BG1)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Tourism Economic Growth (billions)	\$1.16	\$1.19	TBD	TBD	TBD	\$2.35

Note: Leon County currently contracts with the research firm Dornis & St. Germain for tourism research services, including determining the quarterly tourism economy. For the first two quarters of FY 2022, the research firm has estimated the economic impact of tourism in Leon County at \$554 million, 11% of the County's five-year Bold Goal. Accordingly, the County's progress is currently on track to achieve this goal by FY 2026.

**(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

### »» Office of Financial Stewardship

#### Budgetary Costs (10)

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
<b>Budgetary Costs</b>						
Personnel Services	1,432,460	1,615,111	1,346,110	11,383	1,357,503	1,908,324
Operating	375,716	473,733	478,521	38,900	517,421	517,473
Capital Outlay	-	-	-	5,000	5,000	5,000
Grant-in-Aid	63,175	63,175	63,175	-	63,175	63,175
<b>Total Budgetary Costs</b>	<b>1,871,371</b>	<b>2,152,019</b>	<b>2,387,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,972</b>

#### Appropriations (11)

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
<b>Appropriations</b>						
Office of Management and Budget	738,327	861,900	870,687	10,000	880,687	1,008,515
Risk Management	191,316	206,566	208,773	12,500	221,273	225,335
Purchasing	542,643	645,637	673,399	1,283	676,792	694,368
Real Estate Management	378,088	443,896	526,947	31,400	558,247	567,624
<b>Total Budget</b>	<b>1,871,371</b>	<b>2,152,019</b>	<b>2,387,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,972</b>

#### Funding Sources (12)

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
<b>Funding Sources</b>						
001 General Fund	1,680,056	1,951,453	2,173,033	42,793	2,215,826	2,568,517
501 Insurance Service	191,316	206,566	208,773	12,500	221,273	225,335
<b>Total Revenue</b>	<b>1,871,371</b>	<b>2,152,019</b>	<b>2,387,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,972</b>

#### Staffing Summary (13)

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
<b>Staffing Summary</b>						
Office of Management and Budget	7.00	7.00	8.00	-	8.00	8.00
Purchasing	3.00	3.00	3.00	-	3.00	3.00
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
<b>Total Full-Time Equivalent (FTE)</b>	<b>19.00</b>	<b>19.00</b>	<b>20.00</b>	<b>-</b>	<b>20.00</b>	<b>20.00</b>

**(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 2023 TENTATIVE 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 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
Personal Services	598,881	659,303	693,535	10,900	763,535	728,338
Operating	200,952	238,703	242,117	-	242,117	242,117
<b>Total Budgetary Costs</b>	<b>799,832</b>	<b>897,905</b>	<b>935,642</b>	<b>10,900</b>	<b>945,642</b>	<b>966,355</b>
Funding Sources (15)	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
001 General Fund	799,832	897,905	935,642	10,900	945,642	966,355
<b>Total Revenues</b>	<b>799,832</b>	<b>897,905</b>	<b>935,642</b>	<b>10,900</b>	<b>945,642</b>	<b>966,355</b>
Staffing Summary (16)	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
Special Events Coordinator	1.00	1.00	1.00	-	1.00	1.00
Senior Policy Analyst	-	1.00	1.00	-	1.00	1.00
Assistant to the County Admin	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
Customer Service Liaison	1.00	1.00	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>-</b>	<b>7.50</b>	<b>7.50</b>

The major variances for the FY 2023 Strategic Initiatives 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 budgeted at 6%, increase in vendor's cooperation costs, and funding for 5% performance raises for all employees. Additional personnel costs are related to a vacant position included in the market based services to the Classification and Pay Plan in the amount of \$10,900.  
 2. In response to the COVID-19 pandemic, non-emergency travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

**(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																																								
» Office of Resource Stewardship																																								
Parks and Recreation Services (140-436-572)																																								
<b>Goal</b>	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, non-commercially oriented and environmentally pleasing products and efficient services.																																							
<b>Core Objectives</b>	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. Provide passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develop and maintain active recreation facilities, including ball fields, tennis courts, and basketball courts. 5. Facilitate the organization, promotion, and implementation of recreation programs and activities through community-based recreation providers. 6. Provide outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operate six multi-purpose community centers. 8. Operate six multi-purpose community centers. 9. Operate six multi-purpose community centers.																																							
<b>Statutory Responsibilities</b>	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"																																							
<b>Advisory Board</b>	None																																							
<b>Benchmarking</b>	<table border="1"> <thead> <tr> <th>Strategic Priorities</th> <th>Benchmark Data</th> <th>Leon County</th> <th>Benchmark</th> </tr> </thead> <tbody> <tr> <td></td> <td>Total Park Acres per 1,000 Population</td> <td>13.04</td> <td>9.8</td> </tr> <tr> <td></td> <td>Total Park Acres Maintained per FTE</td> <td>118.10</td> <td>8.2</td> </tr> <tr> <td></td> <td>Total Operating Expenditures per Capita</td> <td>\$12.34</td> <td>\$10.30</td> </tr> </tbody> </table>				Strategic Priorities	Benchmark Data	Leon County	Benchmark		Total Park Acres per 1,000 Population	13.04	9.8		Total Park Acres Maintained per FTE	118.10	8.2		Total Operating Expenditures per Capita	\$12.34	\$10.30																				
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<b>FY 2022-2026 Strategic Plan</b>	<table border="1"> <thead> <tr> <th>Bold Goals &amp; Five-Year Targets</th> <th>FY 2022 Estimate<sup>1</sup></th> <th>FY 2023 Estimate<sup>1</sup></th> <th>FY 2024 Estimate</th> <th>FY 2025 Estimate</th> <th>FY 2026 Estimate</th> <th>TOTAL<sup>1</sup></th> </tr> </thead> <tbody> <tr> <td> Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11)<sup>1</sup></td> <td>10</td> <td>8</td> <td>TBD</td> <td>TBD</td> <td>TBD</td> <td>18</td> </tr> </tbody> </table>				Bold Goals & Five-Year Targets	FY 2022 Estimate <sup>1</sup>	FY 2023 Estimate <sup>1</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>1</sup>	Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>1</sup>	10	8	TBD	TBD	TBD	18																						
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<b>Performance Measures</b>	<table border="1"> <thead> <tr> <th>Strategic Priorities</th> <th>Performance Measures</th> <th>FY 2020 Actuals</th> <th>FY 2021 Actuals</th> <th>FY 2022 Estimate</th> <th>FY 2023 Estimate</th> </tr> </thead> <tbody> <tr> <td></td> <td>Number of acres of invasive exotic plants removed from greenways/open spaces<sup>1</sup></td> <td>2,404</td> <td>2,434</td> <td>2,573</td> <td>2,573</td> </tr> <tr> <td></td> <td>Number of greenway acres maintained<sup>1</sup></td> <td>2,852</td> <td>2,852</td> <td>2,852</td> <td>2,852</td> </tr> <tr> <td></td> <td>Number of youths participating in sport activities<sup>1</sup></td> <td>453</td> <td>1,225</td> <td>2,000</td> <td>2,500</td> </tr> <tr> <td></td> <td>Most economically significant events at the Apalachee Regional Park<sup>1</sup></td> <td>5</td> <td>7</td> <td>8</td> <td>10</td> </tr> <tr> <td></td> <td>Community centers usage by estimated attendance<sup>1</sup></td> <td>N/A</td> <td>N/A</td> <td>8,000</td> <td>8,500</td> </tr> </tbody> </table>				Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate		Number of acres of invasive exotic plants removed from greenways/open spaces <sup>1</sup>	2,404	2,434	2,573	2,573		Number of greenway acres maintained <sup>1</sup>	2,852	2,852	2,852	2,852		Number of youths participating in sport activities <sup>1</sup>	453	1,225	2,000	2,500		Most economically significant events at the Apalachee Regional Park <sup>1</sup>	5	7	8	10		Community centers usage by estimated attendance <sup>1</sup>	N/A	N/A	8,000	8,500
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate																																			
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Notes:  
 1. The estimates for FY 2022 and FY 2023 are composed of estimates for Greenways and Future park properties. The 6% increase over FY 2021 in the additional private park usage being tracked.

**(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 2023 TENTATIVE 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)

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
<b>Budgetary Costs (24)</b>						
Personal Services	416,520	317,933	583,465	-	583,465	601,407
Operating	231,873	318,977	321,234	-	321,234	321,240
<b>Total Budgetary Costs</b>	<b>648,393</b>	<b>\$36,910</b>	<b>904,699</b>	<b>-</b>	<b>904,699</b>	<b>922,647</b>
<b>Funding Sources (25)</b>						
001 General Fund	648,393	\$36,910	904,699	-	904,699	922,647
<b>Total Revenues</b>	<b>648,393</b>	<b>\$36,910</b>	<b>904,699</b>	<b>-</b>	<b>904,699</b>	<b>922,647</b>
<b>Staffing Summary (26)</b>						
Assistant to the County Admin	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	1.50	2.50	3.50	-	3.50	3.50
Public Information Specialist Citizen Engagement Liaison	1.00	-	-	-	-	-
Public Information and Communications Manager	-	1.00	1.00	-	1.00	1.00
Senior Public Information Specialist	1.00	1.00	-	-	-	-
Graphics and Web Design Lead	1.00	1.00	1.00	-	1.00	1.00
Graphic Design Specialist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>

**(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.

The major variances for the FY 2023 Community and Media Relations budget are as follows:

- (27) Notes**
- Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 3% performance rates for all employees.
  - In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

**(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

Managing Divisions (28)

**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 2022 include Apalachee Regional Park, Parks Capital Maintenance, Greenways Capital Maintenance, New Parks/Greenways Vehicles and Equipment, Library Services Technology, Essential Libraries Initiative and Livable Infrastructure for Everyone (L.I.F.E.) projects.

**Funding Sources (29)**  
Chart 25.4 illustrates that 81% (\$2.44 million) of Culture & Recreation projects are funded in FY 2022 by general revenue, or Capital Improvements Fund (Fund 305). The L.I.F.E. Fund (Fund 352) is funding the remaining 19% at \$582,312.

**Chart 25.4**  
FY 2022 Culture & Recreation Projects by Funding Source

Managing Division	# of Projects	FY 2022 Budget
Parks & Recreation	11	\$2,070,812
Facilities Management	1	\$400,000
Management Information Services	1	\$287,030
Fleet Management	1	\$285,988
<b>Total</b>	<b>14</b>	<b>\$3,023,828</b>

**(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.

**Operating Budget Impacts (30)**  
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 one-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 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
Library Services Technology	078011	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
<b>Total</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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										
»» Solar Arrays on County Buildings										
Dept./Dir:	Facilities Management	Comp Plan CIE Project:	N/A	(31)						
Project #:	086081	Capital Improvement:	N/A							
Service Type:	General Government	Level of Service Standard:	N/A							
Status:	Existing Project	Strategic Priority:	EN3, EN4							
<b>Project Description/Justification (32)</b>										
As part of the County's Integrated Sustainability Action Plan (ISAP), approved at the April 23, 2019 Budget Workshop, an 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.										
<b>Strategic Initiative (33)</b>										
Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T3) Double solar power generation at County Facilities. (T6)										
<b>Financial Summary (34)</b>										
	Life To Date	Adjusted Budget	Year To Date	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
Funding Source	FY 2021	FY 2022	FY 2023							
305 Capital Improvement:	\$9,948	\$0,032	29,588	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	250,000	400,000
	\$9,948	\$0,032	29,588	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	250,000	400,000
<b>Policy/Comprehensive Plan Information (35)</b>										
N/A										
<b>Operating Budget Impact (36)</b>										
N/A										

**(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 FY2022-2026 STRATEGIC PLAN



ADOPTED FEBRUARY 2022

## LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From left) District 2 Commissioner Jimbo Jackson, At-Large Commissioner Carolyn D. Cummings, District 4 Commissioner Brian Welch, District 1 Commissioner Bill Proctor (Chairman), At-Large Commissioner Nick Maddox (Vice Chairman), District 5 Commissioner Kristin Dozier, District 3 Commissioner Rick Minor

### VISION

A community that is safe, healthy and vibrant.

### MISSION

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

### 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.

# MESSAGE FROM THE COUNTY ADMINISTRATOR



**VINCENT S. LONG,**  
County Administrator

**On behalf of the Board of County Commissioners and the dedicated men and women of Leon County Government,** I'm proud to present the Fiscal Year (FY) 2022-2026 Leon County Strategic Plan. The County's current Strategic Plan builds upon the County's long-term term strategic framework that has produced results and ensured we remain agile and innovative in the face of unprecedented challenges like the COVID-19 pandemic, a human tragedy of historic proportions.

Each year, we update our Strategic Plan as we continue to evolve, engage, and execute our strategy. And every fifth year, we reflect on the County's impact and progress over the past strategic plan while affirming and updating the County's vision, priorities, and initiatives that continue to guide our daily efforts. In addition, we set our sights on new or even more aspirational bold goals and five-year targets, which keep County employees striving to make Leon County a special place to live, work, and play.

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 addressing the needs of the community 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. The plan also 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.

## LEON COUNTY 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.



# FY2022-2026 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. (EC)

### 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. (EN)

### 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. (Q)

### Governance

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

**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)



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, job creation, workforce development, economic equity and mobility. (EC2)



Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities. (EC3)



Grow our tourism economy, its diversity, competitiveness, and economic impact. (EC4)

## BOLD GOAL

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

(BG1)





## TARGETS

- ▶ Attract 100 state, regional, or national championships across all sports. (T1)
- ▶ Grow the job market by 10,000 new jobs and co-create 500 entrepreneur ventures. (T2)
- ▶ Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3)
- ▶ Increase the number of certified MWSBEs by 30% (T4)



# 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)



Protect the quality and supply of our water. (EN1)



Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)



Promote orderly growth and sustainable practices. (EN3)



Reduce our carbon footprint. (EN4)

## **BOLD GOAL**

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

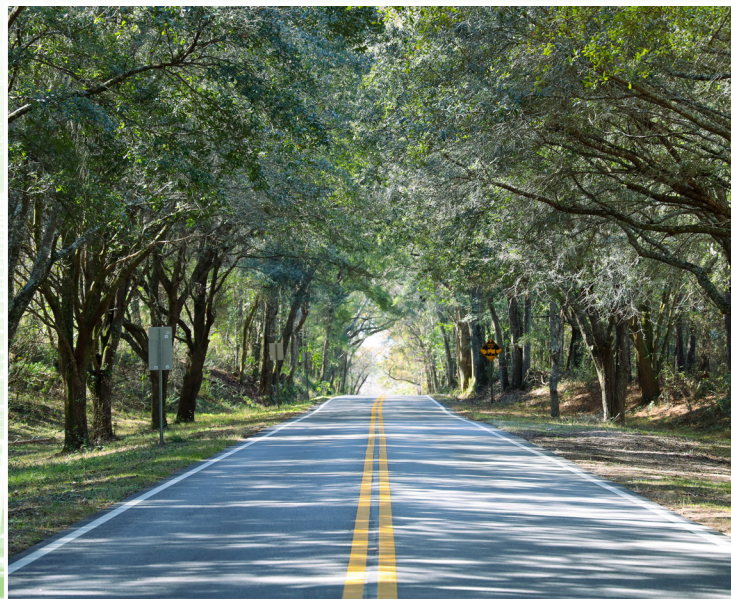
(BG2)





## TARGETS

- ▶ Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5)
- ▶ Double solar power generation at County facilities. (T6)
- ▶ Divert 3 million pounds of household hazardous waste from the landfill. (T7)
- ▶ Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)



# 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)



Maintain and enhance our parks and recreational offerings and green spaces. (Q1)



Provide relevant and essential offerings thorough our libraries and community centers which promote literacy, life-long learning, and social equity. (Q2)



Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies. (Q3)



Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need. (Q4)



Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages. (Q5)



Assist local veterans and their dependents with securing entitled benefits and advocating their interests. (Q6)



Build, sustain and improve resilience to mitigate against, prepare for, respond to and recover from man-made and natural disasters. (Q7)

## **BOLD GOAL**

Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing. (BG3)



## TARGETS

- ▷ Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9)
- ▷ Support 900 community events, sporting competitions, festivals, performances, and cultural programming. (T10)
- ▷ Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11)
- ▷ Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12)



# GOVERNANCE

## ► PRIORITY

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



Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1)



Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2)



Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues. (G3)



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)

## BOLD GOAL

Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation.

(BG4)

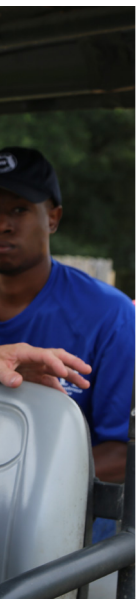






## TARGETS

- ▶ Connect 50,000 volunteers with service opportunities communitywide. (T13)
- ▶ Reach 100,000 more citizens across all County platforms and programming. (T14)
- ▶ Offer 100% online permitting for licensed contractors, engineers, and architects. T15)
- ▶ Communicate more than 1.5 a million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16)



# STRATEGIC INITIATIVES – ECONOMY



- » (EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (2022-1)
- » (EC2) Implement the Economic Development Strategic Plan as adopted and revised by the Intergovernmental Agency. (2022-2)
- » (EC2) Implement the recommendations from the joint County/ City disparity study to be completed in FY 2022. (2022-3)
- » (EC3) Continue to support the Magnetic Technologies Task Force in growing the cluster of research and businesses in the magnetic technologies industry. (2022-4)
- » (EC4) Implement the Division of Tourism's Strategic Plan. (2022-5)
- » (EC4) Continue to build upon the reputation of Apalachee Regional Park as a destination venue for cross country athletes by securing state, regional and national competitions. (2022-6)
- » (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)
- » (EC1) Maximize the leveraging of the \$1.0 trillion federal infrastructure bill to fund County projects. (2022-8)
- » (EC2, EC3) Collaborate with regional workforce and talent partners to connect companies and education institutions with training programs to inform, support, and recruit entry-level technology talent. (2022-9)
- » (EC1, EC4) Support the completion of the Fairgrounds Master Plan by Blueprint and, upon completion, effectuate the next steps for the redevelopment of the North Florida Fairgrounds. (2022-10)

# STRATEGIC INITIATIVES – ENVIRONMENT



- » (EN1) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2022-11)
- » (EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2022-12)
- » (EN3) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan. (2022-13)
- » (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2022-14)
- » (EN4) Enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (2022-15)
- » (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. (2022-16)
- » (EN1) Initiate Basin Management Plan updates for the unincorporated area once the state adopts new stormwater standards. (2022-17)
- » (EN3) Partner with the Apalachee Regional Planning Council (ARPC) to address long term regional resiliency through a Florida Department of Environmental Protection (FDEP) grant. (2022-18)
- » (EN2) Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (2022-19)

# STRATEGIC INITIATIVES – QUALITY OF LIFE



- » (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)
- » (Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)
- » (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)
- » (Q3) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders and support reentry through regional partnerships and state and national efforts. (2022-23)
- » (Q4) Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2022-24)
- » (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2022-25)
- » (Q5) 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. (2022-26)
- » (Q7) Continue coordination of local COVID-19 response and recovery including leveraging State and federal funds to support individual and business assistance as well as vaccination and testing efforts. (2022-27)
- » (Q3) Support the Sheriff in the implementation of the Council on Men and Boys to address the issues brought forth in the Sheriff's Anatomy of a Homicide Project report. (2022-28)
- » (Q3, Q4) Partner with the Children's Services Council of Leon County on opportunities to collaborate and coordinate on the funding, program delivery, program evaluation, and outcome measures for children and family services. (2022-29)
- » (Q5) Implement the recommendations of the Citizen's North Monroe Street Task Force to reduce crime and improve conditions along the North Monroe Corridor. (2022-30)
- » (Q4) Coordinate with America's Second Harvest of the Big Bend and the City of Tallahassee to conduct community meetings in the neighborhood block groups with greatest food insecurity to identify and address their specific barriers to food security (2022-31)
- » (Q3) Partner with the Leon County Sheriff's Office in raising community awareness on issues such as child abuse and prevention programs, human trafficking, sexual abuse and exploitation and domestic violence. (2022-32)
- » (Q2, Q5) Work with the City of Tallahassee on the development and implementation of the Neighborhood First Program to engage residents and develop plans to address poverty and inequity in targeted neighborhoods including 32304. (2022-33)
- » (Q3) Support law enforcement and community partners' programs and initiatives to address the causes and impacts of drug related crimes in our community. (2022-34)

# STRATEGIC INITIATIVES – GOVERNANCE



- » (G1) Alongside The Village Square, the Knight Creative Communities Institute (KCCI), and other community partners, continue to engage citizens of diverse backgrounds with innovative programs like Created Equal, the Citizen Engagement Series, Build Your Bucket, and so much more. (2022-35)
- » (G2) Continue to set the benchmark for local governments everywhere by earning national, state and local awards for County programs, hosting Florida Association of Counties events like Innovation Day, and sharing best practices with peers, all while remaining committed to learning and improving as an organization. (2022-36)
- » (G3) Launch the internationally recognized Zensity communications platform to address social media misinformation, proactively address citizen concerns, and increase transparency and accountability. (2022-37)
- » (G4) Continue to invest in the professional development of County staff including participation in Certified Public Manager training and enhancements to the County's Management Training. (2022-38)
- » (G5) Continue to pursue cost savings through the County's Innovator & Inspirator (I<sup>2</sup>) Program. (2022-39)
- » (G3) Further enhance the use of social media neighborhood apps to notify citizens of development projects occurring in their neighborhoods. (2022-40)
- » (G5) Continue to support updates to the Comprehensive Plan that encourage annexation of southside properties within the Urban Services Area. (2022-41)
- » (G5) Pursue Federal funding to provide broadband to underserved rural communities. (2022-42)
- » (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)

FY2022-2026 STRATEGIC PLAN

# BOLD GOALS & TARGETS

PRIORITY AREAS	BOLD GOAL	TARGETS
<b>ECONOMY</b>	<p><b>Grow the five-year tourism economy to \$5 billion</b></p>	<ul style="list-style-type: none"> <li>» Attract 100 state, regional, or national championships across all sports.</li> <li>» Grow the job market by 10,000 new jobs and co-create 500 entrepreneur ventures.</li> <li>» Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives.</li> <li>» Increase the number of certified MWSBEs by 30%.</li> </ul>
<b>ENVIRONMENT</b>	<p><b>Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone</b></p>	<ul style="list-style-type: none"> <li>» Reduce Greenhouse Gas Emissions stemming from County operations by 25%.</li> <li>» Double solar power generation at County facilities.</li> <li>» Divert 3 million pounds of household hazardous waste from the landfill.</li> <li>» Increase the number of fully electric vehicles in the County’s fleet by 500%.</li> </ul>
<b>QUALITY OF LIFE</b>	<p><b>Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing</b></p>	<ul style="list-style-type: none"> <li>» Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families.</li> <li>» Support 900 community events, sporting competitions, festivals, performances, and cultural programing.</li> <li>» Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes.</li> <li>» Host 100,000 residents and visitors through County-supported performances at the Amphitheater.</li> </ul>
<b>GOVERNANCE</b>	<p><b>Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation</b></p>	<ul style="list-style-type: none"> <li>» Connect 50,000 volunteers with service opportunities communitywide.</li> <li>» Reach 100,000 more citizens across all County platforms and programming.</li> <li>» Offer 100% online permitting for licensed contractors, engineers, and architects.</li> <li>» Communicate more than 1.5 a million disaster preparedness messages to create resilient households, businesses, and nonprofits.</li> </ul>

# 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.



**Leon County needs your help in  
shaping our next five years together.**

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 FISCAL YEAR 2023 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

The January 24, 2022 Board Retreat served as a “Renewal Year” to both close out the FY 2017 – FY 2021 Strategic Plan and established the baseline for the new FY2022 – FY2026 Strategic Plan. The Board formally adopted the FY 2022 – FY 2026 Strategic Plan on February 8, 2022.

In support of Board approved Strategic Initiatives, the FY 2023 Budget:

- Establishes a dedicated four-person litter debris removal crew. (2022-19)
- To address food insecurity, allocates \$156,159 to leverage partnerships with Second Harvest by increasing access to mobile food and creates a new County position focused on working closely with local non-profits to further engage and educate targeted neighborhoods. (2022-31)
- Provides \$1.0 million in capital funding to support the Essential Libraries Initiative. (2022-21)
- Establishes a dedicated Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill. (2022-8)

The Strategic Plan includes specific Targets that Leon County expects to realize as an organization over the next five-year plan cycle. These Targets are aligned with each priority area and communicate to the public and staff throughout the County the specific results that the County expects to achieve through the collective execution of our Strategic Initiatives. Additionally, the Strategic Plan includes a Bold Goal for each priority area. Bold Goals differ from Targets in that they are truly stretch goals which will be big and difficult to achieve but are worthy of the County’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.

**NOTE: Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

### ECONOMY

Measures		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Bold Goal	Grow the five-year tourism economy to \$5 billion. (BG1) <sup>1</sup>	\$1.16 billion	\$1.19 billion	TBD	TBD	TBD	\$2.35 billion
Targets	Attract 100 state, regional, or national championships across all sports. (T1) <sup>2</sup>	20	25	TBD	TBD	TBD	45
	Grow the job market by 10,000 new jobs... (T2) <sup>3</sup>	2,300	900	TBD	TBD	TBD	3,200
	...Co-create 500 entrepreneur ventures. (T2) <sup>3</sup>	80	80	TBD	TBD	TBD	160
	Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>4</sup>	3,565	922	0	0	0	4,487
	Increase the number of certified MWSBE’s by 30% (T4) <sup>5</sup>	6%	6%	TBD	TBD	TBD	6%

Notes:

1. Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. For the first two quarters of FY 2022, the research firm has estimated the economic impact of tourism in Leon County at \$554 million, 11% of the County’s five-year Bold Goal. Accordingly, the County’s progress is currently on track to achieve this goal by FY 2026.
2. Since the start of FY 2022, ten championship sporting events have been held in Leon County, including the National Collegiate Athletic Association (NCAA) Division 1 National Championships, Youth Basketball of America Tournament (Youth Boys), and the Florida High School Athletic Association State Football Championships. An additional 14 events are anticipated to be hosted in the remainder of FY 2022, totaling 20% of the County’s five-year Target, which is on track to achieve this target by FY 2026.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

- An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis.
- Since the start of FY 2022, 3,689 students have been connected to skilled job opportunities, 53% of the County's five-year Target. This progress was achieved largely in part to the addition of the Leon Works Fall Preview hosted virtually in the Fall of 2021 following the cancellation of the expo due to the COVID-19 pandemic in the previous fiscal year. The Leon Works Fall Preview, an extension of the Leon Works Expo typically held in the spring, was a one-time event which accounted for 73% of the student connections achieved so far, this fiscal year. The 2022 Leon Works Expo was also hosted in-person in the Spring of 2022 at the FSU Civic Center. Through both events, the County continued its commitment to expanding the Leon Works Expo regionally with student attendance from Leon, Gadsden, Wakulla, Madison, and Liberty counties. Additional initiatives contributing to this progress include the Junior Apprenticeship Program and the launch of the new EMT to Paramedic Trainee Program within the EMS Division. The County is anticipated to reach the remainder of this five-year Target through the continuation of the Leon Works Expo, Junior Apprenticeship Program, and the EMT to Paramedic Trainee Program in the upcoming years.
- At the time of the January 2022 Board Retreat, there were 580 certified minority, women, and small business enterprises (MWSBE) in Leon County. Since the start of FY 2022, OEV has increased this number by 32 for a total of 612 certified MWSBEs. Through continued outreach to new businesses and recertification of existing MWSBEs OEV anticipates achieving 20% of this five-year target by the end of FY 2022.

### ENVIRONMENT

Measures		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Bold Goal	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2) <sup>1</sup>	25	259	TBD	TBD	TBD	284
Targets	Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5) <sup>2</sup>	5%	5%	TBD	TBD	TBD	5%
	Double solar power generation at County facilities. (T6) <sup>3</sup>	50 kW's	25 kW's	TBD	TBD	TBD	75 kW's
	Divert 3 million pounds of household hazardous waste from the landfill. (T7) <sup>4</sup>	1,197,038	1,275,000	TBD	TBD	TBD	1,197,038
	Increase the number of fully electric vehicles in the County's fleet by 500%. (T8) <sup>5</sup>	0%	125%	TBD	TBD	TBD	125%

## Notes:

- Leon County has demonstrated success in leveraging Blueprint water quality funds as well as aggressively pursuing grant funds to support septic to sewer conversion projects in recent years. During the FY 2022-2026 Strategic Plan, an additional 500 septic tanks will be upgraded or eliminated as part of Phase 1A and 1B of the Woodville Septic to Sewer Project and continuation of the Advanced Septic System Pilot Program. The County anticipates achieving 5% of this target in FY 2022 through the Advance Septic System Pilot Program, with significant progress to be achieved through completion of septic to sewer conversions in the upcoming years.
- In 2019, the Board adopted Leon County's Integrated Sustainability Action Plan (ISAP) which sets out to reduce greenhouse gas (GHG) emissions by 30% by the end of FY 2030. To achieve this, the County will need to reduce GHG by 25% over the next five years. For FY 2022, the County anticipates achieving a 5% GHG reduction (or 20% of the five-year target) by the end of FY 2022.
- Prior to the start of FY 2022, the County had solar arrays installed at five County facilities, providing a total solar power generation capacity of 135.7 kW's (Kilowatts). Under the new five-year plan, the County is seeking to double this amount of solar power generated at County facilities. The County is on track to increase solar power generation by 50 kW's, 37% of the five-year target, by the end of FY 2022 through the installation of solar panels at the County's Public Works Fleet Division.
- Annually, Leon County's Household Hazardous Waste Division processes a million pounds of waste including chemicals, batteries, paint, and small electronics. Of these materials, the Division is able to recycle almost 600,000 pounds of waste annually. Over the next five years, the Division will work to maintain this recycling rate and divert a total of 3 million pounds of waste from the landfill. The County is currently on track to achieve this five-year target with nearly 600,000 pounds of waste diverted during the first half of FY 2022.
- Leon County's ISAP establishes a goal to convert 30% of the light duty vehicles in the County's fleet to fully electric by FY 2030. To stay on track to accomplish this goal, the County will need to increase the number of fully electric vehicles in its fleet by 500%, for a total of 25 vehicles by FY 2026. Due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the County is still waiting on the arrival of electric vehicles ordered in FY 2021. Notwithstanding this, staff anticipates achieving a 125% increase of the County's fleet of electric vehicles by FY 2023 and continuing its progress in achieving an increase of 500% through the remainder of the five-year plan.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Reporting Results: Target and Bold Goal Tracking

### QUALITY OF LIFE

Measures		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Bold Goal	Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing. (BG3) <sup>1</sup>	10	15	TBD	TBD	TBD	25
Targets	Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9) <sup>2</sup>	\$21,897,833	\$22,826,744	TBD	TBD	TBD	\$44,724,577
	Support 900 community events, sporting competitions, festivals, performances, and cultural programming. (T10) <sup>3</sup>	140	165	TBD	TBD	TBD	305
	Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>4</sup>	15.75	16.12	TBD	TBD	TBD	31.87
	Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12) <sup>5</sup>	20,000	22,500	TBD	TBD	TBD	42,500

## Notes:

- To work toward this Bold Goal, the County, in partnership with the City of Tallahassee, has made a historic \$6.2 million investment of American Rescue Plan Act (ARPA) funding to expand the availability of permanent supportive housing through the Big Bend Continuum of Care (BBCoC) and County-City Community Human Services Partnership (CHSP). Through the BBCoC, local homeless services agencies have been awarded direct funding to support the placement of clients in permanent supportive housing beginning in June 2022. Through CHSP, funding will also be awarded to agencies to provide permanent supportive housing placements beginning in the Fall of 2022, following presentation of the CHSP Citizen Review Team recommendations to the Board in September 2022.
- For FY 2022, the Division of Veteran Services estimates nearly \$22 million in Veteran Affairs benefits will be secured during FY 2022 for Leon County veterans and their families. To reach the target of \$150 million, an almost 30% increase, over the next five years, the County will continue to leverage partnerships with local veteran's agencies/groups and conduct targeted marketing and outreach to veterans.
- Since the start of FY 2022, the County has hosted 95 events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDT) funds. With additional events planned through the remainder of FY 2022, the County is currently on track to achieve this five-year target.
- In the first half of FY 2022, almost 5 miles of sidewalks, greenways, trails, and bike lanes have been constructed as of March 31, 2022. By the end of FY 2022, a total of 15.75 miles, or 18% of the County's five-year target, is projected to be constructed through the continued implementation of the dedicated County Sidewalk program, the Blueprint greenways/trails capital project and other transportation capital projects. Project locations include Magnolia Drive, the Ft. Braden History Trail, Pedrick Pond Playground Sidewalk, and Apalachee Regional Park Hiking/Biking Trails.
- Since the start of FY 2022, there have been 5 County-supported performances at the Capital City Amphitheater in Cascades Park: (1) Boz Scaggs, (2) Tallahassee Symphony Orchestra Presents "Star Wars: A Musical Celebration Comes to Life from a Galaxy Far, Far Away" (3) Jamey Johnson (Word of South) and (4) Brett Young. In total, these performances had 9,600 residents and visitors in attendance, nearly 10% of the County's five-year goal. Additional Capital City Amphitheater performances scheduled for the remainder of FY 2022 include JJ Grey & Mofro, Earth, Wind & Fire, and various performances through the Summer Concert Series which will further the County's progress in achieving this five-year goal.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Reporting Results: Target and Bold Goal Tracking

### GOVERNANCE

Measures		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Bold Goal	Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4) <sup>1</sup>	100	120	TBD	TBD	TBD	220
Targets	Connect 50,000 volunteers with service opportunities communitywide. (T13) <sup>2</sup>	7,400	8,600	TBD	TBD	TBD	16,000
	Reach 100,000 more citizens across all County platforms and programming. (T14) <sup>3</sup>	18,200	18,700	TBD	TBD	TBD	36,900
	Offer 100% online permitting for licensed contractors, engineers, and architects. (T15) <sup>4</sup>	25%	100%	TBD	TBD	TBD	100%
	Communicate more than 1.5 million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16) <sup>5</sup>	750,000	260,000	TBD	TBD	TBD	1,010,000

## Notes:

- Since the start of FY 2022, staff has implemented 129 citizen ideas, improvements, solutions and opportunities for co-creation, 22% of the County's five-year Target. Included in this list are 83 actionable recommendations provided during the recent 2022 LEADS Listening Sessions, during which the County engaged nearly 300 key stakeholders across 26 listening sessions. Going forward, implemented recommendations will be captured through ongoing tracking of this Bold Goal which is presented to the Board throughout the year. Additionally, the County will continue its progress through all methods of citizen engagement (i.e. Citizen Advisory Boards/Committees, Citizen's Connect, etc.) used across the organization to reach the goal of 600 citizen ideas implemented by FY 2026.
- In FY 2022, the County anticipates making 7,400 volunteer connections, 15% of the five-year target. The County will continue its progress by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners to reach the five-year Target of 50,000 volunteer connections.
- Since the start of FY 2022, the County has reached nearly 13,168 citizens through County platforms subscriptions and programming attendance, 13% of the County's five-year Bold Goal. So far, the County has reached 6,384 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 6,784 social media, bulletin and email subscribers.
- In recent years, the County has reduced average permitting times in large part due to the launch of new permitting software which allows licensed contractors, engineers, and architects to complete most of the permitting process online. However, several steps of the process are still paper based including most applications and associated support materials. Since the start of FY 2022, the County's transition to a 100% online permitting process has been underway with the first of three transition components to be completed by June 2022. The remaining components are anticipated to be completed next spring, putting the County on track to complete this target by FY 2023.
- In FY 2022, Leon County Emergency Management anticipates communicating disaster preparedness messages approximately 600,000 times. These messages include distribution of the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. The majority of the County's messaging will take place during the annual hurricane season (June to November).

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

»» **Budget Summary/Analysis**


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# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Overview

### Budget Overview

The total FY 2023 budget is \$317,904,222, an 8.1% increase over last fiscal year. The **operating budget** of \$295,346,200 represents an increase of 8.6% from last year’s adopted budget. The **capital budget** of \$22,558,022 represents a 1.3% increase from last year.

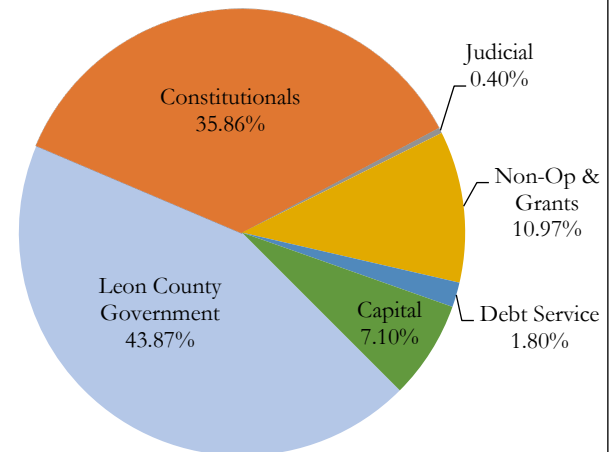
### Funding

The FY 2023 budget was developed with a conservative fiscal approach due to a full recovery from the COVID pandemic not anticipated until 2023 and the additional stresses on the economy due to the sudden and persistent rise in inflation. The FY 2023 budget continues implementing the approved American Rescue Plan Act (ARPA) expenditure plan by allocating the remaining funds to maintain a balanced operating and capital budget. Without the availability of ARPA funding, significant operating cuts would have been considered and capital projects would have again been recommended for elimination or deferral.

The FY 2023 budget also practices and maintains sound financial stewardship with:

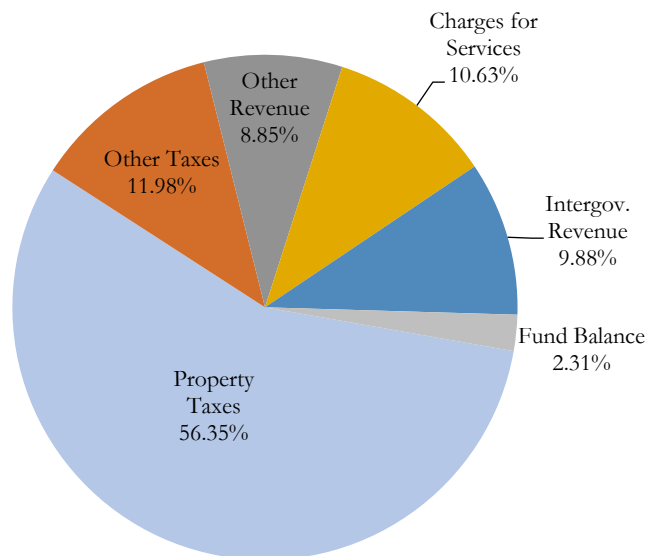
- No increase in the countywide or EMS property tax rate, or increases to the stormwater, solid waste, and fire services non-ad valorem assessments;
- A reduced use of fund balances;
- Restoring reserves;
- Maintaining strategic, long term investments in infrastructure; and
- New costs savings and avoidances of \$3.39 million.

**Figure One: FY 2022/2023 Expenditures**



**Figure One** depicts the budget as it is reflected by governmental category. The FY 2022/2023 budget shows the Leon County Government and the Constitutional Officers make up 79.7% of the total budget.

**Figure Two: FY 2022/2023 Revenues**



Florida Statutes require all local government budgets to be balanced. Leon County’s FY 2023 budget of \$317,904,222 is balanced with the use of a variety of revenue sources including: property taxes, \$3.07 million in ARPA revenue loss replacement funding; fees, gas taxes and fund balances. As depicted in Figure 2, 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 2023 tentative 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 2023 TENTATIVE BUDGET

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The following is an overview of the County's FY 2023 Tentative Budget that includes policy guidance and budget balancing strategies.

In developing the annual budget, Leon County recognizes that budgeting is not only a year-round process, but an ongoing multi-year process that reflects the Board's longer term fiscal policies and priorities for the community, and requires necessary decision making through the annual budget adoption process. Each budget is interdependent on prior actions and influences the future financial condition of the County. Using this type of multi-year strategy places the County in a position to address unforeseen circumstances related to the economy and other external factors that may influence service delivery.

Because of this continuous focus on fiscal planning, Leon County has been able to perennially provide high quality essential services and make responsible investments in infrastructure, while keeping our tax burden among the lowest for citizens. Even as the COVID-19 pandemic presented unprecedented challenges to our limited resources over the past two fiscal years, Leon County's fiscal discipline and know-how resulted in national recognition for fiscal stability and our organizational capacity to leverage Federal funding for the benefit of the community.

FY 2023 will continue to present challenges as global health concerns and geopolitical conflict persist. As the County closely monitors these issues and prepare for the potential impacts locally for the upcoming fiscal year, the FY 2023 budget is tentatively balanced and reflects the following:

- No millage rate or fee increases of any kind;
- Reduced use of fund balances;
- Maximizing Federal and ARPA funding;
- Restoring reserves;
- Maintaining high quality service delivery;
- Maintaining strategic, long term investments in infrastructure;
- Ensuring a high performing workforce with fair pay and equitable practices, and;
- Optimizing resources and aligning organizational efforts to continuously fulfill our vision of a community which is safe, healthy, and vibrant.

It is critically important to consider the impacts of the global economy leading up to the development of the FY 2023 Budget. On March 13, 2020, during FY 2020, the United States declared COVID-19 a National Emergency. The global COVID pandemic is a human tragedy of historic proportions, which has had and continues to have, an unprecedented long-term economic and social impact. The first quarter of 2020 saw the United States enter a recession as governments issued stay-at-home orders to control the spread of COVID. These actions caused a major decline in the economy, as workers in service industries were laid off and corporate and consumer spending slowed considerably.

In Florida, where sales taxes are a major driver of government funding, the recession caused state and local governments to immediately see reduced revenues that fund government services. Leon County experienced revenue declines in the millions related to gas taxes, sales taxes, and tourism taxes. As opposed to using reserves or laying off employees in response to this decline, the County Administrator initiated a hiring freeze, stopped non-essential travel and training, and started implementing capital project deferrals and other operating expenditure reductions. The Board supported these actions by approving specific mid-year recommendations to reduce the FY 2020 operating and capital budgets.

During the development of the FY 2021 budget, given the uncertainty of when the pandemic would end, and economic activity would begin to rebound, a significant decline in general revenues were contemplated in developing the budget. While property tax collections were not severely impacted, other revenue declines required operating budget reductions, continuation of the hiring freeze, the elimination of non-essential travel and training, as well as the deferral and elimination of capital projects. However, because of the proactive budget actions by the County, only a small increase of \$283,000 in the use of general fund balance was required, with no reduction in levels of essential services, and no County employee layoffs. This was essential as the County organization would respond to dramatically increased demands by activating the Emergency

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Budget Overview

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Operations Center (EOC) for 703 days, create and implement dozens of new emergency “Coronavirus Aid, Relief and Economic Security” (CARES) programs for citizens, businesses and non-profit agencies, and launch a massive communications campaign about these initiatives.

The FY 2022 budget also reflected a fiscally conservative approach, as many economic forecasters did not expect economic activity to return to pre-pandemic levels until 2023. Unlike the long and slow economic recovery after the Great Recession, which took close to a decade, the economy rebounded much more quickly from the impacts of COVID. This in large part is due to fiscal support by the Federal Government.

#### ***Federal COVID-19 Economic Relief***

During this crisis the Federal Government acted unlike any other time since the Great Depression to provide economic relief to the individuals and businesses affected by the pandemic. The first Federal relief package providing funding to local governments came through the \$2.2 trillion CARES Act.

Of this total funding, Leon County received \$62.2 million including \$51.2 million through the State of Florida for CARES programs, and \$11.0 million from the Florida Housing Finance Corporation (FHFC). The quick and successful implementation of the Leon CARES plan positioned the County to receive the additional \$11.0 million in funding from the FHFC, which allowed the County to aid thousands of more individuals, families, and local businesses in the community.

The Federal Government also passed the American Recovery Plan Act (ARPA) as the next economic support tool to assist state and local governments. The US Treasury provided \$350 billion in ARPA funding to state, local, territory and tribal governments to remedy the increasing costs to provide critical local government services and the decline in revenues. Specifically, this program is the first support provided by the Federal Government that allows local governments to use Federal funding to replace revenues lost because of the pandemic.

In May of 2021, Leon County received \$57 million in ARPA funding. Accordingly, as part of the FY 2022 budget process, the Board approved a multi-year ARPA expenditure plan. The plan provided funding to address community nonprofit and human services assistance, public health support, targeted support for the local business community, and funding to complete major wastewater projects.

The expenditure plan also allocated \$25.5 million in ARPA revenue replacement to mitigate revenue losses incurred by the County due to the pandemic. Consistent with the approved ARPA expenditure plan, these funds were allocated as part of the FY 2022 budget process in support of capital projects and reducing the use of fund balance. The FY 2023 tentative budget continues implementing the approved ARPA expenditure plan by allocating the remaining funds to maintain a balanced operating and capital budget.

#### ***Inflationary Impacts***

While the economy rebounded more quickly than expected from the impacts of COVID, pent up consumer demand led to increased spending before the global supply chain returned to normal output. This increased consumer spending, an expanding economy, an increased demand for petroleum products, the large amount of federal funds infused into the economy, and the Russian invasion of Ukraine led to high inflation.

From March 2021 when inflation was 2.62%, the annual rate of inflation has steadily increased to 9.1% in June 2022. Many economists and the Federal Reserve anticipated a transitory short-term increase in inflation as supply chains caught up with demand, and as initial consumer demand ebbed to normal levels. Since inflation has continued to increase monthly, the Federal Reserve no longer considers the increase in inflation transitory. As in addressing the significant impacts of the pandemic, only the Federal government has the tools and the resources to address the impacts of inflation. As such, the Federal Reserve started to increase interest rates in March 2022 to slow down the economy by making it more expensive to borrow money.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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Prior to COVID, the Fed began slowly reducing rates to 1.5%, but when the impacts of COVID initiated a sudden recession, the Fed again reduced rates to nearly zero. During these historically low interest rate periods, Leon County took advantage of, and refinanced higher interest rate debt, financed energy saving improvements (ESCO), purchased public safety radios, and the property that houses the Supervisor of Elections Voting Operations Center.

Very recently, in response to the faster than what is considered normal 2.0% growth in inflation, the Fed increased interest rates by 0.25% in March 2022 and by 0.5% in April 2022. While the current Federal Reserve interest rates are still below 1.0% (0.83%), this sudden movement in rates has caused further economic uncertainty, and the impacts on consumer spending and the overall economy are still not clear. The Federal Reserve has also indicated they intend to continue with at least two more 0.5% increases over the next several quarters to bring inflation down.

While inflation places an enormous burden on consumers purchasing everyday goods and services, the impacts are just as, or even more significant for local government. Inflationary pressures have caused other increases throughout the FY 2023 Tentative Budget. Increases are reflected in the cost of fuel supporting the County fleet, including ambulances and public works equipment; contractual obligations ranging from custodial contracts to technology support; the purchase of supplies for road and parks repair and maintenance; and most significantly, the budget reflects the increased cost of bids for construction projects.

In addition to inflationary pressures, the County is also addressing the impacts of an extremely competitive job market where local unemployment is 3.1%. To remain an employer of choice, the Tentative Budget includes funding to implement the results of a recently completed compensation study ensuring that Leon County's wages are competitive with the current and future job market.

General revenue growth and the use of ARPA funding supports these priorities and mitigates some of the inflationary impacts on the cost to provide services. The major components of the Tentative Budget and budget balancing strategies are as follows:

- No increases in the Countywide or EMS property tax rates, and no increases to the stormwater, solid waste, and fire non-ad valorem assessments
- In support of Board approved Strategic Initiatives:
  - Establishes a dedicated four-person litter debris removal crew.
  - To address food insecurity, \$156,159 is included to leverage partnerships with Second Harvest by increasing access to mobile food and creates a new County position focused on working closely with local non-profits to further engage and educate targeted neighborhoods.
  - Provides \$1.0 million in capital funding to support the Essential Libraries Initiative.
  - Establishes a dedicated Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill; this new position is offset through the planned elimination of an existing vacant position.
- One new EMS crew and vehicle to address increased demand for calls for service
- One Facilities Technician to address increased maintenance demands at the detention facility. This position is offset by the planned elimination of a vacant position.
- New costs savings and avoidances of \$3.39 million
- Supporting all Constitutional Officer budget requests
- Implementing a new County pay plan that ensures minimum pay of at least \$15 an hour
- Consistent with the Board approved ARPA expenditure plan, using \$8.91 million in ARPA revenue loss replacement, which:
  - Provides \$2.75 million to fund the operating budget thereby eliminating the reliance on fund balance and rebuilding reserves, and;
  - Uses \$6.16 million to ensure adequate funding of the existing maintenance capital program, including continued funding for the capital components of the Essential Library Initiative.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Budget Overview

#### Initial FY 2023 Policy Guidance

All County Departments submitted their operating and capital budgets to the Office of Management and Budget (OMB). The Constitutional Officers (Sheriff, Clerk, and Supervisor of Elections) were required to submit their budget to the County by May 1<sup>st</sup>. OMB, in coordination with the County Administrator, reviewed and analyzed all budget requests.

To ensure the budget was developed in a strategic and transparent manner, the Board adopted the annual Budget Calendar at the January 25, 2022 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 8, 2022 meeting, including:

- Maintaining funding for the next two-year Community Human Service Partnership cycle at \$1.445 million.
- Maintaining \$100,000 for year four of a five-year commitment to pay for the capital construction costs of the Kearney Center.
- Providing \$37,000 in Special Event Funding.

#### Cost Avoidance and Savings

The County systematically and strategically identifies efficiencies and cost savings year-round. 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 SMARTIES (Specific Measurable, Attainable, Realistic, Timely, Innovative, Employee Solutions) Team, employees are continuously empowered to seek and implement cost saving measures throughout the organization. For FY 2023, the total new cost savings and avoidances are \$3.39 million. Current year examples of savings include:

- J. Lee Vause Boardwalk: Original construction costs for the installation of a new boardwalk at J. Lee Vause Park were \$702,000. These funds were budgeted over two fiscal years as part of the Livable Infrastructure for Everyone (LIFE) recreational amenity funding category. Prior to seeking bids for the project, a reevaluation of the project determined certain engineering and design work could be eliminated and identified minor modifications to the construction scope, resulting in costs saving of approximately \$600,000.
- Pier and Dock Replacements: A reevaluation of the approach to replacing piers and docks eliminated certain design and engineering costs. In addition to reconstructing new pier and docks, when appropriate, floating docks may replace fixed pier docks which produces cost savings. On average, the redesigned fishing piers, and docks costs \$35,000; saving a total of \$1.35 million for nine replacements.
- Courthouse Switch Gear: This project originally anticipated a complete replacement of all the components of the existing switch gear, at a cost of \$1.23 million. Subsequently, working closely with other community partners, information was received about a similar project at FSU where parts of the switchgear had been retrofitted rather than manufacturing all new components. Using these retrofits options saved \$625,000.
- Public Works Building and Parking Lot Safety Improvements: Using in-house resources instead of contractual services to provide upgraded security for the entrance to the building and to install walkway safety improvements from the parking lot to the building saved \$55,000.

Including the above costs savings, since 2013 the County has saved or avoided costs totaling more than \$62.8 million. These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

#### Tentative FY 2023 Budget

While the economy continues to rebound from the pandemic, County revenues are increasing; however, had the financial impacts of COVID not occurred, County revenues would be higher for FY 2023 had revenue growth not been interrupted. This interrupted growth in revenues has been partially offset by ARPA funding. However, even with revenue growth and the use of ARPA funding, revenues are not keeping up with the high inflation the economy is experiencing. The annual CPI in June 2022 was 9.1%, or nearly double the previous June 2021 CPI of 5.4%. In April of 2020, the first full month the economy felt the impacts of COVID, inflation was only 0.03%.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Budget Overview

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Normal growth in expenses includes Leon County Government and Constitutional Officers personnel cost (e.g. retirement, health insurance), contractual increases, mandatory state payments, and materials and supplies. To offset these increases, the County relied on average revenue growth in property, state shared and local sales taxes, fees, and gas taxes. This revenue growth allowed Leon County government to avoid increasing taxes to cover expense growth necessary to maintain adequate service levels.

In developing the FY 2023 tentative budget recommendations, the County Administrator and OMB reviewed all departmental operating and capital budgets to identify operating costs savings and capital project reductions/deferrals. In addition, expenditures relating to mandatory state payments (e.g. Medicaid, the Department of Juvenile Justice), interlocal agreements and contracts are contemplated. OMB correspondingly analyzed revenue models including sales and gas tax activity. Given the highly volatile nature of the post-pandemic economic recovery and continued future economic uncertainty, the tentative budget presumes a conservative revenue forecast that contemplates an economic recovery through FY 2023. Table #1 details the forecasts for major revenue and expenditure changes from FY 2022 to FY 2023.

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Overview

Table #1: FY 2023 Estimated Change in Operating Revenues and Expenditures Over FY 2022

<b>Preliminary Estimated Changes in Revenues</b>	<b>Change from Fiscal Year 2022</b>
Property Taxes with current millage rate (8.3144)	\$14,413,585
1/2 Cent Sales, State Revenue Sharing, CST, PST	\$2,751,239
Tourism Revenue	\$1,527,837
Departmental Internal Billing (Insurance, Fleet, and Communications)	\$1,402,528
Interest Earnings	\$1,128,561
Gas Taxes	\$901,699
Blueprint Infrastructure Sales Tax (10% infrastructure, 2% LIFE)	\$890,118
EMS Municipal Service Tax Unit	\$866,784
Solid Waste Revenues including Contracted Hauling and Disposal	\$561,261
General Fund – Fund Balance	\$428,874
Other Non-General Revenue (e.g., Building, Courts, SHIP)	\$344,321
EMS Fees/Medicaid Reimbursement	\$296,589
Other General Revenue	\$137,517
Other Fund Balances	(\$1,946,133)
<b>Total Change in Revenue</b>	<b>\$23,704,780</b>
<b>Preliminary Estimated Changes in Expenditures</b>	
Sheriff Personnel and Operating Expenses	\$8,183,761
County Government Personnel Costs	\$4,560,514
Contractual Obligations and Repairs and Maintenance	\$1,873,258
Division of Tourism Expenses	\$1,545,707
Other Constitutional Offices	\$1,184,761
Fuel and Vehicle Repair	\$1,002,880
Workers Compensation/Insurance	\$899,345
EMS Crew & Extra Shift Stipend Pay	\$863,943
Debt Service Payments	\$631,182
Pay Compensation Study Implementation, includes \$15 minimum	\$549,549
Community Redevelopment Agency (CRA)	\$542,534
New Public Works Litter Crew	\$314,528
City Interlocal Agreements (CDA, Fire/EMS ALS, Planning, Animal Ctrl, etc.)	\$303,793
Medical Examiner Expenses	\$276,130
Capital Projects	\$227,488
Detention Alternatives and Detention Center Space Analysis	\$200,000
Travel and Training (CDL, EMT to Paramedic, etc.)	\$193,423
Food Insecurity Initiatives	\$156,159
Grants Coordinator & Detention Center Facilities Technician	\$148,604
Communications	\$76,638
FSU Askew School CHSP Metrics Analysis	\$61,900
Florida Civil Rights Museum	\$60,000
Department of Juvenile Justice	\$40,999
Medicaid	(\$71,472)
Position Reduction Savings	(\$120,844)
<b>Total Change in Expenses</b>	<b>\$23,704,780</b>
<b>Budget Shortfall</b>	<b>\$0</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Budget Overview

The following is an analysis of the revenues and expenditures outlined in Table #1.

#### ***Tentative Estimated Changes in Revenues***

The following section provides a summary of the projected changes to general revenues between the FY 2022 and FY 2023 budgets as reflected in Table #1.

*Property Taxes (\$14.41 million)*: Property tax collections are calculated based on the countywide millage rate times the taxable value of all property in Leon County. Taxable values are established by the Property Appraiser and the millage rate is established by the Board. The Property Appraiser provided certified final countywide property values totaling \$21.4 billion on July 1, 2022, a 9.33% increase from last year. The FY 2023 budget is tentatively balanced based on levying the current millage rate of 8.3144.

The Save-Our-Homes cap limits the increase of homestead residential property values to the change in CPI or 3%, whichever is lower. In January 2022, the CPI change resulted in homesteaded property reaching the 3% cap for valuations used for the FY 2023 budget. Moreover, a recovering economy for commercial property and new building construction have contributed to the increase of taxable values.

During the “Great Recession” with declining property values, the Board maintained the millage rate resulting in less property tax collections and correspondingly passed on property tax savings to the community. Coming out of the “Great Recession,” and as part of the County’s deliberate and reasoned multi-year fiscal planning, the budget continued to maintain a constant millage rate to mitigate inflationary pressures and to support necessary and critical cost increases. This same approach is recommended for the FY 2023 budget.

For five years following the Great Recession Leon County did not experience any property valuation growth until a modest 3.0% increase occurred in FY 2015 and again in FY 2016. From there values gradually increased to 6.8% in FY 2021. These increased values provided funds that generally covered the inflationary costs of basic government service levels and allowed for increasing the recurring revenue to the capital program. Subsequently, due to the impacts of COVID, the property tax growth rate moderated to 4.05% in FY 2022. For FY 2023, the growth in values allows for an increased transfer to the capital program.

*State Shared Revenue, 1/2 cent Sales Tax, Public Services Tax (PST) and Communications Services Tax (CST) (\$2.8 million)*: County governments receive certain revenues from the State of Florida, which are largely based on sales tax collections. Sales tax related revenues have rebounded from the precipitous decline in FY 2020 and are estimated to generate \$2.54 million in additional revenue to Leon County. Statewide, the CST has been in decline the past five years; however, FY 2023 projections are expected to remain relatively level, increasing by a modest \$30,000. While the COVID pandemic impacted other revenues, the Public Services Tax on electric, water and gas were less affected by stay-at-home orders and shutdowns as more people worked from home. As commercial business open and teleworking opportunities continue, these revenues are projected to increase by \$167,000.

*Tourism Revenue (\$1,527,837)*: The effects of COVID on the tourism industry were immediate and severe. Travel and gathering restrictions caused the cancelation of almost all non-essential travel, events, hotel stays, and restaurant dining. Expenses related to the Division of Tourism were greatly impacted due to the precipitous decline in bed-tax revenue, referred to as the Tourism Development Tax (TDT).

In response, at the April 14, 2020 meeting, the Board approved a \$1.65 million expense reduction plan in the Tourism budget to address this revenue decline. In addition to reducing operating expenses, significant budget reductions were made to marketing and advertising, event grant aid and amphitheater concert funding. These actions prevented staff layoffs and furloughs and preserved dedicated tourism reserves. As 1-cent of TDT revenue supports COCA, they also experienced a reduction in regranting revenues.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Overview

Subsequently, when travel and gathering restrictions were lifted and COVID vaccinations became widely available, tourism travel increased steadily as consumers stopped deferring travel. Tourism in Leon County dramatically increased with the resumption of FAMU and FSU football home games, the return of the Legislature, and Leon County's enhanced marketing efforts partially funded by ARPA revenue. Leon County also increased visitation by hosting the 2021 NCAA National Cross-Country meet. Table #2 shows the trend in bed-tax collections before, during and after the on-set of COVID.

**Table #2: Leon County Tourist Development Tax Collections**

TDT Collections	FY 2019	FY 2020	FY 2021	FY 2022 Projected	FY 2023 Estimate
All 5 cents	\$7,020,237	\$4,723,874	\$5,148,383	\$7,289,914	\$6,538,043
1-Cent	1,164,804	\$1,404,047	\$944,775	\$1,029,677	\$1,307,609

Increased travel led to a resurgence of bed tax revenue, which is projected to increase 46% from FY 2021. This increase will moderate in FY 2023, as tourism travel returns to normal levels of activity.

Departmental Billings (Insurance, Fleet and Communications (\$1,402,528)): This revenue accounts for charges to Departments and Constitutional Offices for the provision of insurance coverages including workers' compensation, fuel and maintenance for the fleet, and to fund the phone system. Funding supports the rising cost of fuel, increased workers' compensation expenses and overall inflationary increases.

Interest Earnings (\$1.1 million): As the Federal Reserve begins to increase interest rates to hedge against inflation, interest and investment earnings are estimated to increase by \$1.1 million.

Gas Taxes (\$901,699): Gasoline taxes are estimated to increase by 8.3% or \$901,699. This is largely due to gas taxes collections starting to approach pre-COVID levels as the economy rebounds. Stay-at-home orders and their effect on commuting and vacation travel dramatically reduced gas tax collections in the last part of FY 2020 and in FY 2021. The upcoming October 2022 State of Florida gas tax holiday will not affect county collections as the State is supplementing this tax holiday with other State revenues.

Prior to COVID, gas taxes, which are consumption based (taxes are per gallon, not a percentage of cost), were only slightly increasing year-over-year due to better vehicle fuel efficiencies and an increase in the use of hybrid and electric vehicles. While gas taxes are just approaching pre-COVID collections they are only expected to increase moderately in outyears. This is largely due to the volatility in the market for crude oil, which has caused gasoline and diesel fuel prices to spike (approaching \$120/barrel), and the shift in consumers driving more fuel-efficient or electric cars and trucks.

Blueprint Infrastructure Sales Tax (10% infrastructure, 2% LIFE) (\$890,118): Like the ½ cent and state shared sales tax revenue, this local sales tax has benefited from the economic rebound and increased consumer spending. This revenue is deposited into specific accounts and can only be used for specific capital expenditures such as resurfacing, and the LIFE infrastructure projects.

EMS Municipal Services Tax Unit (MSTU) (\$866,784): The MSTU revenue reflects the 9.33% increase in property values and anticipates no change to the 0.5000 millage rate.

Solid Waste Fees (\$561,261): These fees are related to the amount of tonnage collected at the transfer station and the required fees collected to pay for the hauling and waste disposal contract.

General Fund - Fund Balance (\$428,874): The Tentative Budget contemplates an increase in the use of fund balance from \$800,000 to \$1,228,874. The Board authorized funding to support 5% raises for all County and Constitutional Officer employees. The increase in property tax revenue and the use of \$2.75 million in ARPA funds for balancing the budget allows for a lower use of fund balance. If the ARPA funds were not available, a like amount of fund balance use and/or expense

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Budget Overview

reductions would be required. Using the ARPA funds to supplement the budget allows the County to maintain reserves for future needs such as one-time capital projects.

Other Non-General Revenue (\$344,321): This summary reflects other dedicated revenues, such as: State Housing Initiative Partnership (SHIP) funding, fire service fees, state E-911 revenue, and the leasing of County office and retail spaces at the Annex and Lake Jackson Town Center.

EMS Fees/Medicaid Reimbursement (\$296,589): EMS revenues are projected to grow due to an increase in patient transports, special event revenue and higher collection rates of outstanding billings due to a previous rate reduction in June 2020. These increases are offset by reductions in Medicaid fees, which are the direct result of a reduction in the distribution formulas established by the federal government, and fewer Medicaid transports related to COVID.

Other General Revenues (\$137,517): Other general revenues are expected to increase by \$137,517. These increases are primarily related to parking, library, parks and recreation, child support enforcement, court facility and technology fees. These increases are generally related to activities returning to pre-COVID levels. The Downtown Library has now returned to charging for parking, and county parks are seeing an increase in camping. Also, the delivery of warrants for child support enforcement are no longer restricted by COVID measures, and traffic citations and fees that partially fund court operations are beginning to rebound as more citations are issued, and court activity returns to normal.

Other Fund Balance (-\$1,946,133): This revenue accounts for all non-general fund balances. For next fiscal year, the total amount is decreasing. Most of the decrease comes from less ARPA funding budgeted to support capital projects (discussed further in the capital project section). However, there are increases in the DSEM and Transportation funds. DSEM permit fee revenue had previously increased significantly in FY 2021 due to builders taking advantage of the low interest rate environment and the one-time permitting applications for the Amazon Fulfillment Center. Rather than transferring additional general revenue to support DSEM, fund balances in the DSEM fund are used when they are above policy minimums. The transportation fund balance is recommended for appropriation to support the continuation of sidewalk and roadway stormwater improvements.

#### ***Tentative Estimated Changes in Expenses***

The following sections provide a summary of the proposed increases and decreases in expenditures.

Sheriff Personnel and Operating Expenses (\$8.18 million): As presented, the Sheriff's budget increased by \$8.18 million or 9.5%. This includes the implementation of a new compensation plan which will accomplish competitive pay adjustments between Detention and Law Enforcement as well as increase the starting pay for sworn staff to \$50,000. The Sheriff is not requesting any new positions in FY 2023. Instead, the Sheriff is redeploying existing sworn positions in areas such as Community and Media Relations and Crime Scene to Law Enforcement and will utilize civilian staff in these areas. The estimated cost to implement part one of the pay plan and other personnel related increases (on-call pay, healthcare, retirement, work comp, etc.) in FY 2023 is \$4.8 million.

The Sheriff's contractual services increased over \$1.8 million largely due to the increased cost of providing inmate medical, dental, and mental health services. Additional increases in contractual services include contract price increases for inmate meals, janitorial services, and other contracts. Other increases are related to inflationary costs of fuel and vehicle repair.

Leon County Employee General Revenue Related Expenses (\$4.6 million): The largest operating expense in the Leon County Government budget is associated with personnel costs. These costs include performance raises, health insurance, retirement contributions and workers' compensation. In total, projected increases are \$4.6 million. The budget contemplates 5% raises for all employees. Also included are health care costs estimated to increase 6.0%. To address the actuarial unfunded liability in Florida Retirement System (FRS), the Legislature continues to increase the cost to participate in the FRS. This year the regular retirement rate increased by 10.1%.

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Contractual Obligations and Repairs and Maintenance (\$1.87): Total increases include:

- Parks and Recreation mowing, trail, playground and ballfield maintenance, and tree trimming on greenway and park trails (\$92,835).
- County software maintenance licensing agreements including: the NEOGOV Human Resources management system, Microsoft Office 365 licensing, DocuSign, Banner Document Management, cyber security enhancements (\$228,461).
- Annual contractual and operating supplies increase in Facilities Management for security, custodial, HVAC, elevators, and building and grounds maintenance services (\$379,978). Increases in Facilities' contractual costs are offset by \$212,853 in operational savings associated with the ESCO energy savings project.
- Public Works road materials and supplies (\$126,204) and contractual services related to stormwater maintenance, sidewalk repair, and guardrail installation (\$102,018). These costs are partially offset by a reduction in contractual services related to FDOT traffic signal maintenance.
- Solid Waste annual increases for debris processing (\$72,700) and the Transfer Station hauling and disposal contract (\$312,882).
- Increased payment to the City of Tallahassee for fire services (\$200,000). As part of the adopted FY 2020 long-term fiscal plan, rather than increasing fire service fees, debt service savings were planned to pay for the increased cost of fire rescue services. Due to the budgetary impacts of COVID, the City and County deferred a fire rescue service fee study and increasing fees in FY 2021. As part of the FY 2022 budget process the Board authorized increased payments to the City for fire services from general revenue debt service savings: \$1.4 million in FY 2022 and \$1.6 million in FY 2023.
- \$264,909 associated with increased funding from the State Housing Initiatives Partnerships (SHIP), which will support additional local housing rehabilitation projects.
- Other miscellaneous increases (e.g., radio communications, rentals and leases, operating supplies, etc.) due to inflationary costs (\$93,271).

Division of Tourism (\$1,545,707): This increase aligns with the additional revenue previously described and provides more funds for the COCA cultural grant programs (funded by 1-cent of the bed-tax), as well as additional resources for the Division of Tourism marketing efforts. As discussed in the tentative staffing changes section, two new positions are recommended to focus on marketing, and the coordination of sporting and other events. This increase in revenue also allows for a limited use of fund balance for one-time expenses related to marketing, planning, and hosting the Leon County/Tallahassee bicentennial celebration in FY 2024.

Supervisor of Elections, Clerk, Property Appraiser and Tax Collector (\$1,184,761): The Supervisor of Elections budget decreased by \$216,686. The Supervisor of Elections budget varies year to year depending on election cycles, increasing for the Presidential Preference Primary, and decreasing in general election and off-year election cycles. The FY 2023 Budget contemplates a general election cycle. However, due to the Florida Legislature enacting new voting requirements for absentee ballots and other voting measures, the decline in the SOE budget was less than originally forecasted.

Other Constitutional Officer increases include:

- The Clerk of Courts and Comptroller: The budget request increased by \$277,531. The increase is associated with performance raises, increased retirement rates as well as the implementation of a salary and benefits compensation study conducted in FY 2022.
- Tax Collector's Office: Funding for the Tax Collector is through commissions based on the amount of property tax collected on behalf of the County and the statutory requirement that the County pay commissions for the Leon County School Board's ad valorem collections. Based on the estimated 9.33% increase in property values, this budget will increase by \$490,850.
- Property Appraiser: This budget is submitted directly to the Department of Revenue (DOR) for approval on June 1. The anticipated increase to cover the costs of personnel and operating expenditures is \$630,304 compared to the FY 2022 DOR approved budget. As allowed by DOR, the Property Appraiser has included a 5% salary increase for employees. DOR budget guidance stated that DOR would approve salary increases up to the state approved 5.38%.



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The submitted operating budget also includes increases for technology improvements including migrating to the County's Office 365 environment and the building of a new website.

Fuel, Fleet Maintenance and Repair Costs (\$1,002,880): Fuel costs are anticipated to increase by \$743,643 due to the rising price of crude oil, and fleet repair and maintenance costs are projected to increase \$259,237.

Workers' Compensation/Insurance (\$899,345): Leon County continues to have an aggressive safety and risk avoidance program, including required trainings and post-accident evaluations to avoid similar occurrences. To ensure that adequate reserves are maintained to pay outstanding claims, an annual actuarial analysis is done to ensure adequate funding is available to pay outstanding and future claims. Based on the most recent actuarial analysis, an additional \$500,000 is needed to fund current claim liability. The additional \$399,345 covers anticipated increases in insurance premium coverages which are competitively procured annually by the County's insurance broker.

EMS Crew & Extra Shift Stipend Pay (\$863,943): To maintain current service levels and ensure adequate resources are available for increased demand, the FY 2023 budget includes the addition of one new full-time crew (\$493,943) for EMS. Adequately staffing a 24/7 ambulance requires the hiring of 10 new full-time employees. The cost of the crew is net of an offsetting reduction in overtime of \$287,232. Additionally, as approved by the Board at the December 14, 2021 meeting and to ensure adequate staffing for all shifts, the budget includes continued funding for the extra shift incentive and special day stipend pay during critical staffing periods (\$370,000).

Debt Service Payments (\$631,182): The increase in FY 2023 debt service payments is primarily related to the first-year payment for the \$3.35 million bank loan to finance the replacement of the 800 MHz radios for the Sheriff's Office, EMS, Animal Control, and the Volunteer Fire Departments (\$510,688). Other nominal increases are contemplated in the existing debt service payment schedules for the Sheriff Helicopter, Building Energy Savings improvements, and the Supervisor of Elections Voting Operations Center (\$120,494).

Pay Compensation Study (\$549,549): This funding supports the implementation of a market-based compensation study and a \$15 County minimum wage effective October 1, 2022. The compensation study is presented later in this overview.

Community Redevelopment Agency (CRA) (\$542,534): Values in the Frenchtown and Downtown have increased the CRA payment by \$542,534. Values in the Frenchtown District increased by 12% and the Downtown District by 8%.

Public Works Litter Crew (\$314,528): This funding supports the implementation of the following approved Environment Strategic Initiative:

*(EN2) Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (2022-19)*

Specifically, this includes funding for personnel, operating expenses, and vehicle for four positions to enhance roadside litter debris removal. These positions are discussed in greater detail in the position changes section of the item.

Interlocal Agreements (\$303,793): Funding includes annual budgetary increases related to County interlocal agreements with the City of Tallahassee for the Consolidated Dispatch Agency (\$84,016), EMS/Fire ALS (\$139,462), Parks and Recreation (\$66,651) and Animal Control (\$76,000). These increases are partially offset by a \$62,336 reduction in the County's portion of funding for the Planning Department.

Medical Examiner Services (\$276,130): The County's Medical Examiner fees are projected to increase by \$194,200 based on the revised Fee Schedule and the number of autopsies, toxicology services, etc. performed for deceased Leon County citizens. Additionally, facility operating expenses (security, utilities, custodial, etc.) are projected to increase by \$92,030. This increase will be offset by the morgue use fee charged to the other District 2 and 3 counties for the use of the Leon County ME Facility.

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Capital Projects (\$227,488): The overall capital project increase for FY 2023 is \$290,328. In addition to overall inflation and the rising costs of construction materials and supplies, increased costs are attributed to funding: facility maintenance; statutory records retention; enhanced technology for the courts, and improvements to stormwater and park facilities. As discussed in greater detail in the capital section of this overview, \$5.84 million in dedicated ARPA capital revenue replacement was appropriated in FY 2022.

Detention Alternatives and Detention Center Space Analysis (\$200,000): As approved by the Board at the March 22, 2022 Leon County Detention Facility Population Management workshop, the FY 2023 budget includes funding for consulting services to identify additional strategies to further mitigate the need for additional infrastructure, and the evaluation of future space needs that may be necessary for the Detention Facility. The scope for consulting services will include options for more diversion programs that could further reduce the average daily inmate population and a review of other factors that may be impacting an inmate's length of stay in the Detention Facility.

Travel & Training (\$193,423): In response to the COVID pandemic and to reduce expenses, the FY 2021 budget included a six-month non-essential travel and training freeze, which was partially restored (75%) in FY 2022. While the FY 2023 Tentative Budget restores the remaining 25% much of the increase relates to funding the EMS EMT to Paramedic Training program and Commercial Driver's License (CDL) training for Public Works employees.

Food Insecurity Initiatives (\$156,159): This funding supports the implementation of the following approved quality of Life Strategic Initiative:

*(Q4) Coordinate with America's Second Harvest of the Big Bend and the City of Tallahassee to conduct community meetings in the neighborhood block groups with greatest food insecurity to identify and address their specific barriers to food security (2022-31)*

The County, City and Children Services Council (CSC) conducted nine separate meetings, attended by over 300 residents which resulted in identifying barriers and opportunities to address food insecurity. Throughout all the meetings, it emerged that residents were unaware of the significant level of resources available in the community to address food insecurity including access to transportation. The FY 2023 Budget includes funding to assist residents in accessing existing resources through on-going targeted outreach, partnering with the City and CSC in directly engaging neighborhood leaders and stakeholders to raise awareness of available resources in the community and establishing a new full time Neighborhood Engagement and Community Partnership Manager to oversee these efforts. Additionally, funding also supports Second Harvest purchasing a mobile food pantry vehicle (\$60,000) which will double their monthly Neighborhood Empowerment events.

Recommended New Positions (\$148,604): As discussed in more detail in the tentative position changes section of this overview, the addition of a Detention Facilities Technician and a Grants Coordinator are recommended. These positions are offset by a reduction in two planned vacant Library positions.

Communication Costs (\$76,638): This funding will pay for inflationary costs for the County's phone system maintenance and internet services.

FSU Askew School Community Human Services Partnership Metrics (\$61,900): As approved at the April 12, 2022 meeting, the budget includes funding for the continued partnership with the FSU Askew School of Public Administration and Policy to develop CHSP uniform performance measures. The cost for the continued partnership is \$123,801 annually and split equally by the County and the City (\$61,900 each) for the upcoming two-year CHSP funding cycle (FY 2023 and FY 2024).

Florida Civil Rights Museum (\$60,000): As approved at the June 21, 2022 workshop, the budget includes \$60,000 for the development of a virtual civil rights museum and database showcasing Leon County's civil rights leaders and educational pioneers.

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Department of Juvenile Justice Payment (DJJ) (\$40,999): The County is statutorily required to make certain payments to the Department of Juvenile Justice. The Tentative Budget estimates the DJJ payment will increase by \$40,999.

Medicaid (-\$71,472): The County is required by Florida Statute 409.915 to contribute to the State's share of matching funds for the Medicaid Program. The annual contribution is projected to decrease 2.0% or \$71,472.

Position Reduction Savings (-\$120,844): Position reduction savings in the amount of \$120,844 related to eliminating two planned vacant positions in Library Services. These reductions are consistent with the implementation of the Essential Library Initiative.

While the previous analysis focused on overall increases in revenue and supported expenditures, the following section focuses on specific position changes included in the FY 2023 Tentative Budget.

### Tentative Staffing Discussion

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 Board's highest priorities. The FY 2023 Tentative Budget continues to build upon this effort, by annually reviewing positions to ensure the organization is optimizing personnel resources. Prior to recommending adding positions to the budget, an organizational review occurs to determine if there are available efficiency measures in the requesting Department including whether other positions, especially vacant positions are still needed. Table #3 reflects the position changes recommended as part of the FY 2023 Budget.

**Table #3: FY 2023 Position Changes**

Division	Change	+/-	(Savings)/Increase
<b>General Revenue Positions</b>			
Public Works (Litter Crew)	Crew Chief I	1.0	\$58,871
	Maintenance Technician	3.0	\$176,613
Financial Stewardship – OMB	Grants Coordinator	1.0	\$79,022
Resource Stewardship/Facilities	Facilities Support Tech IV for Detention Facility	1.0	\$69,582
Human Services and Community Partnerships	Neighborhood Engagement & Community Partnership Manager <i>(to address Food Insecurity)</i>	1.0	\$91,159
Library Services	Vacant Library Services Asst	-2.0	(-\$120,844)
<b>Total General Revenue</b>		<b>5.0</b>	<b>\$354,403</b>
<b>Non-General Revenue Positions</b>			
Tourism	Events and Grant Manager	1.0	\$79,013
	Graphic & Web Design Lead	1.0	\$79,013
Human Services & Community Partnerships	Affordable Housing Coordinator	1.0	\$81,119
EMS	Crew for 24/7 New Ambulance	10.0	\$781,175
EMS	Overtime Off-set		(-\$287,232)
<b>Total Non-General Revenue</b>		<b>13.0</b>	<b>\$733,088</b>
<b>Total All Positions</b>		<b>18.0</b>	

As presented, seven new general revenue positions are recommended, with an off-setting reduction of two positions for a net general revenue increase of five positions. As further discussed, six of these new FTEs are directly related to the newly adopted Leon County FY 2022 - 2026 Strategic Plan. The net fiscal impact of these position changes is \$354,403.

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#### *Public Works*

In support of the Board's approved Strategic Initiative to address roadside litter, the Tentative Budget includes funding for a new litter crew (a Crew Chief I and three Maintenance Technicians). In the past, community service workers assigned by the Courts or through the Sheriff's Office worked on roadside crews supervised by Public Works personnel to pick up litter along County roadways. These programs were greatly reduced as the Courts are now providing alternative diversion programs, an overall reduction in the number of inmates eligible to be released for litter pickup, and the Sheriff eliminating outside work assignments to prevent bringing COVID into the detention center from any offsite work program. For these reasons litter removal from County rights-of-way became more sporadic and decreased drastically.

Dedicating a full-time crew to litter removal ensures that trash is removed from all 519 miles of County maintained right-of-way at regular intervals. This crew is anticipated to remove litter from the right-of-way twice per year. The total operating cost and capital costs of adding the new crew is \$314,528, which includes the four positions, and operating expenses of \$16,204 (e.g., uniforms, fuel, insurance) and the one-time purchase of a crew truck (\$62,840). As specified in the Strategic Plan, the County will continue efforts to further engage neighborhoods, businesses, and civic organizations to also expand the Adopt-A-Road program.

#### *Financial Stewardship*

The Tentative Budget includes the addition of a Grants Coordinator to support the Board's Strategic Initiative:

*(EC1) Maximize the leveraging of the \$1.0 trillion federal infrastructure bill in support of county projects (2022-8).*

In addition to monitoring and identifying Federal infrastructure funding opportunities, this position will pursue other grant opportunities as well as track and report on existing federal grants. To ensure that grant prospects are identified and applied for in a timely manner, this position was approved for advertising in the FY 2022 budget year.

#### *Resource Stewardship*

As part of the FY 2021 budget, Sheriff Detention Facility maintenance staff were transferred to Leon County Government Facilities Management. Based on current and future maintenance needs of the aging facility, the addition of a Facilities Technician IV is recommended in the FY 2023 budget.

#### *Library Services*

As part of the Essential Library Initiative and to enhance customer experience, technology and space innovations are being implemented that allow for a reduction of vacant positions at the Library. For FY 2023, two vacancies at the Library have been eliminated. This reduction off-sets the addition of the Grants Coordinator and Facilities Technician IV.

#### *Tourism*

Two new positions are recommended to ensure that the Division of Tourism continues to provide adequate resources to attract visitors and events to the areas. These positions, an Event and Grants Manager, and a Graphic and Web Design Lead are funded by dedicated bed-tax revenue. The Event and Grants Manager will provide coordination and management of sponsorship opportunities and partnerships related to the expanding number of events managed by the Division of Tourism. The Graphic and Web Design Lead will ensure that relevant and timely content for the website and social media platforms are produced. This position will also assist in increasing the visibility and exposure across all marketing platforms and benefit of the overall marketing of the Tallahassee-Leon County destination.

#### *Human Service and Community Partnership*

The FY 2023 Tentative Budget recommends the addition of an Affordable Housing Coordinator position. Adding this position will allow the Division of Housing Services to provide necessary support for the two new program categories (Homeowner and Renter Development) recently added to the Leon County Housing Assistance Plan (LHAP) in FY 2022, and to ensure audit compliance with the State programs. The addition of the position will be funded with State Housing Initiative Partnership Program (SHIP) funding, which will increase to approximately \$900,000 a year and is expected to remain consistent in outyears due to major changes in statutory minimums awarded to jurisdictions.

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Also, to implement the findings of the food insecurity community meetings that occurred during May 2022, a Neighborhood Engagement & Community Partnership Manager position is recommended. As referenced earlier, this position aligns with the Board's Strategic Initiative to coordinate with Second Harvest and neighborhoods identified in need for additional food resources. In brief, this position will manage the implementation of the immediate actions and proposed recommendations to achieve the solutions identified during the neighborhood food insecurity meetings.

### *Emergency Medical Services:*

Emergency Medical Services (EMS) continues to experience an increase in calls for service which are currently projected to exceed 50,000 in FY 2022; a 13% increase since FY 2020. This call volume is slightly above what other communities of similar size experience. To ensure resources are available for this increased demand, the FY 2023 Tentative Budget recommends adding a full crew to staff a 24/7 ambulance. A full crew consists of 10 FTEs. The additional crew is recommended to maintain current service levels and response times. As referenced earlier, there is a decrease in the EMS overtime budget to assist in funding this new crew.

As discussed in the next section, in addition to new positions, there are several existing positions recommended to be reclassified.

*Recommended Position Reclasses:* As part of the annual budget process, the Office of Human Resources reviews requests for position reclassifications to determine if the position duties have changed or been modified by more than 50%. During the hiring freeze, some existing employee workloads, and duties changed significantly. Table #4 shows ten position reclassifications recommended for FY 2023 with a net fiscal impact of \$41,260.

**Table #4: FY 2023 Position Reclassifications**

Department/Current Position	Recommended Reclasp	Increase*
<b>Public Works</b>		
CAD Technician	Engineering Technician	\$2,401
Crew Chief I	Work Control Coordinator	\$4,493
<b>Resource Stewardship</b>		
Facilities Operations Tech I	Facilities Operations Tech II	\$2,923
<b>Library Services</b>		
Computer Support Technician	Graphics Design Specialist	\$12,123
<b>Human Services &amp; Community Partnership</b>		
Housing Rehab Specialist*	Housing Rehab Specialist	\$2,000
<b>Office of Information Technology</b>		
GIS Technician II	GIS Specialist I	\$3,485
<b>Development Support &amp; Env. Services</b>		
Environmental Compliance Specialist	Sr Environmental Compliance Specialist	\$3,282
Environmental Review Biologist	Sr. Environmental Review Biologist	\$5,433
<b>Emergency Medical Services</b>		
EMS Billing Technician	Quality Assurance Coordinator	\$3,120
EMS Billing Coordinator*	EMS Billing Coordinator	\$2,000
<b>Total</b>		<b>\$41,260</b>

\* Reclasp related to an increase of 50% of more change in job duties with no change in title.

While there are limited new and reclassified positions being requested as part of the FY 2023 Tentative Budget, as discussed in the next section, there are also several pay adjustments recommended for existing staff.

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#### Other Pay Adjustment Items

The Tentative Budget includes several recommendations related to employee pay to ensure Leon County remains an employer of choice, not only in the region, but throughout the state. These pay adjustments, as well as the County's competitive health and benefits package, acknowledge the necessary investment to recruit and retain employees. The pay adjustments include:

- \$549,549 to implement a pay compensation study which ensures salaries remain competitive with the current job market;
- Minimum salary of \$15/hour for all positions; and
- A 5% raise for all Board and Constitutional employees.

Specifically, to remain competitive with the current job market, the County engaged Evergreen Solutions, LLC to perform a compensation study. Evergreen Solutions, LLC is an industry leader throughout the country in performing compensation studies. They also recently completed a study for the Leon County Sheriff's Office and the Clerk and Comptroller. The compensation study compared Leon County pay to over 17 governmental organizations throughout the State of Florida. To ensure the County maintains a competitive pay plan, Evergreen Solutions LLC recommended the County implement a revised pay plan which adjusts the pay grades to the market.

In implementing the new plan, all County employee's pay currently below market value will be increased to equal market value. Employees pay currently exceeding market value will not be changed because of the study. In total, the cost to implement the study is \$549,549, and is included in the Tentative Budget. Importantly, most of the pay increases (almost 87% or \$438,010) will go to the County's lower paid employees making less than \$19.00/hour. Of this amount, almost \$98,263 will go to the county's lowest paid employees and ensures all County employees earn at minimum \$15.00/hour.

In addition to implementing the study, and consistent with previous budget cycles, the tentative budget includes funding to support 5% pay raises for all Board and Constitutional employees. Over the past two years, while revenues were declining, Leon County continued to recognize the critical work of employees during the pandemic by continuing to provide performance pay raises.

As discussed, the pay study establishes the minimum entry level salary for Leon County as \$15/hour. During last year's budget process, the Board approved incrementally achieving this \$15/hour pay rate by increasing the minimum rate to \$14/hour in FY 2022. By moving to \$15/hour in FY 2023, the County has exceeded the state constitutional mandate of reaching \$15/hour by September 30, 2026.

Since the adoption of a \$12/hour living wage in FY 2018, an annual review of the Massachusetts Institute of Technology (MIT) living wage calculator for Leon County has been presented as part of the budget development process. Subsequently, the MIT living wage for Leon County increased each year (\$11.45 in 2019, and \$11.91 in 2020) but it remained below the established Leon County \$12/hour living wage.

During last year's budget process, the MIT calculator reflected Leon County's living wage increasing to \$13.98. This large jump reflected the addition of two new components to the living wage calculation: the cost of social engagement and the cost of broadband. The Board implemented a \$14/hour living wage for FY 2022 and directed a proposed \$15/hour be considered as part of the FY 2023 budget process.

The new pay plan implements a new minimum wage of \$15/hour four years prior to the state requirement to reach this minimum level. In addition, the budget includes funding to implement the recent pay study ensuring Leon County salaries are competitive with the market and provides funding for performance raises for all employees. However, largely due to increased consumer inflation, the MIT living wage calculator currently reflects a living wage for Leon County residents at \$16.18/hour in 2022. However, based on current Federal Reserve Policy to bring inflation down through increasing interest rates, inflation is not expected to be permanent. Therefore, this item does not recommend using the MIT living wage for FY 2023 or in future budget cycles.

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In addition to position adjustments for Leon County Government, the FY 2023 Tentative Budget also includes recommendations from the Constitutional Officers for a limited number of new positions.

#### *Constitutional Position Changes*

To accommodate on-going election law changes, the Supervisor of Elections has requested the addition of 1.0 Voter Operations Technician. In addition, in accordance with the County's statutory obligations to provide technology support to the Courts, the budget includes funding for 1.0 additional IT Technical Support position within the Courts.

Transitioning from specific programmatic expenditures and position expenditures, the following section provides an overview of Fund Balances.

#### **Fund Balances**

Consistent with best governmental financial practices, Leon County Policy 07-2 "Reserves" establishes fund balance policy levels sufficient for cash flow and emergency purposes. As property tax revenues are received 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 to cover payroll and required budget transfers to the Constitutional Officers.

As recognized by bond rating agencies like Fitch and Moody's, sufficient fund balances are considered a sign of fiscal stability and influence bond ratings. In addition, as noted in Policy 07-2, the use of fund balance more than the 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.

Even with the continued economic uncertainty surrounding COVID, due to long-term fiscal planning, before and during this unparalleled challenge, Leon County government has maintained its fiscal viability. As recognized by Moody's Investor Service in its most recent February 5, 2021 annual release, Leon maintained a Aa2 credit rating, and did "not see any material immediate credit risk to the County."

#### **General Fund**

Due to the proposed use of ARPA funding, increased property tax revenue and constraining expenditures to the greatest extent possible the use of general fund balance for FY 2023 is \$1.25 million, an increase of \$445,773 from FY 2022 but less than the \$1.76 million originally planned in conjunction with the adoption of the FY 2022 budget.

The reduction from the planned use of fund balance will allow for the continued replenishment of general revenue reserves, which can be used for emergencies such as hurricanes and future capital projects. Increasing the reserves will also allow Leon County to continue to receive high financial ratings from Moody's and Fitch. Comparatively, Leon County used \$5.0 in fund balance in FY 2013 to support the budget and manage the impacts of the Great Recession.

The County's general revenue fund balances grow at a rate of \$3 to \$4 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, \$3 to \$4 million has not been an unreasonable amount to budget given the constraints placed on County resources. However, when this level of fund balance is used to offset the operating budget, fund balances do not grow year over year, but rather stay at the same level. When fund balance use is reduced (like during the current budget process), fund balances can start to grow. When the fund balances can grow, they accumulate, and can be used as part of a "fund balance sweep" to fund one-time capital projects (i.e., Consolidated Dispatch Center and Branch Libraries). Alternatively, without general fund balance accumulation, the County would need to consider issuing debt to support future capital project needs.

Increasing the use of the general fund balance annually is an unsustainable practice. If the use of fund balance grew by only \$2 million each year (e.g., \$2.8 million FY 2024, \$4.8 million FY 2025, \$6.8 million, etc.), it would only take four or five years to deplete the entire fund balance. This occurs because the use rate would be much higher than the replenishment rate. This practice would further diminish the County's ability to provide fund balances for future capital projects or to maintain the

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catastrophe reserves, which were used in three consecutive years to fund the debris removal related to Hurricanes Hermine, Irma, and Michael. Last year these reserves were used to mitigate the impacts of COVID on the community by purchasing personal protective equipment and emergency overtime staffing.

#### Other Operating Budget Fund Balance Use

As discussed in the preceding revenue and expenditure section, based on current revenue and expenditure forecasts, the FY 2023 Budget appropriates fund balance in two special revenue funds that receive general revenue support, the Development Service & Environmental Management (DSEM) Fund and Transportation Trust Fund. The use of \$500,000 of DSEM dedicated fund balance mitigates the amount of general revenue support required for this fund. In addition, the appropriation of \$1.25 million of Transportation Trust fund balance allows for continued capital funding of sidewalk and roadway stormwater projects.

Funds entirely supported by fee revenue that do not receive general revenue support sometimes use accumulated fund balances to support special projects or continued operations from balances accumulated in previous years. These fund types include court related functions and Building Inspection.

Due to revenue declines in traffic citations, the Judicial funds (e.g., Teen Court and Judicial Programs) will use available fund balances totaling \$196,869 to continue to support their operations. Also, to ensure Building Inspection continues to provide prompt permitting services, it is recommended to use \$470,642 in available Building Inspection fund balance. Like DSEM, after several years of increased construction activity, permitting levels are ebbing to a more consistent level. Building fund balances are available due to increased revenues generated during the recent robust construction market.

#### Tourism Fund Balance Use

The FY 2023 Budget also recommends the appropriation of \$253,645 in available fund balance. This funding will cover one-time expenses related to marketing and hosting the 2024 Leon County bicentennial celebration, and off-set the costs of hosting cross-country, football championships and beach volleyball events. Fund balances are available due to the rapid and steady increase in Leon County tourism during the COVID economic recovery, and constraining Tourism expenses during COVID. The Board also allocated \$750,000 in ARPA funds for marketing Leon County as a tourism destination rather than relying on fund balance.

Transitioning from the analysis on fund balance usage, the following section provides an overview of the tentative capital program.

#### Capital Program

Each fiscal year, pursuant to Florida Statutes and County policy, the County is required to adopt a five-year capital improvement plan. The capital improvement budget, the first year of the five-year plan, is how the County funds and maintains core infrastructure, including road resurfacing, stormwater facilities, parks and greenways, technology infrastructure and upgrades to the detention facility. In addition, the capital budget includes new infrastructure projects such as the construction of new park facilities, major building improvements and vehicles.

The capital budget differs from the operating budget in that expenses are one-time in nature, or an asset such as a vehicle or heavy equipment to be used over an extended period. The operating budget covers recurring annual expenses such as personnel costs, and the funding of day-to-day operating services. Capital budgets, however, can impact the operating budget as a new facility may require additional personnel for operation and maintenance, such as the routine mowing of a new park or the custodial needs and utilities to support a new building.

#### General Infrastructure Maintenance

To provide adequate funding to the capital program, annual recurring general revenue should be between \$12.0 to \$16.0 million to support the outyear capital program; this amount continues to increase as construction inflation grows. Following the “Great Recession”, the County took deliberate action over several years and increased the general revenue support for capital to \$7.3 million by FY 2020. However, because of the pandemic and the associated negative fiscal impacts, the general



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revenue support was reduced in FY 2021 and FY 2022 to \$5.0 million. In the FY 2022 budget, ARPA funding was also used to support the capital program. This allowed general revenue support to remain at \$5.0 million. If not for the ARPA funding, the capital program funding would have been reduced and projects eliminated or deferred.

The Board approved ARPA plan allocated \$6.16 million in funding to support the FY 2023 capital program. Without the availability of the ARPA funding in FY 2023, capital projects would have again been recommended for elimination or deferral. To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$5.84 million in planned ARPA funding was appropriated in FY 2022. This funding will support the purchase of County vehicles and heavy equipment, Detention Facility improvements, and the Essential Library Initiative.

#### *Essential Libraries Initiative*

As part of the Essential Library Initiative, a process of re-envisioning of the Leon County Public Library System to address the changing needs of residents and trends in library use occurred. Recognizing that libraries are no longer book warehouses but critical social infrastructure integral to a community's resilience and well-being, the Board approved a plan to implement the Essential Libraries Initiative (ELI) as a part of the FY 2022 Budget and allocated an initial \$400,000 for capital improvements.

New and enhanced programming and services such as the Career Online High School, the Library of Things, and the Artists and Autism exhibit launched in FY 2022 to support the ELI's four focus areas: (1) Literacy and Lifelong Learning; (2) Business and Workforce Development; (3) Civic and Community Engagement; and (4) Arts and Humanities. Funds allocated for capital improvement were used for architectural services to develop a facilities improvement plan for the main library and to construct the Fort Braden History Walk to enhance the use of outdoor spaces surrounding the Fort Braden Library and Community Center. To continue support and implementation of this initiative, \$1.0 million was appropriated during FY 2022 from dedicated ARPA funding. Including the \$400,000 budgeted last year, \$2.6 million has been allocated to fund the transformation of the Main Library through FY 2027.

#### *Transportation*

The transportation capital program continues to focus on repaving, sidewalks, and maintaining the transportation stormwater system. In addition, funding is included for the replacement of heavy equipment that has reached its end-of-life. Due to the impacts of COVID, some heavy equipment replacement (dump trucks) was deferred. Due to the short supply and lead time to acquire heavy equipment, and to ensure heavy equipment arrives in FY 2023, \$1.1 million in available capital transportation fund balance was appropriated in FY 2022.

#### *Emergency Medical Services Ambulances*

Eight ambulances are scheduled for purchase in FY 2023 at a cost of \$2.4 million. These include seven planned replacement units with high mileage and extended idling times, and a new ambulance for the recommended new crew. The current manufacturing process for ordering new ambulances required the County to provide a notice of intent to purchase ambulances by July 2022 to receive the ambulances in approximately one year. Normally, EMS does not order ambulances until the adopted budget goes into effect on October 1. To ensure that the County receives the ambulances in FY 2023, EMS fund balance was appropriated in FY 2022.

#### *Livable Infrastructure for Everyone (LIFE) Program*

In January of FY 2020, Leon County began collecting its share of the Blueprint 2020 sales tax extension. A new component of the sales tax is the two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). Annually, the Board considers a five-year L.I.F.E Program schedule during the budget process. The schedule continues to implement previous Board direction on the allocation of these funds.

The following section provides information regarding several other budget considerations and updates related to the FY 2023 Tentative Budget, as well as long term fiscal planning for the County.

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### Other Budget Considerations

#### Fire Services

Through an Interlocal Agreement with the City of Tallahassee, the City provides fire services in the unincorporated area of the County. Since FY 2010, the County and City funded fire services from fees charged to residential, commercial, industrial/warehouse, and government properties. These fees are established by a legally defensible joint rate study conducted by an independent consultant that provides for level fire service fees over a five-year period. Since the inception of fire service fees, the rate has been increased once (FY 2017) in the unincorporated area. Due to increasing costs at the City Fire Department, current rates charged in the unincorporated area do not cover the actual costs of fire services.

To ensure that fire services in the unincorporated areas of the County are properly funded, and to delay increasing fees to unincorporated area residents, the multi-year fiscal plan approved by the Board at the April 23, 2019 budget workshop planned for the transfer of \$1.4 million in FY 2022 and \$1.6 million in FY 2023 in general revenue to fund fire services in the unincorporated area of the County. These funds were available from debt service savings related to the final payment of a bank loan in FY 2021.

As part of the development of the FY 2022 budget, the Board authorized the County Administrator to negotiate an amended Fire Service Interlocal Agreement to allow additional payments to the City in FY 2022 and FY 2023, to cover increased expenses, and initiate a new Fire Service Fees Study. The results of the fee study, which recently started, will be presented to the Board for consideration as part of the FY 2024 budget process.

The results of the Fire Services Fee study will be presented to the Board early in the FY 2024 budget process to consider rates that could be charged over the next five years. These new fees would be used to eliminate the general revenue subsidy for fire services in the unincorporated area. While general revenue has been used to delay increasing fees in the past, the establishment of the fees for FY 2010 were intended to cover the entire cost to provide fire services in the unincorporated area.

#### CARES/ ERA /ARPA

The following provides an update on the Federal CARES/ERA/ARPA funding allocated to Leon County.

In addressing the pandemic over the past two years, Leon County has provided \$141.59 million via the Federal CARES, ARPA and ERA funding to support the community and provide relief to thousands of residents most in need through rental and utility assistance, non-profit grant programs, business assistance grants, and establishing minority/women loan programs. Leon County has been a leader not only in Florida, but in the nation, in being recognized for establishing best practices and in disbursing funds quickly when the assistance was needed the most.

At the July 14, 2020 Budget Workshop, the Board approved the “Leon CARES” expenditure plan to distribute the County’s \$51.2 million Coronavirus Relief Funds (CRF) allocation through a variety of partnerships and direct assistance programs which included programs to address critical public health needs, housing and utility assistance, small business assistance, food insecurity, childcare assistance, support for mental health and homelessness services and more. The quick and successful implementation of the Leon CARES plan positioned the County to receive an additional \$11.0 million allocation from the Florida Housing Finance Corporation, which allowed the County to aid thousands of more individuals, families, and local businesses in the community.

At the January 26, 2021, and July 13, 2021 meetings, the Board accepted Leon County’s allocation of \$8.9 million in Emergency Rental Assistance 1 (ERA) and \$10.8 million ERA2 program funding, respectively. From this \$19.7 million in funding, the Board approved establishing programs to provide rent and utility assistance to low-income individuals. The quick implementation and distribution of the ERA program funds, allowed Leon County to apply to Treasury for ERA recapture funds (funds not allocated or spent by other jurisdictions in the required timeframe). Based on the community needs, Leon County applied for an additional \$11.0 million in ERA1 funding. Based on the return of funds from other jurisdictions

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Treasury has provided Leon County an additional \$2.2 million. Currently, Treasury is reviewing parameters regarding the redistribution of unallocated ERA2 program funds and is expected to release the criteria later this year.

At the May 25, 2021 Budget Workshop, the Board approved Leon County's expenditure plan for the County's \$57 million allocation from the Coronavirus State and Local Fiscal Recovery Funds under the ARPA. The plan supports the community's economic recovery by mitigating the significant revenue impacts incurred by the County as a result of the COVID-19 pandemic; by providing funding to address the community's specific recovery needs in the areas of nonprofit and human service assistance, public health support, and targeted support for the local business community; and by leveraging local and state funding to complete major wastewater infrastructure projects which have been impacted by a significant increase in construction costs. To meet the community's remaining recovery needs most efficiently, the expenditure plan contemplated a partnership with the City of Tallahassee to jointly fund several of the programs and initiatives included in the plan on a county-wide basis. Several of the programs and initiatives are currently on-going.

In addition to providing direct assistance to residents and businesses, the County also incurred significant expenditures in providing Emergency Medical Services (EMS) during the height of the pandemic. Under Treasury Rules, Leon County was eligible to utilize a portion of the CARES funding to pay for certain EMS salary expenditures. Based on a final accounting of CARES funding, Leon County has approximately \$2.8 million in funding that is recommended to be transferred to the EMS special revenue fund to offset these previous expenditures. As discussed in more detail in the EMS section of the overview, allocating these funds to EMS will assist the County in deferring the need to increase other revenues (i.e., EMS MSTU property tax or additional general revenue support).

#### Long Term Fiscal Planning for EMS

Leon County provides Emergency Medical Services (EMS) throughout the entire county. These services include both basic life support (BLS) and advanced life support (ALS). For accounting purposes, EMS is established as a special revenue fund which ensures that dedicated EMS revenues are only paying for EMS expenditures. The services are paid for through a combination of fees for service, EMS MSTU (0.5 mil property tax), general revenue support and EMS fund balances.

At the FY 2015 budget workshop held on June 14, 2014, an update was provided to the Board discussing the long-term plan for funding of EMS. At that time, the EMS special revenue fund had fund balances more than the policy requirements, thereby allowing fund balances to be drawn down overtime to offset increasing costs. Beginning in FY 2015, the County began utilizing these fund balances as part of the annual budget process. This planned use of fund balance delayed the need to consider increasing the EMS millage rate or EMS fees.

To further delay this need, at the FY 2020 Budget Workshop held on April 23, 2019, the Board approved a multi-year fiscal plan to use a portion of debt service savings to pay for EMS services. This plan contemplated the transfer up to \$2.0 million annually to the EMS fund. For FY 2023, a transfer of \$1.9 million of these debt service savings is proposed. The multi-year plan for this additional general revenue transfer was to provide financial stability for EMS for several years, and if the demand for services continued to grow, additional funding for EMS would be addressed in future budget cycles.

Based on current projections, there is sufficient fund balance for the FY 2023 budget to assist with funding EMS operations. To avoid a millage rate or ambulance fee increase, the reimbursement of CARES funds previously discussed, provides additional funds for at least one more fiscal year (FY 2024). However, expenditures are projected to continue to increase faster than revenue growth. This is a result of medical inflation rising, increased call volume requiring additional crews, and salary and wage increases for paramedics and EMTs. Therefore, while the consideration to increase fees/property taxes can be delayed, a future budget discussion will be presented to address a long-term EMS fiscal plan during the FY 2024 budget process. This discussion item will evaluate projected cost increases to support EMS and the associated revenue options available to fund these costs. Revenue options may include consideration to increase the EMS millage rate, which has remained unchanged since the implementation of the program in 2005 and/or adjusting EMS transport fees.

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#### Conclusion

Due to a long history of rigorous fiscal planning, Leon County has been able to continue to provide high quality essential services, while perennially being one of the most efficient and affordable county governments in Florida. By reducing spending at the beginning of the pandemic, constraining budget growth in previous budgets, and the targeted and intentional use of Federal ARPA funding, the County is positioned to consider an FY 2023 budget with no millage rate or fee increases of any kind; the addition of five net general revenue positions to implement Board Strategic Priorities and Initiatives; reduced use of fund balances; restoring reserves; maintaining high quality service delivery; maintaining strategic, long term investments in infrastructure; ensuring a high performing workforce with fair pay and equitable practices; and continuing to invest in making the community stronger by leveraging partnerships and supporting those most in need.

While the economy is recovering more quickly than after the Great Recession, a full recovery is not anticipated until 2023. Additionally, the sudden and persistent rise in inflation has added additional stresses on the economy, including local government. Through best fiscal practices, the County's strong financial foundation was established over many previous budget cycles by using budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency. During previous recessions and downturns in the economy, the County maintained fees and passed on significant property tax savings to citizens. Similarly, the FY 2023 Tentative Budget does not include any millage rate or fee rate increases.

In the same way the County came out of the Great Recession, the County again is addressing significant fiscal issues in a deliberate and fiscally constrained manner. It bears repeating that these recommended actions provide the necessary resources to continue maintaining the County as a financially viable organization with the ability to withstand the impacts and rebound from the COVID-19 pandemic and the current inflation that is adding more pressures to local government expenses, especially related to fuel and the cost of capital projects.

Even with the continued economic uncertainty surrounding COVID, due to this long-term fiscal planning, before and during this unparalleled challenge, Leon County Government's fiscal resilience has not gone unrecognized. As acknowledged by Moody's Investor Service in its most recent annual release, Leon County maintained a Aa2 credit rating while many other state and local governments experienced a volatility in credit ratings.

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

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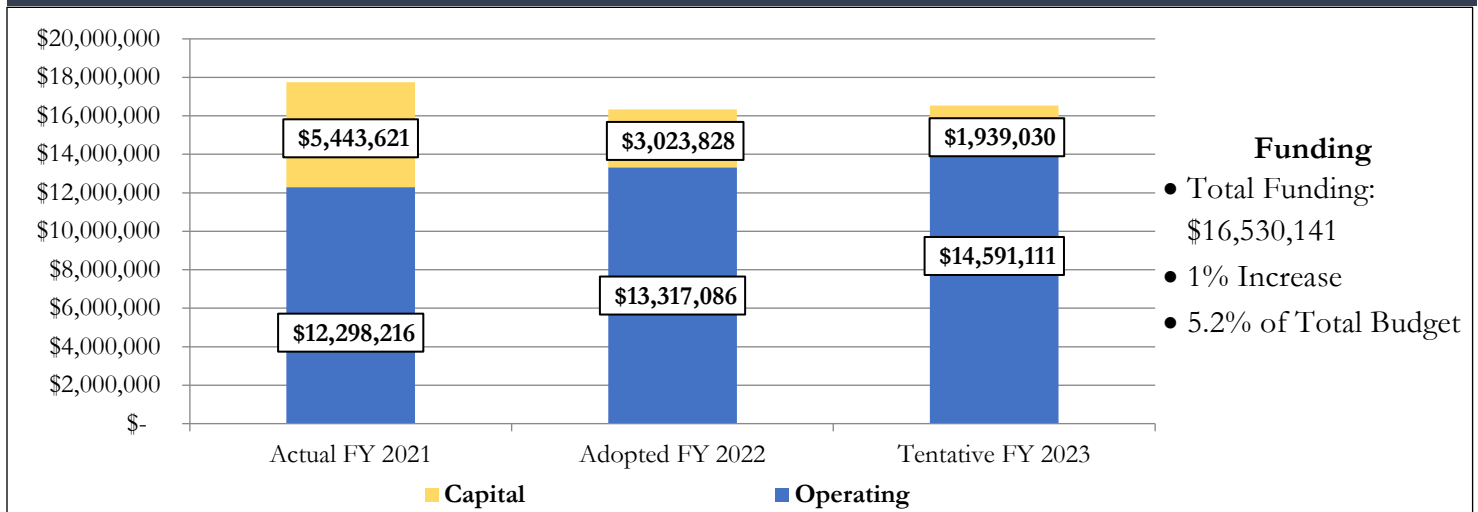
### Culture & Recreation

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:** Served over 920,000 customers through the Library System and managed nearly 1,130,000 checked out materials in FY 21, including print, DVD, audio, e-books, computers and more.



Culture & Recreation Funding FY 2021 thru FY 2023



### FY 2023 Culture & Recreation Highlights

- \$1.0 million in American Rescue Plan Act (ARPA) funding was advanced funded in FY 2022 in support of the Essential Libraries Initiative for capital improvements at the Main Library.
- \$725,000 for Parks and Greenways Capital Maintenance.
- \$611,000 for playground equipment replacements.
- \$185,000 from Livable Infrastructure for Everyone (L.I.F.E) funding for boat landing upgrades.
- \$100,000 for improvements at Apalachee Regional Park.
- \$318,030 in capital funding for Library technology, including public computers, security cameras and radio frequency identification (RFID) equipment leases.

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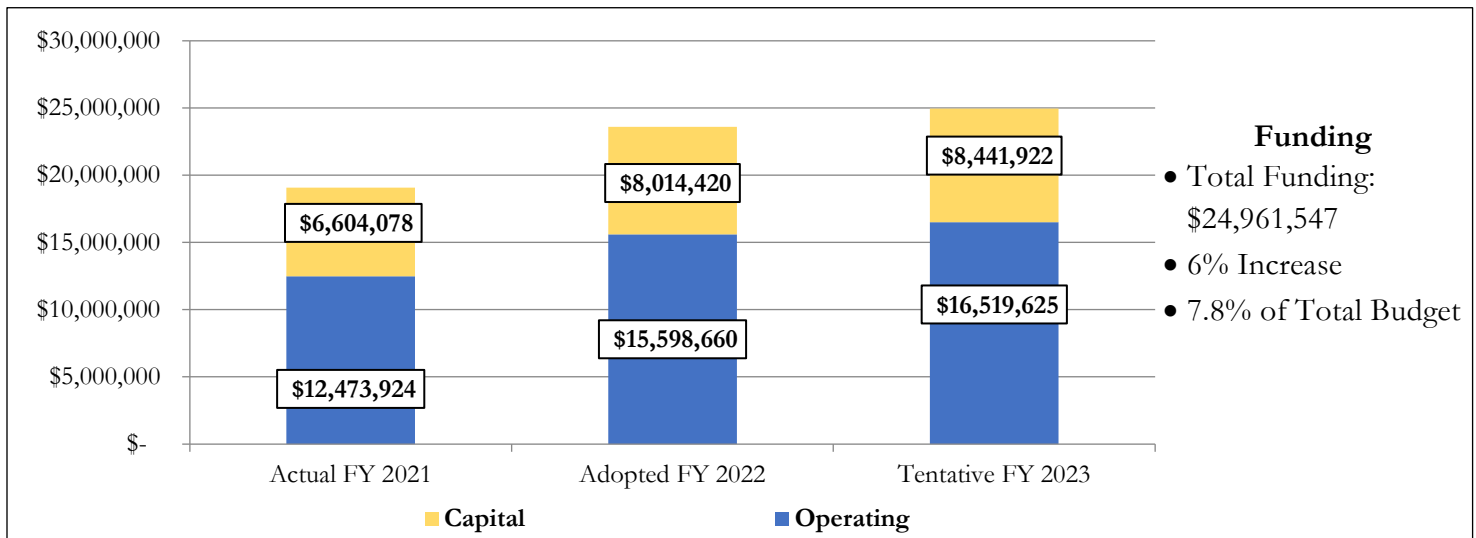
### Transportation

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

**County Fact:** Responded to more than 10,200 requests for services via email, telephone, personal contacts and the Citizens Connect mobile app.



Transportation Funding FY 2021 thru FY 2023



### FY 2023 Transportation Highlights

- \$4.35 million for resurfacing portions of the County’s arterial/collector and local roads system.
- \$135,200 for refurbishing pavement markings on the County’s arterial/collector road system.
- \$2.67 million for the Sidewalk Program in the unincorporated areas of the county.
- \$125,000 in Livable Infrastructure for Everyone (L.I.F.E.) funding to support the County’s Street Lighting Program and \$100,000 for Rural Road Safety Stabilization in the unincorporated area.
- Added a new four person Litter Crew to enhance roadside litter debris removal.
- \$1.08 million for Public Works vehicle and equipment replacements was advanced funded in FY 2022 due to national supply shortages.

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### Public Safety

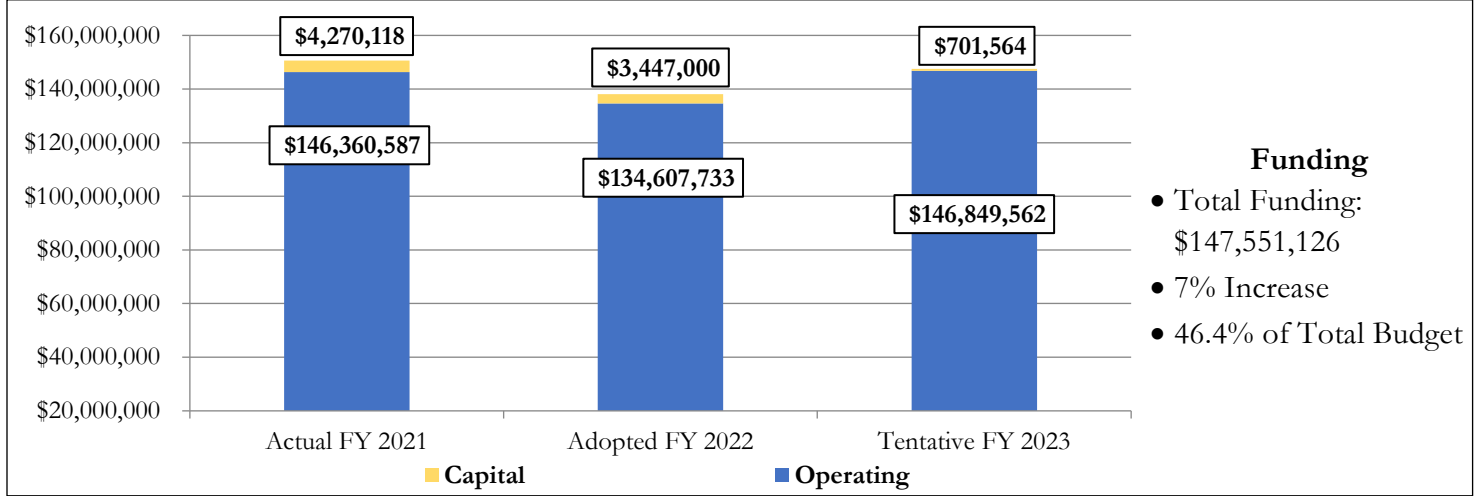
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

- 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:** Over 15,000 citizens have been trained in CPR and cardiac defibrillator training since EMS began hosting Press the Chest events in 2010.

### Public Safety Funding FY 2021 thru FY 2023



- Funding**
- Total Funding: \$147,551,126
  - 7% Increase
  - 46.4% of Total Budget

### FY 2023 Public Safety Highlights

- 67% of the total FY 2023 Public Safety budget is allocated in support of Leon County Sheriff operations, including \$53.4 million for Sheriff Law Enforcement and \$45.2 million for Detention/Corrections. The budget includes competitive pay adjustments between Detention and Law Enforcement as well as increases the starting pay for sworn staff to \$50,000.
- Emergency Management (\$1,681,208).
- \$200,000 for a Detention Alternatives and Detention Center Space Analysis, to include options for more diversion programs that could further reduce the average daily inmate population.
- \$6.26 million in capital funding (\$3.62 million for Sheriff facilities, and \$2.64 for EMS ambulances) was advanced funded in FY 2022 to ensure projects are not delayed in FY 2023 due to supply chain issues with vehicles and construction facilities.
- \$26.7 million for Emergency Medical Services, including funding for a new full time (24/7) crew to maintain current service levels and ensure adequate resources are available for increased demand.



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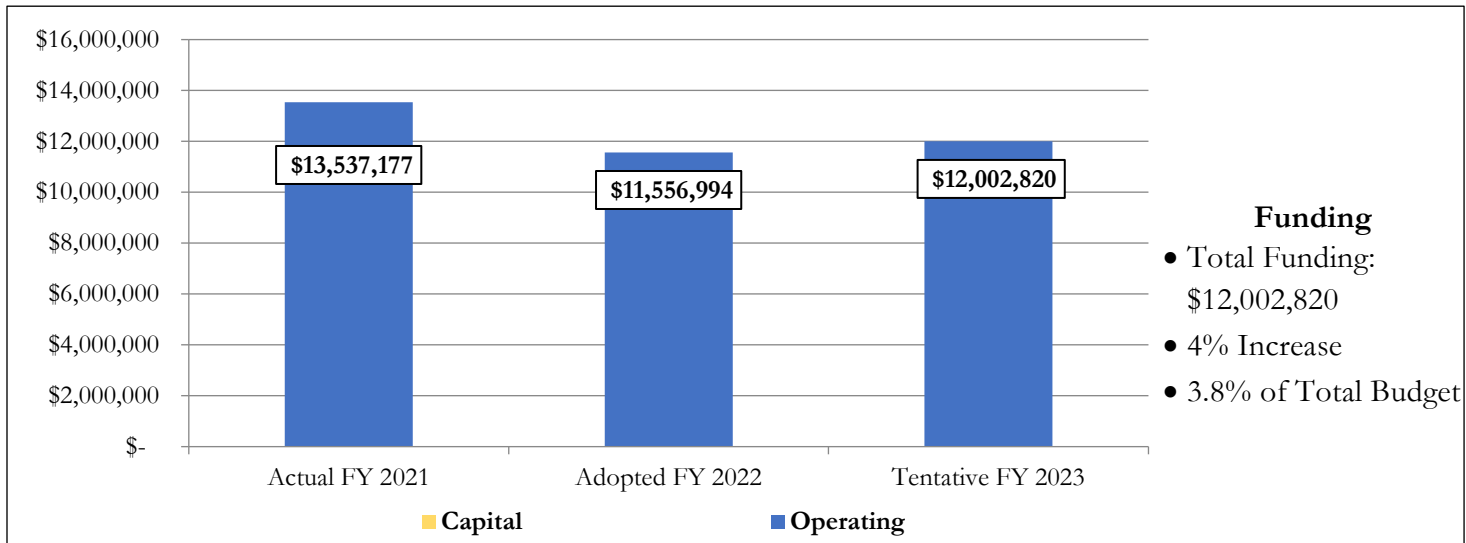
### Human Services

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

**County Fact:** Contributed \$1,323,768 to help fund more than 6,800 visits for primary care, dental care and mental health services for uninsured and low-income residents at Neighborhood Medical Center, Bond Community Health Center and Apalachee Center.



### Human Services Funding FY 2021 thru FY 2023



### FY 2023 Human Services Highlights

- To address food insecurity, \$60,000 is included to support a one-time contribution to Second Harvest for the purchase of a mobile food pantry vehicle; and funding for a new Neighborhood Engagement & Community Partnerships Manager to work closely with local non-profits to further engage and educate neighborhoods on available resources in the community.
- \$1,833,820 in continued support of Primary Health Care.
- \$839,296 for the Medical Examiner contract, a \$194,200 increase; and an additional \$92,030 in operating expenses for morgue equipment, security, etc.
- \$253,709 in support of the Health Department.
- \$3.09 million for the continued support of Medicaid.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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### Physical Environment

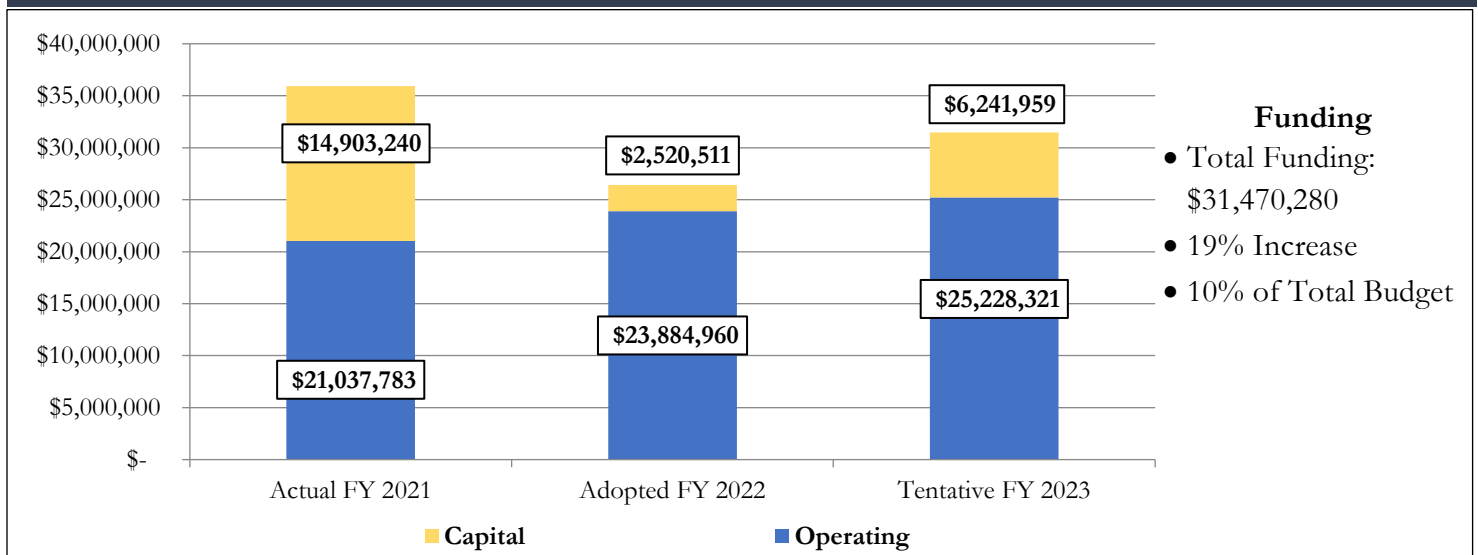
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

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



**County Fact:** Development Services reviewed and approved 57 site and development plan applications, 82 minor subdivision applications, 1,875 land use compliance applications and issued 30 concurrency certificates and 228 permitted use verifications.

Physical Environment Funding FY 2021 thru FY 2023



- Funding**
- Total Funding: \$31,470,280
  - 19% Increase
  - 10% of Total Budget

### FY 2023 Physical Environment Highlights

- \$500,000 for Transfer Station Heavy Equipment Replacement.
- \$468,000 for Stormwater Vehicle and Equipment replacement.
- \$478,515 in continued funding in support of Cooperative Extension.
- \$1,088,000 for preventative maintenance for stormwater infrastructure throughout the County.
- \$298,500 for the Geographic Information Systems (GIS) Basemap Update.
- \$400,000 in local grant match funding in support of a \$1.6 Federal appropriation for the Lake Henrietta stormwater project.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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### Economic Environment

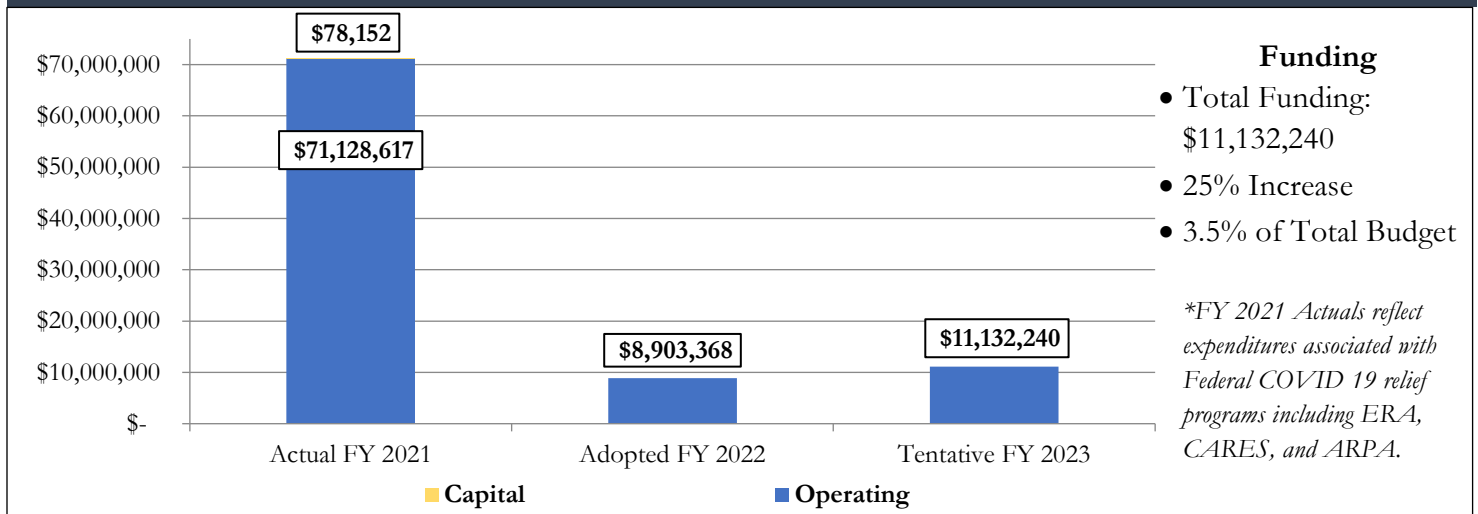
A broad range of services provided by Leon County designed to develop and improve the economic condition of the community and its citizens, including:

- Leon County’s Division of Tourism;
- PLACE;
- Office of Economic Vitality;
- Veterans Services;
- Housing Services; and
- Community Redevelopment Areas (Frenchtown and Downtown).



**County Fact:** To address the pandemic, provided \$141.59 million via the Federal CARES, ARPA, and ERA funding to support the community and provide relief to thousands of residents most in need through rental/utility assistance, non-profit grant programs, and business assistance grants and loan programs.

### Economic Environment Funding FY 2021 thru FY 2023



### FY 2023 Economic Environment Highlights

- Tourist Development Tax (TDT) revenue is projected to be \$1.31 million per penny in FY 2023, a 29% increase from the \$1.01 million projected in FY 2022. As tourism travel returns to normal levels of activity, the FY 2023 budget reflects the restoration of many of the COVID related budget reductions for marketing and advertising activities and Signature and Legacy Event grant funding.
- Allocated \$100,000 in Tourism funding for marketing, planning, and hosting the Leon County/Tallahassee bicentennial celebration in FY 2024.
- FY 2023 payments to the Community Redevelopment Agency increased to \$4,054,510. The Frenchtown District increased by 12% while the Downtown District increased by 8.2%.
- \$387,955 for continued funding for the Veteran’s program.

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### Court Related Services

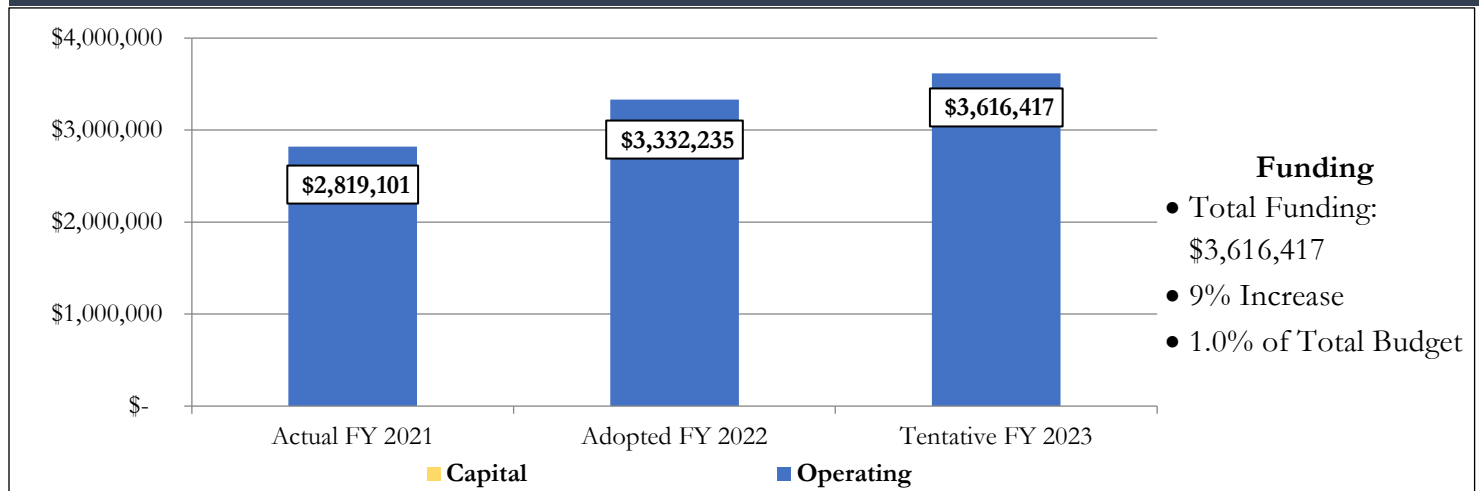
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

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

**County Fact:** In FY 2021, the Guardian Ad Litem program represented 656 Leon County children in court proceedings.



### Court Services Funding FY 2021 thru FY 2023



### FY 2023 Court Services Highlights

- \$1,330,908 in funding for the state Juvenile Justice detention payment, an increase of \$41,000.
- \$234,360 for technology for the State Attorney and Public Defender.
- \$131,320 for courtroom technology and \$64,017 for an additional IT Technical Support position to support the Court system.
- \$60,000 for courtroom minor renovations.
- \$35,000 for Courthouse security.
- \$50,000 for the initial planning for the Justice Information System (JIS) Upgrade.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- The actuals and budgets do not reflect all costs related to Article V, which was \$9.06 million in FY 2021. Costs related to facilities, communications, and information technology are budgeted separately in Facilities Management and the Office of Information Technology's operating and capital budgets.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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### General Government

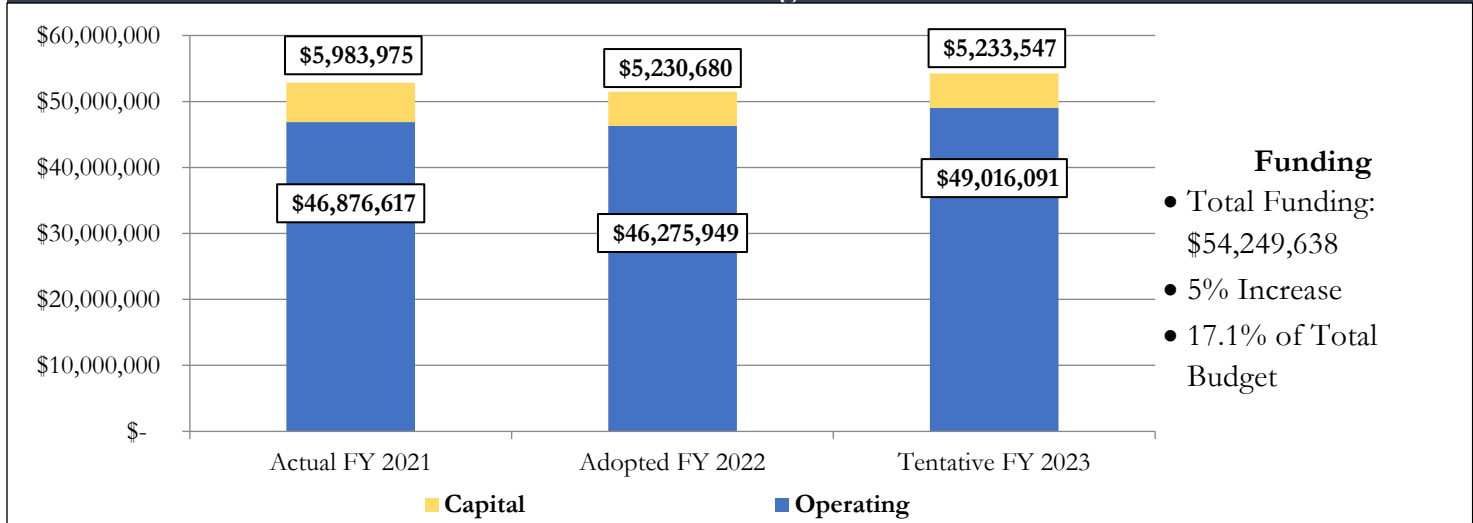
A broad range of services associated with operating the Leon County government, including:

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



**County Fact:** The Facilities Management Division provides professional maintenance services for 2,022,992 square feet of County owned facilities annually.

General Government Funding FY 2021 thru FY 2023



### FY 2023 General Government Highlights

- \$19,940,432 in support of Constitutional Officers including: Property Appraiser (\$5,980,519); Tax Collector (\$6,445,377); and the Supervisor of Elections (\$4,728,975), which includes \$58,019 for a new Voting Operations Technician position to accommodate ongoing election law changes.
- \$1,533,190 for building mechanical repairs and replacements, and roofing repairs and replacements.
- Due to national supply shortages with vehicles, \$1.22 million in American Rescue Plan Act (ARPA) funding was advanced funded in FY 2022 for general vehicle and equipment replacements.
- \$550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- \$438,060 in building infrastructure improvements.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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### Other Expenses & Debt Service

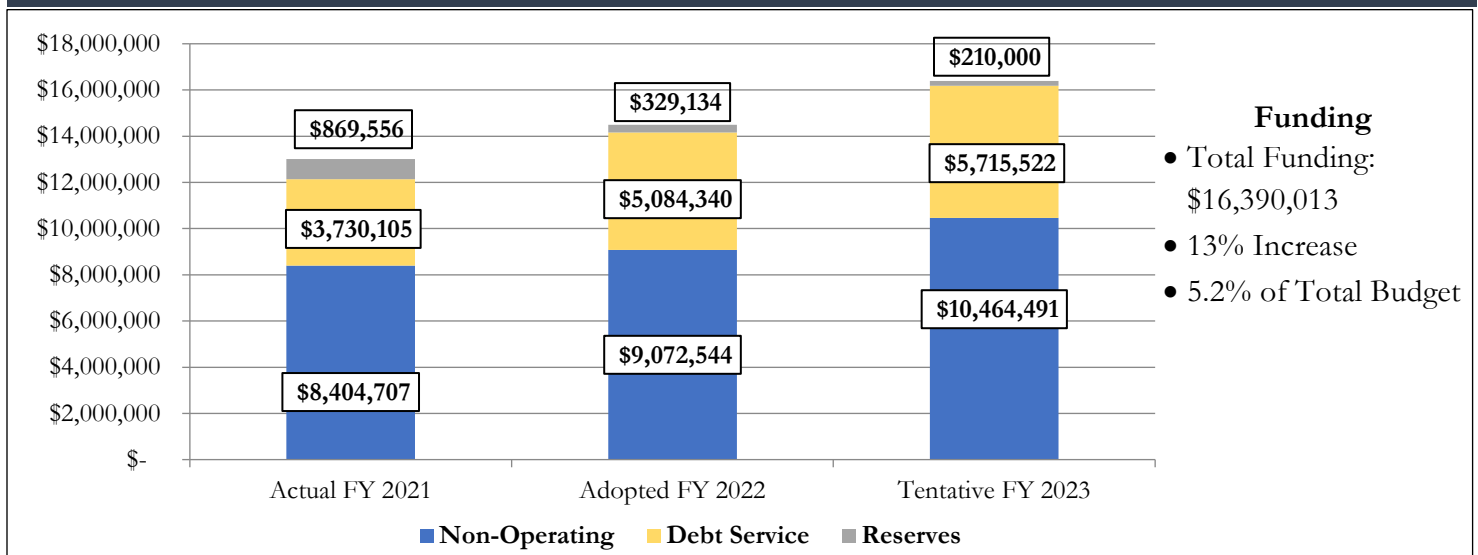
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

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



**County Fact:** Leon County, when compared to other liked sized counties in the state, has the lowest net operating budget.

### Non-Operating & Debt Service Funding FY 2021 thru FY 2023



### FY 2023 Debt Service/Reserves Highlights

The various Debt Service Funds were established to account for the debt service associated with bonds issued by the County, which includes annual principal and interest payments. When financially advantageous, the County has historically taken advantage of low interest loans to fund items such as major repairs and renovations and property acquisitions.

In FY 2023, Leon County budgeted \$5,715,522 for debt service, a 44% increase from the FY 2022 budget. The increase is attributed to a \$3.35 million loan for the replacement of the 800 MHz radios for the Sheriff's Office, EMS, Animal Control, and the Volunteer Fire Departments. Leon County budgeted \$210,000 for reserves in FY 2023 to account for unforeseeable events and/or changes in market conditions such as rising fuel and energy costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Monthly Costs for Government Services: 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 2023 average taxable value<sup>1</sup> (\$144,249) of an average assessed<sup>2</sup> home (\$194,249) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

Services	FY 2023 Ad Valorem Tax Bill \$1,271	FY 2023 Monthly Cost	FY 2023 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	341.90	28.49	26.90%
Sheriff - Corrections	260.86	21.74	20.52%
Emergency Medical Services	83.56	6.96	6.57%
Facilities Management	70.24	5.85	5.53%
Health & Human Services	61.13	5.09	4.81%
Capital Improvement	45.80	3.82	3.60%
Library Services	43.05	3.59	3.39%
Management Information Services	41.14	3.43	3.24%
Tax Collector	38.83	3.24	3.06%
Property Appraiser	38.32	3.19	3.02%
Other Non-Operating/Communications	34.58	2.88	2.72%
Other Criminal Justice (Probation, DJJ, Diversion)	33.34	2.78	2.62%
Supervisor of Elections	30.60	2.55	2.41%
Community Redevelopment - Payment	25.98	2.17	2.04%
Administrative Services <sup>3</sup>	20.32	1.69	1.60%
Veterans, Volunteer, Planning, Economic Development	15.53	1.29	1.22%
Geographic Information Systems	12.68	1.06	1.00%
Board of County Commissioners	12.21	1.02	0.96%
Clerk of Circuit Court	10.98	0.92	0.86%
Financial Stewardship <sup>4</sup>	10.89	0.91	0.86%
800 MHz Radio Communication System	10.78	0.90	0.85%
Court Administration and Other Court Programs <sup>5</sup>	8.59	0.72	0.68%
Risk Allocations	6.93	0.58	0.55%
Mosquito Control	5.49	0.46	0.43%
Sustainability/Cooperative Extension	5.36	0.45	0.42%
Budgeted Reserves	1.28	0.11	0.10%
Line Item Agency Funding	0.64	0.05	0.05%
<b>Total</b>	<b>\$ 1,271.00</b>	<b>\$ 105.92</b>	<b>100.00%</b>

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 2022 is 3.0%.

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

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

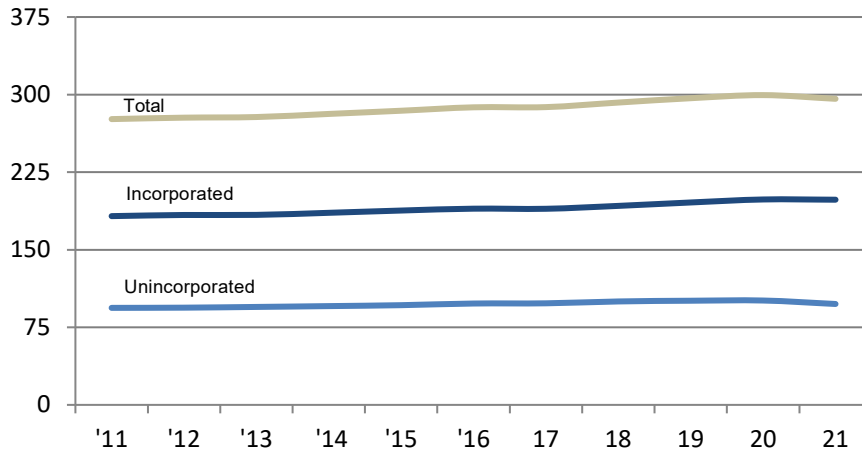
5. Other Court Programs include: the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Community Economic Profile

### Population

Thousands



According to the 2021 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 295,921 where 66% represents the incorporated area and 34% represents the unincorporated area. The total county population estimates grew by 1.27% from the 2020 census.

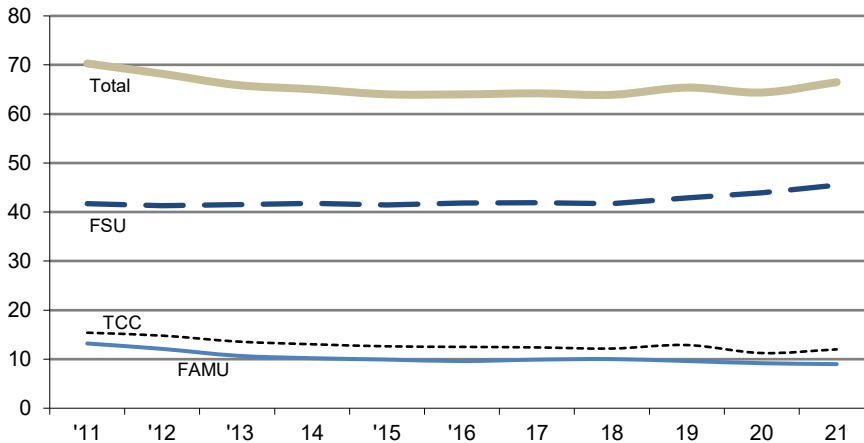
Leon County had the second highest growth rate of neighboring counties at (1.27%) since the 2020 Census. Wakulla (1.62%), Gadsden (-0.02%) and Jefferson (0.55%).

Sources:

- 2021 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

### Higher Education Enrollment

Thousands



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 2021 was 66,490, an increase of 2,103 students from Fall 2020.

Fall 2021 shows an increase in enrollment for FSU and TCC of 3.5% and 6.69% respectively, while FAMU shows a decrease in enrollment for Fall 2021 of -2.07%.

Source:

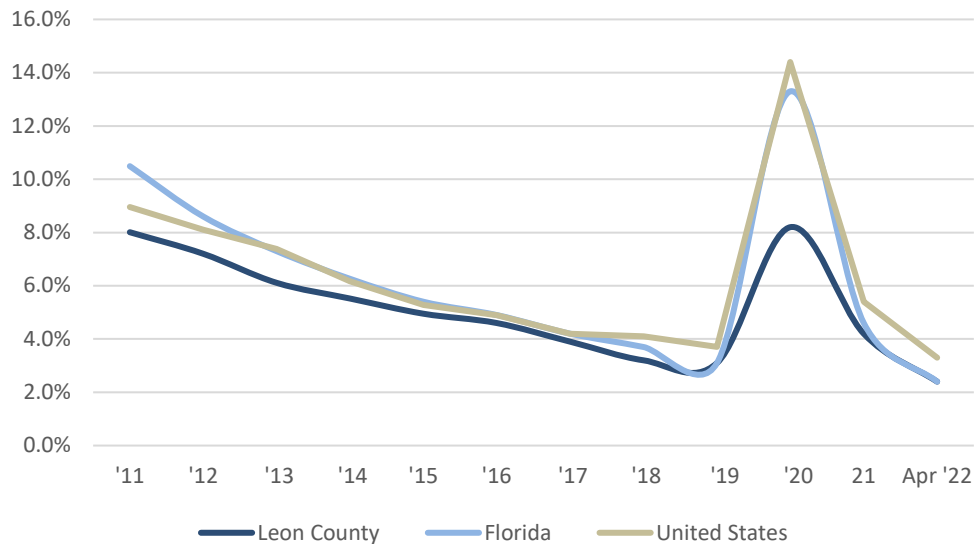
2021 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality



# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Community Economic Profile

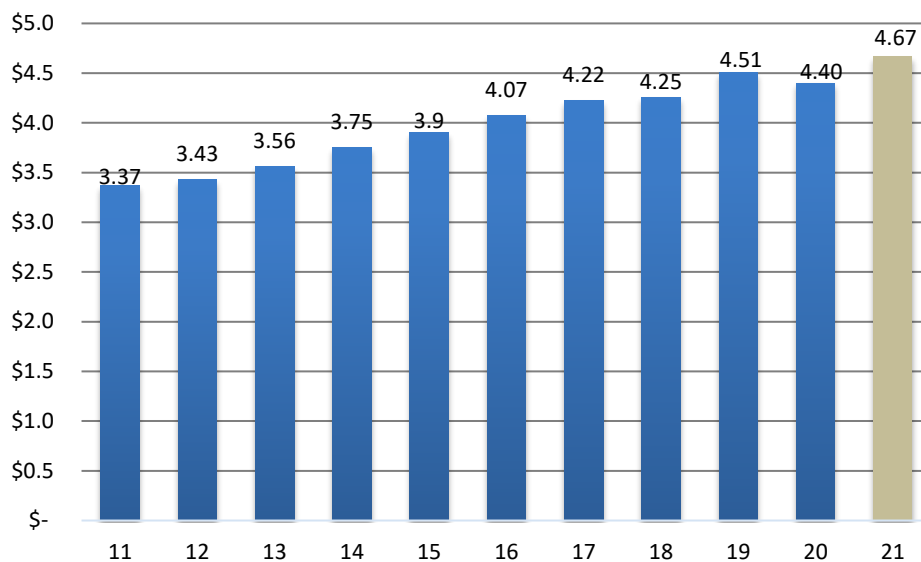
### Unemployment Statistics



\*Source: 2021 Office of Economic Vitality, Workforce, and Income Unemployment Rate Annual Average

### Taxable Sales

Billions



Source: 2021 Office of Economic Vitality, Statistical data, Taxable Sales

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. Subsequent to the Great Depression in 2010, the state of Florida's unemployment rate peaked at 11.86%.

Prior to the COVID-19 pandemic, Florida's unemployment rate has been declining since 2011, when the rate was 10.49%. However, the COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. Local Area Unemployment Statistics data shows that FY 2020 MSA unemployment rates increased to 14.4% compared to April 2019, while the State increased to 13.3%. Preliminary unemployment rate for MSA is 2.4% in April 2022, which is equal to the State rate of 2.4%, and 0.9 points below US unemployment rate of 3.3%. Overall, the 2022 trend is showing a return to 2019 numbers.

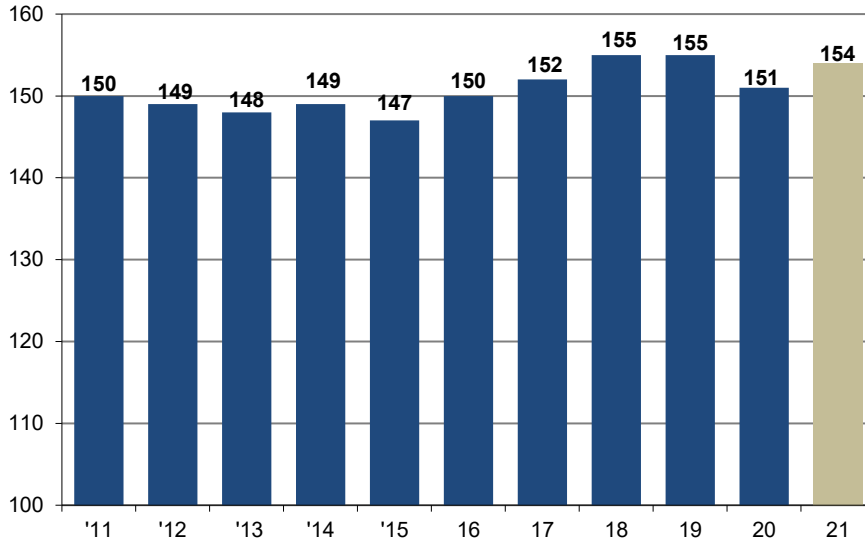
Taxable sales data is commonly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. In 2021, taxable sales increased by 7.23% or \$314,799,789 million, a reflection of the continued recovery from the COVID-19 recession.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Community Economic Profile

### Total Leon County Labor Force

Thousands



Source: 2021 Office of Economic Vitality, Workforce and Income, Labor Force

### MSA Employment by Industry – 2011 vs. 2021

Industry	Employees 2011	% Employment	Employees 2021	% Employment	% Change
Government	62,200	44%	56,744	28%	-15%
Education and Health Services	17,200	12%	50,088	25%	13%
Leisure and Hospitality	13,200	9%	18,267	9%	0%
Professional and Business Services	17,700	12%	23,028	11%	-1%
Trade, Transportation, and Utilities	1,800	1%	23,363	12%	11%
Other Services	8,100	6%	7,294	4%	-2%
Financial Activities	6,900	5%	7,642	4%	-1%
Construction	6,900	5%	8,138	4%	-1%
Manufacturing	4,400	3%	3,575	2%	-1%
Information	4,200	3%	2,944	1%	-2%
<b>Total</b>	<b>142,600</b>	<b>100%</b>	<b>201,083</b>	<b>100%</b>	<b>41%</b>

Source: 2021 Office of Economic Vitality, Workforce and Income, Projected Employment by Industry

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

County labor force remained level prior to 2012 and saw slight decreases from 2012 to 2015. The growing economy reflected an increase to the labor force in 2016 to 2019. However, the total county labor force for 2020 was 151,021, which is a decrease of -2.88% from 2019. The decline is consistent with the effects of the COVID-19 pandemic on the labor force. The labor force numbers increased by 2.18% in 2021.

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 from the County Labor Force chart above.

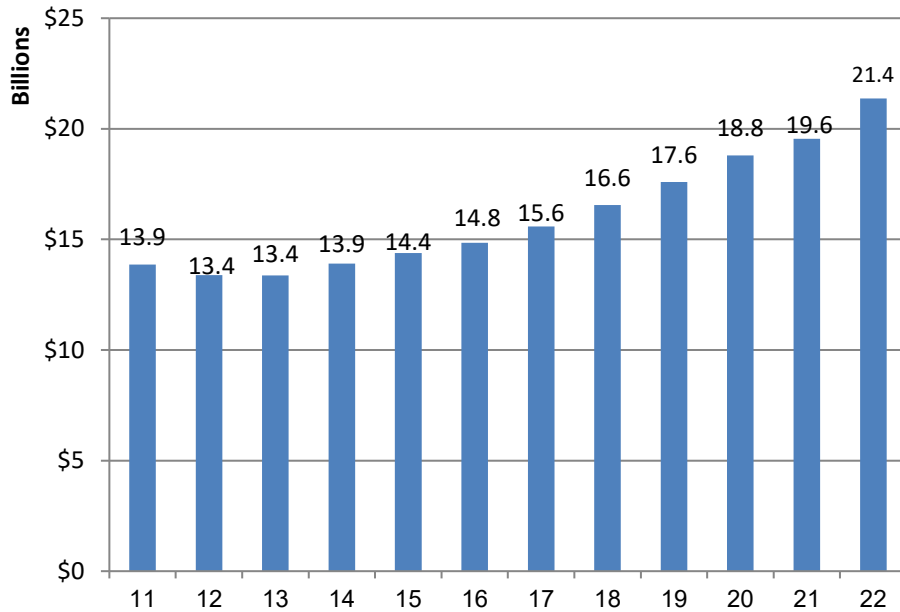
The largest increase over the past decade (in terms of percentage) has been in Education and Health Services, and Trade, Transportation, and Utilities, while Government has seen the largest decrease. The strain of COVID-19 on the healthcare industry has contributed to the significant increase in Health Services over the past two years.

Total employment in these major industries for 2021 is an increase of 41% compared to 2011.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Community Economic Profile

### Taxable Value

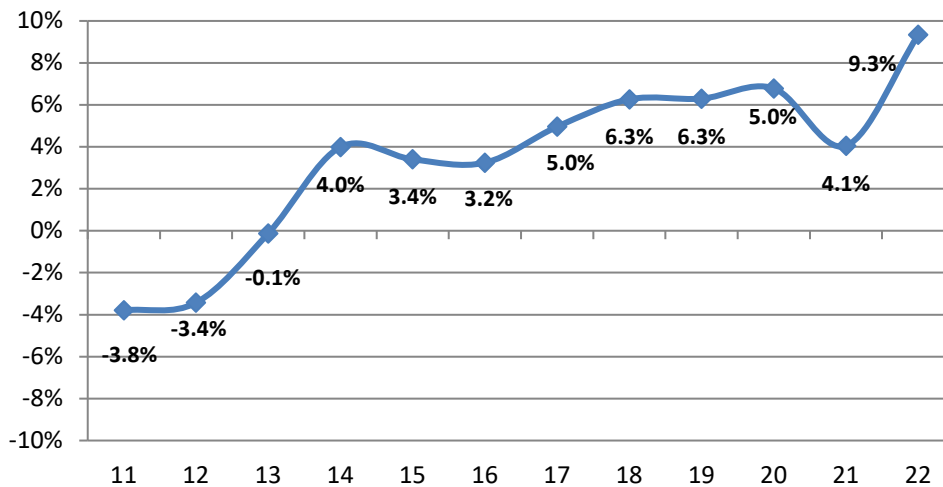


From 2011 to 2013, valuations decreased by \$0.5 billion, or 4%. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2014 onwards. In FY 2018, property values increased by 6.27% from 2017 and 6.30% in FY 2019. Final values provided by the Property Appraiser for July 1, 2021 increased by 4.05%. Final numbers for FY 2022 show an increase of 9.33%.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2021 valuations are used to develop the FY 2022/2023 budget).

Source: Certification of Final Taxable Value, Forms DR-403v; 2022 figures based on Final Taxable Values provided by Leon County Property Appraiser (July 1, 2022)

### Annual Percentage Change in Taxable Value



Fiscal year 2011 and 2012 show the end of the six year downward turn in taxable values from the recession and a collapse of the housing market with 2013 being the first-year values increased.

In 2014, taxable values finally saw an increase over the preceding year of 4% indicating an improving property market. Taxable values moderately increased 3.4% in 2015 and 3.2% in 2016. However, taxable value saw a steady increase from 2017 to 2020. The Final July 1 Property Appraiser property values show a 4.05% increase for 2021. Final numbers for 2022 show an increase of 9.33%.

Source: Certification of Final Taxable Value, Forms DR-403v; 2022 figures based on Final Taxable Values provided by Leon County Property Appraiser (July 1, 2022)

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Community Economic Profile

### Principal Taxpayers

2020			2021		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$159,305,095	\$2,984,834	Smith Interest General Partnership	\$155,713,820	\$2,971,128
Capital Regional Medical Center	\$76,950,110	\$1,434,431	Capital Regional Medical Center	\$83,450,440	\$1,577,149
The Standard at Tallahassee, LLC	\$66,042,543	\$1,248,765	The Standard at Tallahassee, LLC	\$68,703,450	\$1,318,749
District Joint Venture, LLC	\$61,465,108	\$1,162,213	District Joint Venture, LLC	\$63,870,998	\$1,225,991
Florida Gas Transmission Company, LLC	\$71,094,138	\$1,060,932	Florida Gas Transmission Company, LLC	\$70,285,176	\$1,068,602
Embarq Florida Inc./Centurylink	\$55,371,942	\$1,028,803	Embarq Florida Inc./Centurylink	\$52,467,398	\$990,071
Wal-Mart Stores, Inc.	\$55,388,061	\$1,007,628	Wal-Mart Stores, Inc.	\$57,817,320	\$1,069,840
Talquin Electric Cooperative Inc.	\$64,323,211	\$955,160	Talquin Electric Cooperative Inc.	\$68,212,119	\$1,032,391
Comcast Cablevision	\$51,449,606	\$929,870	Comcast Cablevision	\$53,769,446	\$988,164
DRA CRT Tallahassee Center, LLC	\$49,348,175	\$928,637	Presbyterian Retirement Communities, Inc.	\$85,197,291	\$1,013,090
<b>Total</b>	<b>\$710,737,989</b>	<b>\$12,741,273</b>		<b>\$759,487,458</b>	<b>\$13,255,175</b>

## Notes:

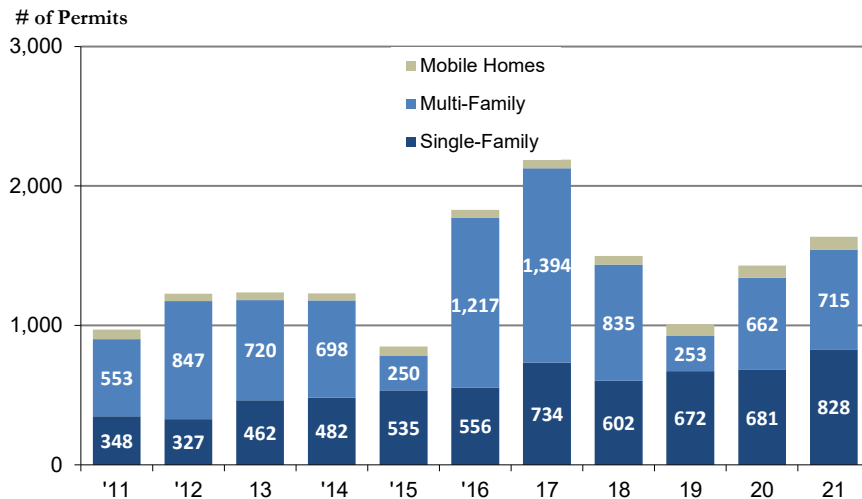
Taxes paid reflect all taxing authorities (i.e. School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

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

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Community Economic Profile

### Residential Building Permits

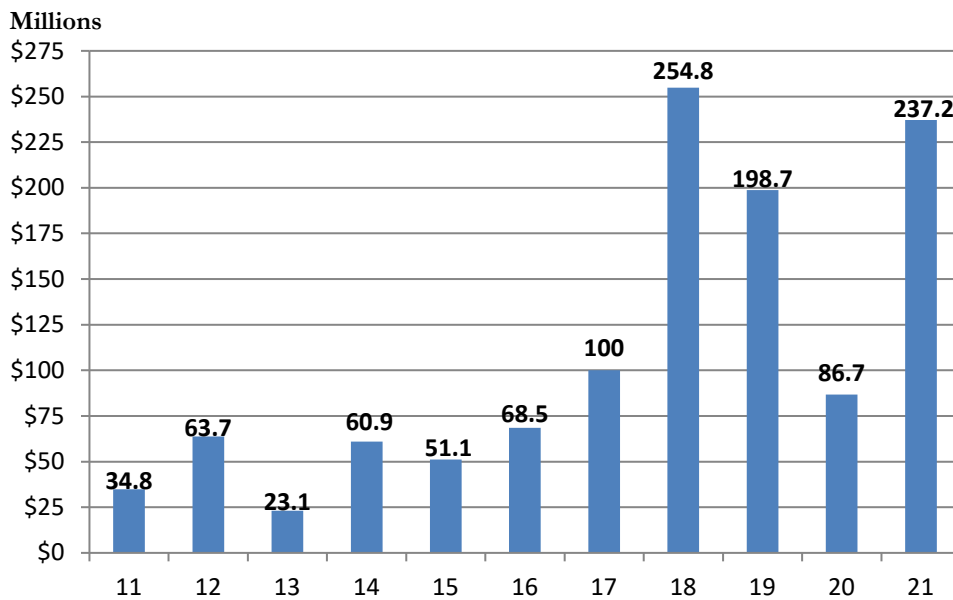


Since 2011, residential building permits have increased steadily with a slight decrease in FY 2015 and reaching its peak in FY 2016 and FY 2017 with large increases in multi-family permits for The Lumberyard, Players Club, Stadium Enclave, Quantum on West Call, College Town Phase III and Lullwater. In FY 2021, there were 828 permits issued for new single-family (detached and attached) homes, the most in the past ten years. The effects of the COVID-19 pandemic has driven mortgage rates to record lows which allowed additional buyers to enter the home buying market and pent up demand.

Note: Multi-Family permitting is based on a per bed/unit number.

Source: Tallahassee-Leon County Office of Economic Vitality, 2021 Statistical Digest.

### Value of Commercial Permits



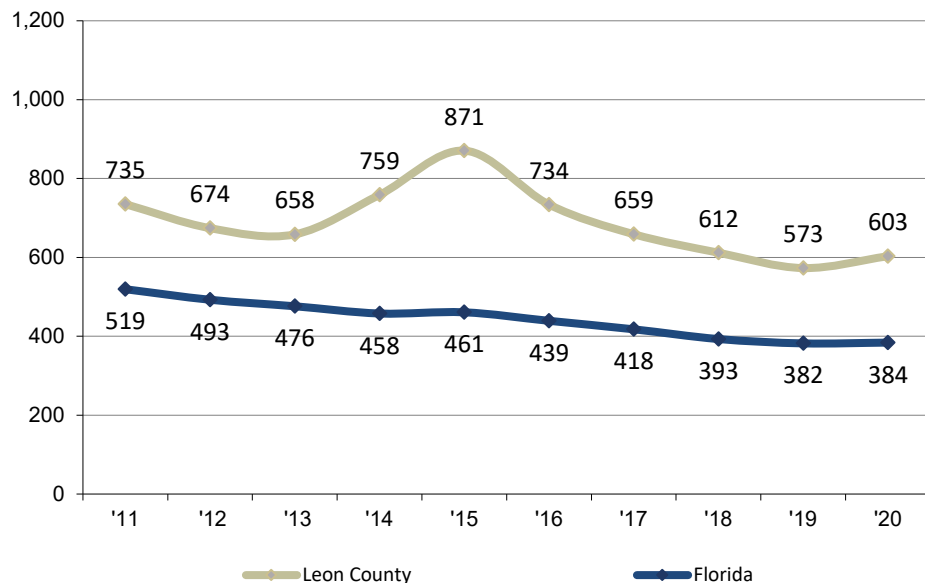
Over the past 10 years, the number of commercial permits and value of these permits have been volatile. The spike in 2012 was followed by a significant reduction the following year. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. The value of permits issued in 2018 is 155% higher than in 2017. This was the first time the value of commercial permitting reached \$254 million. The value of commercial permits issued for new construction in 2021 totaled \$237.2 million. This increase is attributed to the rebounding economy due to low interest rates and pent up demand.

Source: Tallahassee-Leon County Office of Economic Vitality, 2021 Statistical Digest.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Community Economic Profile

### Violent Crime Rate



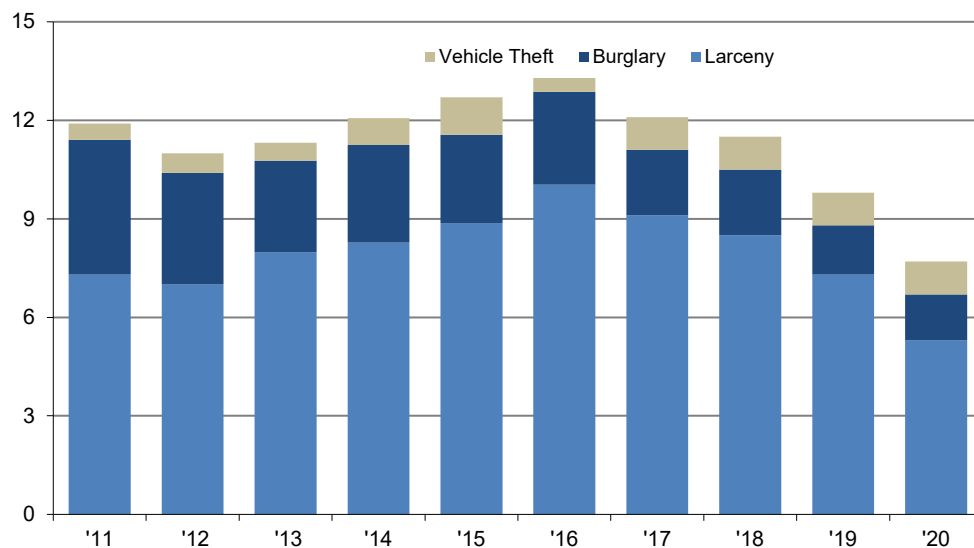
Violent Crime consists of murder, sex offenses, robbery and aggravated assault. The 2019 rates saw a 6.4% decrease from the 2018 index. The 2020 figure stands at 603 Violent Crimes per 100,000 residents, a 5.2% increase from FY 2019. However, with a slight increase over last year, Leon County fell to 6<sup>th</sup> lowest in the state in per capita crime rate. The state Violent Crime Index saw an increase of 0.52%.

\*2021 numbers are unavailable

Source: Tallahassee/Leon County Office of Economic Vitality/Florida Statistical Analysis Center, FDLE

### Crimes Against Property in Leon County

Thousands



Over a ten-year period, property crimes have averaged 11,264 per year. Since 2016 Leon County has continued to see a decrease in property crimes with a 25% decrease in the Property Crime Index between 2019 and 2020.

\*2021 numbers are unavailable

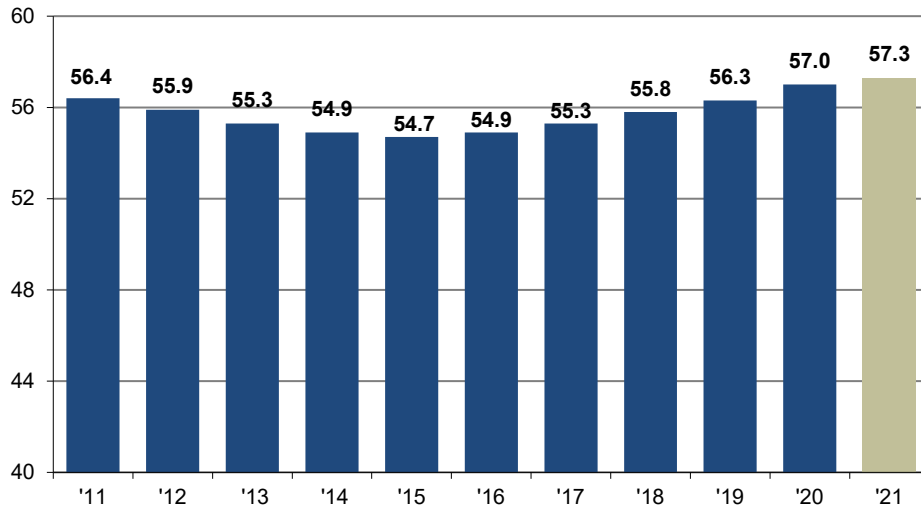
Source Tallahassee/Leon County Office of Economic Vitality/Florida Statistical Analysis Center, FDLE

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Community Economic Profile

### Homestead Parcels

Thousands



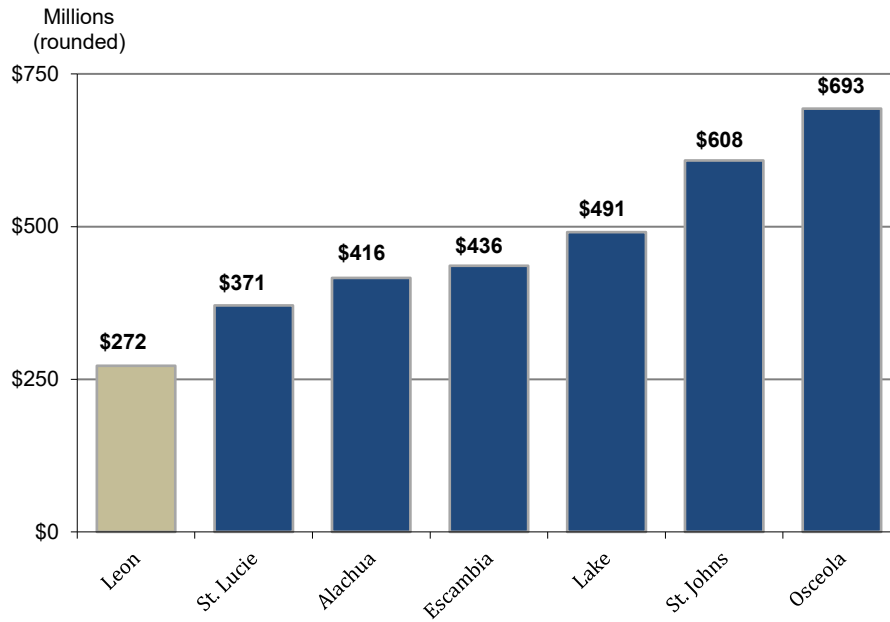
Source: Property Appraiser, Official Tax Roll Certification

Continuing with the recession in 2010 and the recovery of a slumping economy, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased and are at the highest level since the “Great Recession”. The economic impact of the COVID-19 pandemic drove mortgage rates to record lows which allowed additional buyers to enter the home buying market. Mortgage rates are starting to increase again as the U.S. Federal Reserve continues to issue rate hikes to bring inflation down.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Comparative Data – Like-Sized Counties

#### Total Net Budget (FY22)

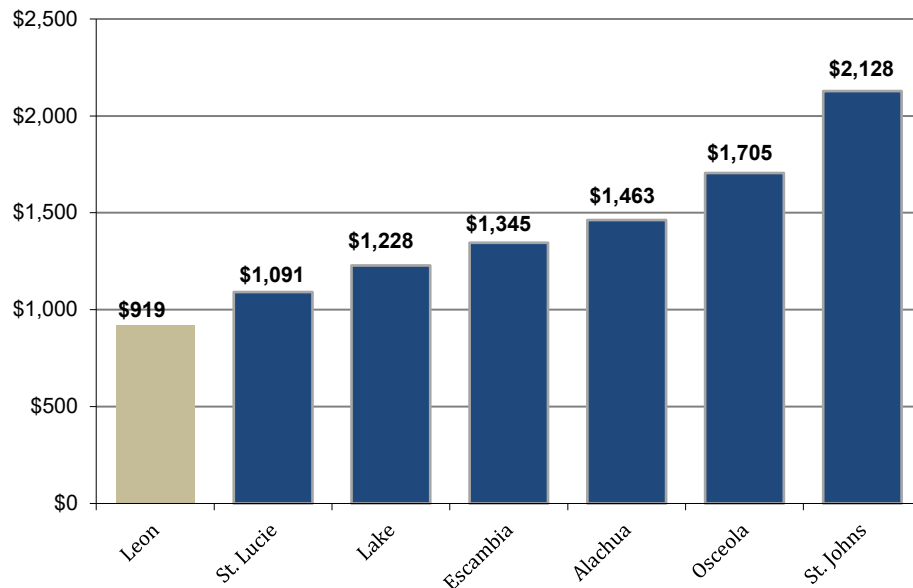


Leon County has the lowest operating budget among like-sized counties, with a net budget of \$272 million. St. Lucie County’s net budget is 81% higher than Leon County’s.

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

Source: FY 2022 Leon County Office of Management and Budget Survey

#### Net Budget per Countywide Resident (FY22)



Leon County spends the least dollars per county resident of all like-sized counties. The next closest County’s net budget per capita is 19% higher than Leon County’s (St. Lucie County). St. Johns County spends more than two times the amount per resident than Leon County does.

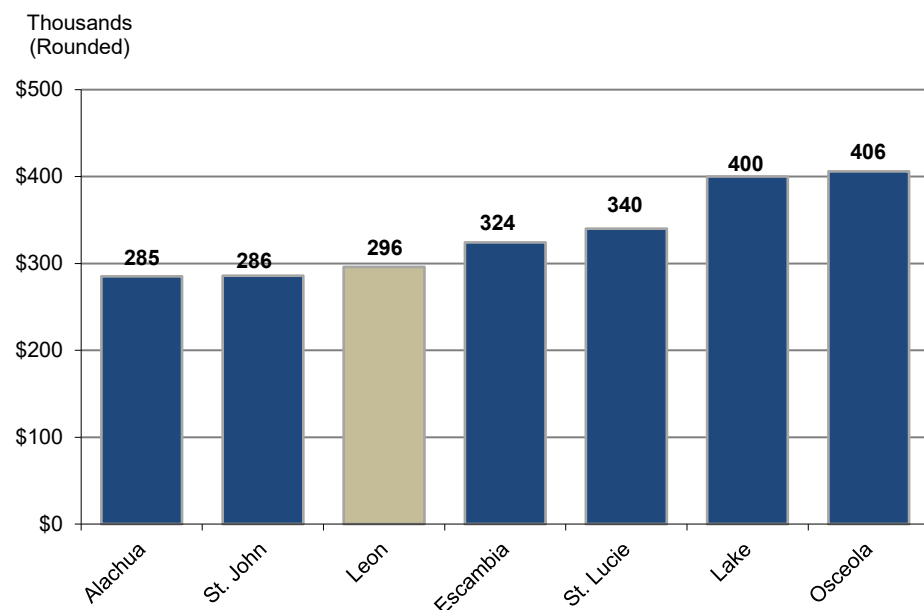
Source: Florida Office of Economic & Demographic Research, 4/1/2022 & FY 2022 Leon County Office of Management and Budget Survey



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Comparative Data – Like-Sized Counties

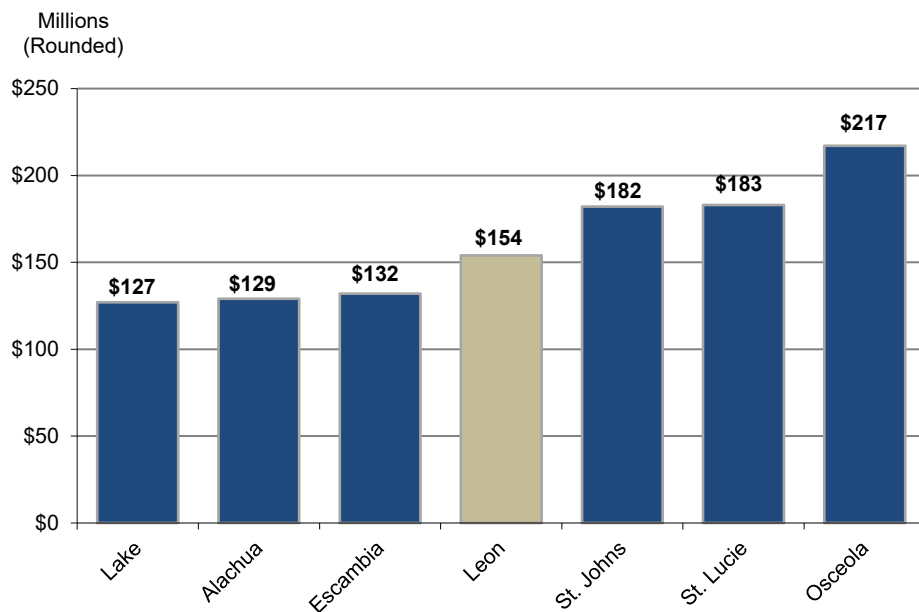
#### Countywide Population (2021)



Leon County Office of Economic Vitality estimated Leon County 2021 population at 295,921 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 4/1/2022

#### Anticipated Ad Valorem Tax Collections (FY22)



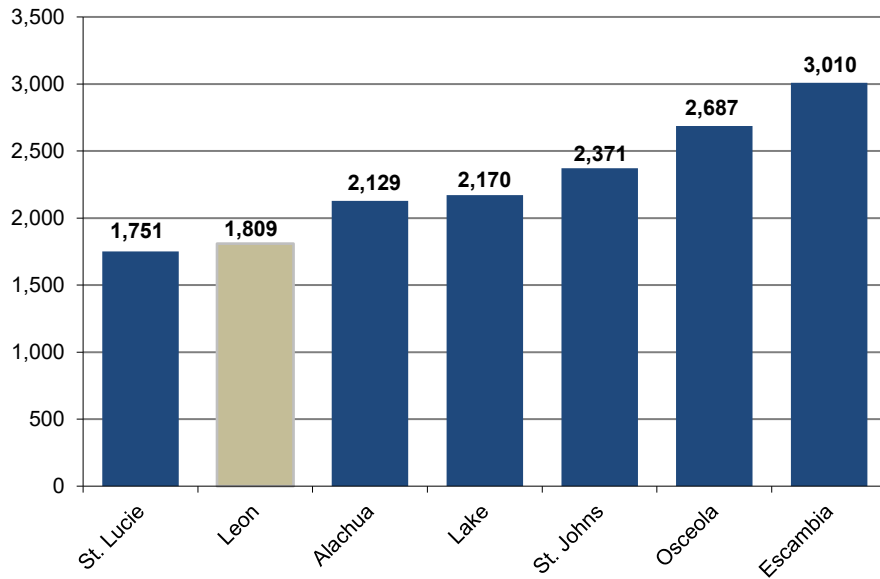
Among the like-sized counties, Leon County collects \$154 million in ad valorem taxes. Leon County collects \$3 million less than the mean collection (\$157 million). In addition, increased property valuations associated with a favorable market will further affect collections in the near term. Ad valorem taxes account for 50% of the County’s operating revenue.

Source: Florida Department of Revenue 2021 Taxable Value by County

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Comparative Data – Like-Sized Counties

**Total Number of County Employees (FY22)**

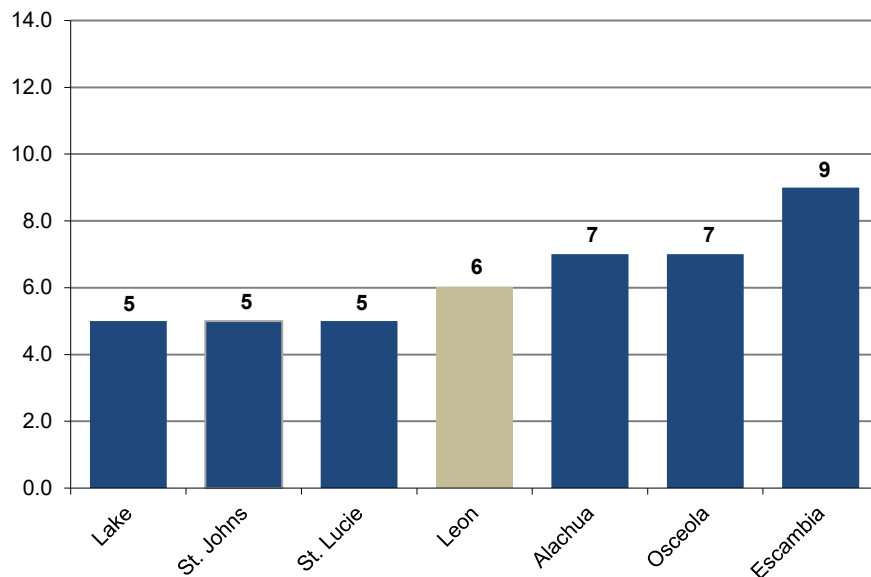


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All the comparable counties surveyed reported a higher number of employees than reported the previous year.

Source: FY 2022 Leon County Office of Management and Budget Survey

**County Employees per 1,000 Residents (FY22)**



Leon County is second highest just above Lake, St. Lucie and St. Johns Counties with a ratio of 6 employees for every thousand County residents.

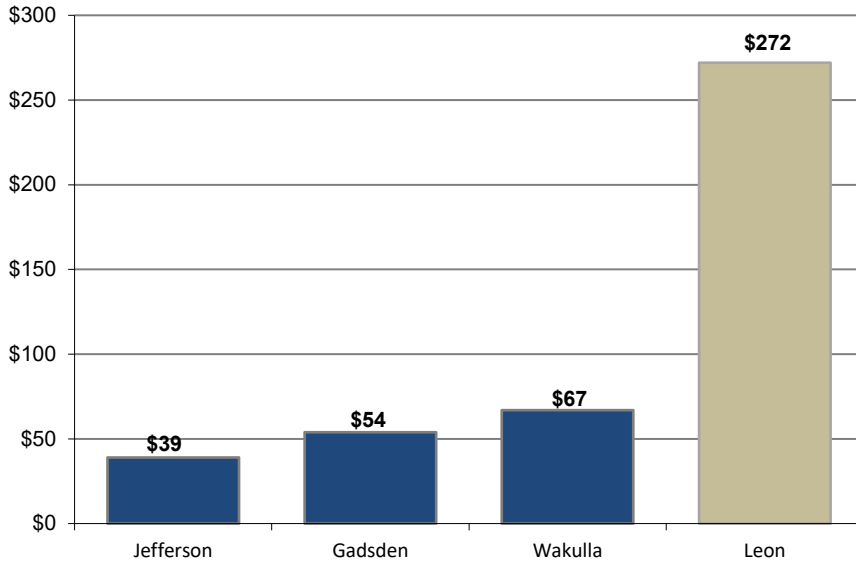
Source: University of Florida, Bureau of Economic and Business Research & FY 2022 Leon County Office of Management and Budget Survey

\* Comparative Counties updated based on 2021 population estimates. Source: University of Florida, Bureau of Economic and Business Research.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Comparative Data – Surrounding Counties

**Total Net Budget (FY22)**  
Millions

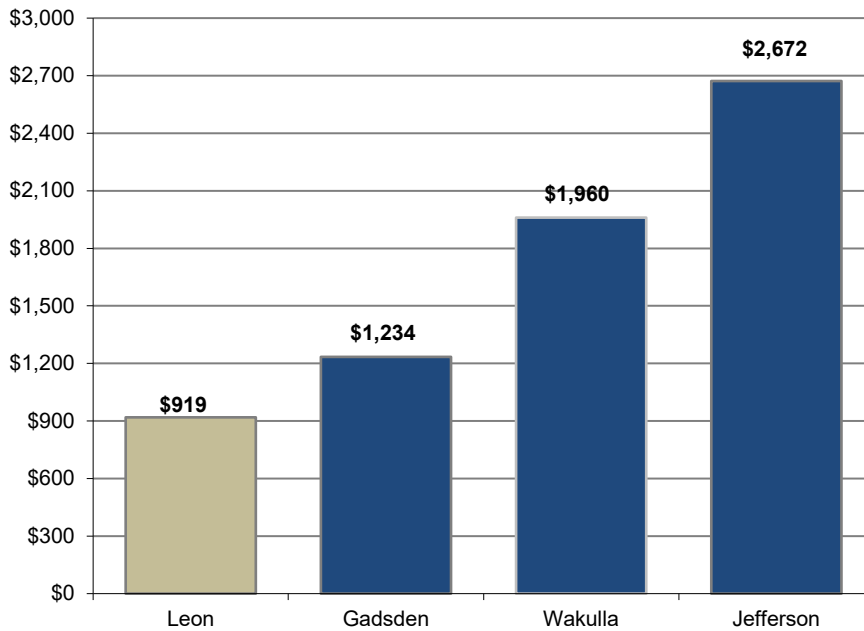


Among surrounding counties, Leon County has the highest operating budget with a net budget of \$272 million. Jefferson County has the lowest with a net budget of \$39 million.

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

Source: FY 2022 Leon County Office of Management and Budget Survey

**Net Budget Per Countywide Resident (FY22)**



Leon County is the lowest for dollars spent per county resident when compared to surrounding counties. Gadsden County spends 34% more per county resident.

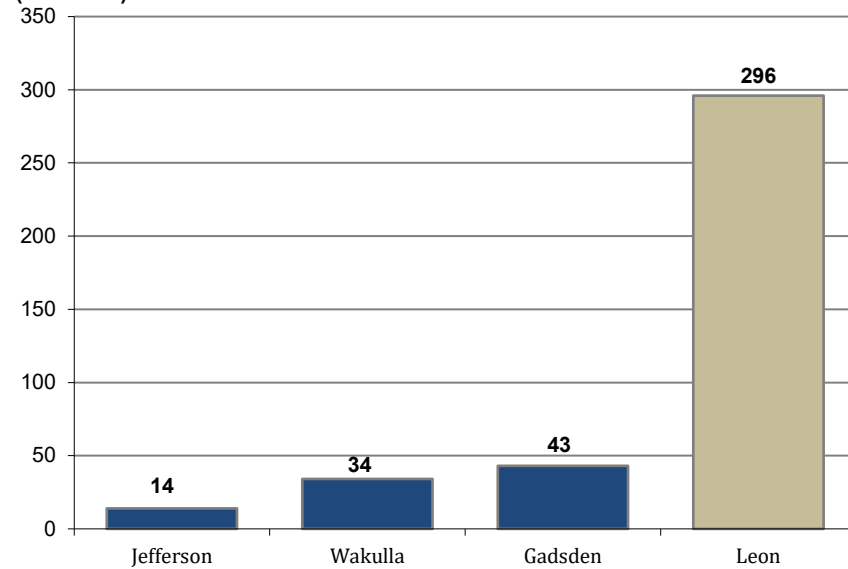
Source: University of Florida: Bureau of Economic and Business Research & FY 2022 Leon County Office of Management and Budget Survey

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Comparative Data – Surrounding Counties

### Countywide Population (2021)

Thousands  
(Rounded)

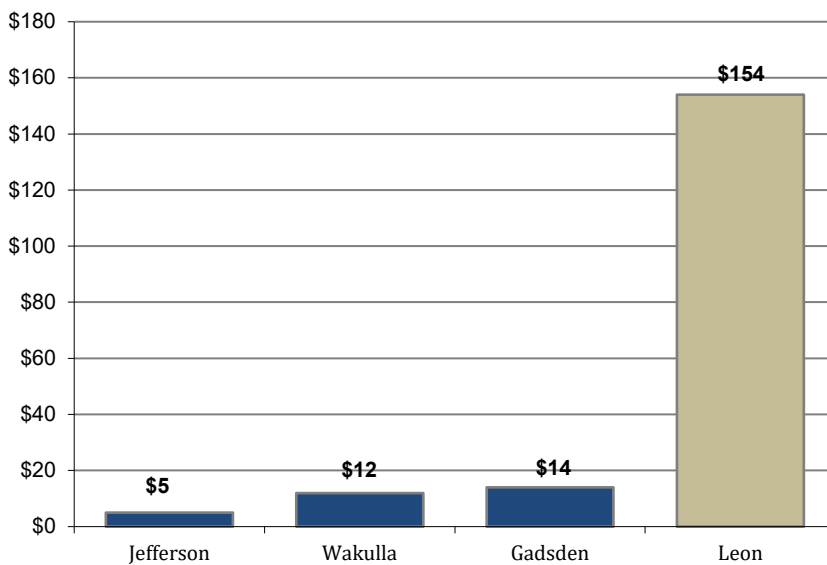


The University of Florida Bureau of Economic and Business Research estimated the 2021 Leon County population at 295,921. Leon County has 252,108 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Wakulla has the highest projected population growth rate since the 2020 census at 1.62% compared to Gadsden (-0.03%), Leon (1.27%), and Jefferson (0.55%).

Source: University of Florida, Bureau of Economic and Business Research.

### Anticipated Ad Valorem Tax Collections (FY22)

Millions



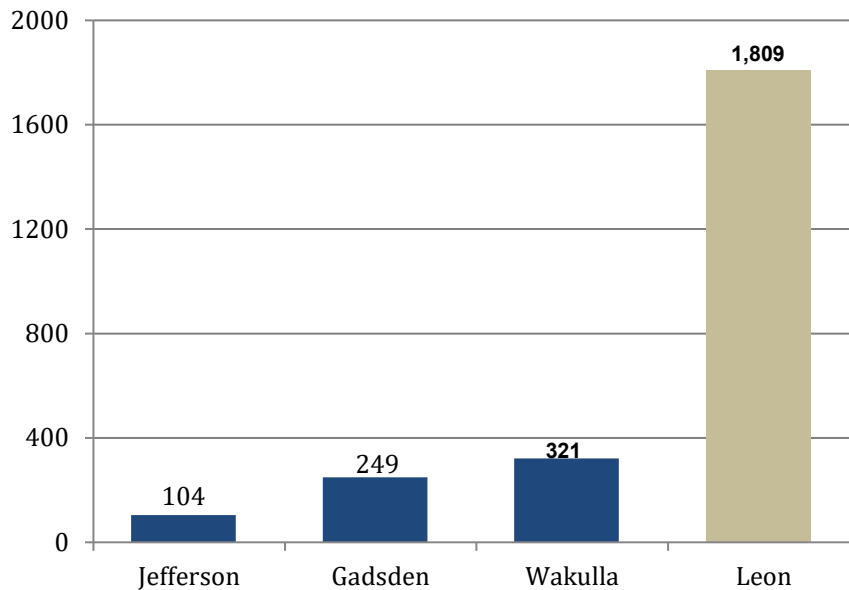
Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

Source: Florida Department of Revenue 2021 Taxable Value by County

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Comparative Data – Surrounding Counties

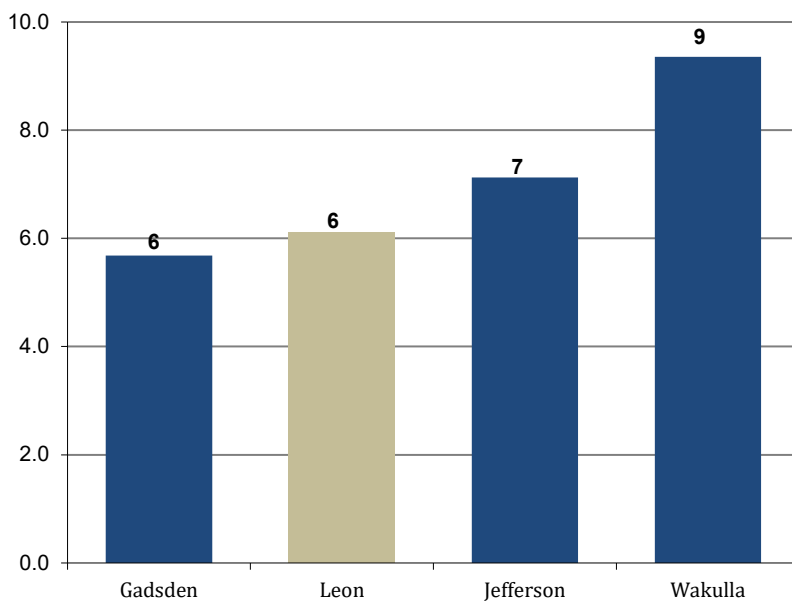
### Total Number of County Employees (FY22)



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

Source: FY 2022 Leon County Office of Management and Budget Survey

### Total County Employees per 1,000 Residents (FY22)



Leon County has a ratio of 6 employees for every thousand county residents making it the second lowest when compared to surrounding counties.

Source: University of Florida, Bureau of Economic and Business Research & FY 2022 Leon County Office of Management and Budget Survey

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Comparative Data – All Counties

## Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Baker	\$745	7.5
Hamilton	\$835	12.8
Polk	\$849	3.3
<b>Leon</b>	<b>\$919</b>	<b>6.1</b>
Columbia	\$957	7.7
Volusia	\$979	6.1
Santa Rosa	\$1,004	5.4
Holmes	\$1,010	8.9
Flagler	\$1,052	3.4
Union	\$1,082	7.2
Seminole	\$1,082	3.2
St. Lucie	\$1,091	5.1
Pinellas	\$1,091	5.7
Lee	\$1,122	6.5
Okeechobee	\$1,168	12.1
Highlands	\$1,173	9.6
Lake	\$1,228	5.4
Brevard	\$1,229	6.9
Gadsden	\$1,234	5.7
Madison	\$1,236	12.3
Sumter	\$1,238	5.5
Jackson	\$1,250	8.5
Clay	\$1,287	7.2
Suwannee	\$1,310	10.9
Escambia	\$1,345	9.3
Marion	\$1,375	7.5
Alachua	\$1,463	7.5
Hernando	\$1,470	7.9
Glades	\$1,487	14.0
Duval	\$1,506	7.6
Hendry	\$1,597	5.2
Calhoun	\$1,604	9.1
Pasco	\$1,700	8.9
Nassau	\$1,702	9.8

County	Net Budget Per Capita	Staff Per 1,000
Osceola	\$1,705	6.6
Taylor	\$1,710	5.0
Bradford	\$1,720	10.7
Hardee	\$1,761	13.4
Manatee	\$1,810	9.1
Palm Beach	\$1,825	8.0
Wakulla	\$1,960	9.4
Desoto	\$1,965	10.5
Indian River	\$1,980	9.6
Hillsborough	\$2,031	7.0
Orange	\$2,078	7.6
Lafayette	\$2,102	9.8
Charlotte	\$2,108	11.8
St. Johns	\$2,128	8.3
Miami-Dade	\$2,130	10.7
Broward	\$2,173	6.5
Sarasota	\$2,194	8.4
Bay	\$2,245	7.3
Monroe	\$2,258	16.2
Martin	\$2,346	11.5
Gilchrist	\$2,370	10.6
Okaloosa	\$2,398	10.6
Citrus	\$2,457	8.0
Dixie	\$2,532	12.3
Levy	\$2,596	9.5
Walton	\$2,654	15.3
Gulf	\$2,654	14.9
Jefferson	\$2,672	7.1
Putnam	\$2,945	7.6
Collier	\$3,025	10.2
Franklin	\$3,622	13.8
Liberty	\$5,305	15.9
Washington	\$5,553	8.4

## Notes:

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

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Comparative Data – All Counties

## Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Walton	9%	\$2,654	15.3
Collier	10%	\$3,025	10.2
Palm Beach	14%	\$1,825	8.0
Manatee	14%	\$1,810	9.1
Miami-Dade	15%	\$2,130	10.7
Martin	15%	\$2,346	11.5
St. Johns	15%	\$2,128	8.3
Lee	16%	\$1,122	6.5
Monroe	16%	\$2,258	16.2
Santa Rosa	16%	\$1,004	5.4
Indian River	17%	\$1,980	9.6
St. Lucie	17%	\$1,091	5.1
Broward	17%	\$2,173	6.5
Sumter	18%	\$1,238	5.5
Nassau	19%	\$1,702	9.8
Okaloosa	20%	\$2,398	10.6
Pinellas	20%	\$1,091	5.7
Orange	20%	\$2,078	7.6
Charlotte	20%	\$2,108	11.8
Hamilton	20%	\$835	12.8
Osceola	21%	\$1,705	6.6
Hardee	21%	\$1,761	13.4
Bay	21%	\$2,245	7.3
Hillsborough	21%	\$2,031	7.0
Taylor	22%	\$1,710	5.0
Polk	22%	\$849	3.3
Flagler	23%	\$1,052	3.4
Sarasota	23%	\$2,194	8.4
Lake	23%	\$1,228	5.4
Pasco	23%	\$1,700	8.9
Franklin	24%	\$3,622	13.8
Suwannee	24%	\$1,310	10.9
Volusia	24%	\$979	6.1

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Citrus	25%	\$2,457	8.0
Desoto	26%	\$1,965	10.5
Putnam	26%	\$2,945	7.6
Marion	26%	\$1,375	7.5
Duval	26%	\$1,506	7.6
Gilchrist	27%	\$2,370	10.6
Seminole	27%	\$1,082	3.2
Gulf	27%	\$2,654	14.9
Madison	27%	\$1,236	12.3
Clay	27%	\$1,287	7.2
Highlands	28%	\$1,173	9.6
Bradford	29%	\$1,720	10.7
Levy	29%	\$2,596	9.5
Calhoun	30%	\$1,604	9.1
Hernando	30%	\$1,470	7.9
Columbia	31%	\$957	7.7
Washington	31%	\$5,553	8.4
Escambia	32%	\$1,345	9.3
Brevard	32%	\$1,229	6.9
Jefferson	33%	\$2,672	7.1
Okeechobee	34%	\$1,168	12.1
<b>Leon</b>	<b>34%</b>	<b>\$919</b>	<b>6.1</b>
Dixie	35%	\$2,532	12.3
Jackson	35%	\$1,250	8.5
Baker	36%	\$1,593	11.3
Wakulla	36%	\$1,960	9.4
Gadsden	37%	\$1,234	5.7
Lafayette	38%	\$2,102	9.8
Hendry	38%	\$1,597	5.2
Alachua	40%	\$1,463	7.5
Holmes	41%	\$1,010	8.9
Union	46%	\$1,082	7.2
Glades	55%	\$1,487	14.0
Liberty	57%	\$5,305	15.9

Note:

The following counties were non-responsive to survey requests: Columbia, Duval, Gadsden, Glades, Jefferson, Okaloosa, Putnam

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Comparative Data – All Counties

### Total County Employees per 1,000 Residents

County	Staff Per 1,000	# of Employees	Population
Seminole	3.2	1,551	477,455
Flagler	3.4	404	119,662
St. Lucie	5.1	1,751	340,060
Hendry	5.2	211	40,540
Santa Rosa	5.4	1,031	191,911
Lake	5.4	2,170	400,142
Sumter	5.5	737	134,593
Gadsden	5.7	249	43,813
Pinellas	5.7	5,486	964,490
<b>Leon</b>	<b>6.1</b>	<b>1,809</b>	<b>295,921</b>
Volusia	6.1	3,448	563,358
Polk	6.2	4,638	748,365
Lee	6.5	5,087	782,579
Broward	6.5	12,764	1,955,375
Osceola	6.6	2,687	406,460
Brevard	6.9	4,246	616,742
Hillsborough	7.0	10,485	1,490,374
Jefferson	7.1	104	14,590
Union	7.2	114	15,799
Clay	7.2	1,604	221,440
Bay	7.3	1,303	178,282
Okaloosa	7.4	1,584	213,204
Marion	7.5	2,850	381,176
Alachua	7.5	2,129	284,607
Baker	7.5	216	28,692
Putnam	7.6	558	73,673
Duval	7.6	7,751	1,016,809
Orange	7.6	11,151	1,457,940
Columbia	7.7	539	69,809
Hernando	7.9	1,556	196,540
Citrus	8.0	1,246	155,615
Palm Beach	8.0	12,054	1,502,495
St. Johns	8.3	2,371	285,533
Washington	8.4	209	24,995

County	Staff Per 1,000	# of Employees	Population
Sarasota	8.4	3,724	441,508
Jackson	8.5	400	47,198
Holmes	8.9	175	19,665
Pasco	8.9	5,125	575,891
Calhoun	9.1	124	13,683
Manatee	9.1	3,748	411,209
Escambia	9.3	3,010	324,458
Wakulla	9.4	321	34,311
Levy	9.5	415	43,577
Indian River	9.6	1,545	161,702
Highlands	9.6	976	102,065
Nassau	9.8	909	93,012
Lafayette	9.8	78	7,937
Collier	10.2	3,909	382,680
Desoto	10.5	359	34,031
Gilchrist	10.6	192	18,126
Bradford	10.7	298	27,955
Miami-Dade	10.7	29,345	2,731,939
Suwannee	10.9	474	43,676
Martin	11.5	1,832	159,053
Charlotte	11.8	2,242	190,570
Okeechobee	12.1	472	39,148
Dixie	12.3	206	16,804
Madison	12.3	223	18,122
Hamilton	12.8	169	13,226
Taylor	12.8	269	20,957
Hardee	13.4	338	25,269
Franklin	13.8	171	12,364
Glades	14.0	170	12,130
Gulf	14.9	220	14,824
Walton	15.3	1,194	77,941
Liberty	15.9	119	7,464
Monroe	16.2	1,348	83,411

Note:

The following counties were non-responsive to survey requests: Columbia, Duval, Gadsden, Glades, Jefferson, Okaloosa, Putnam

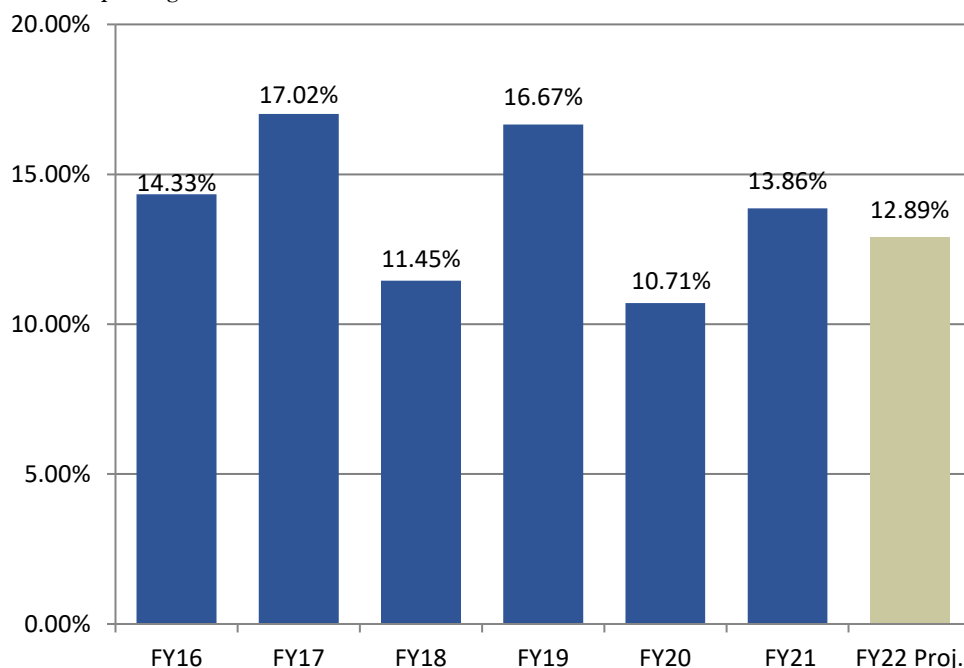


## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» 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.

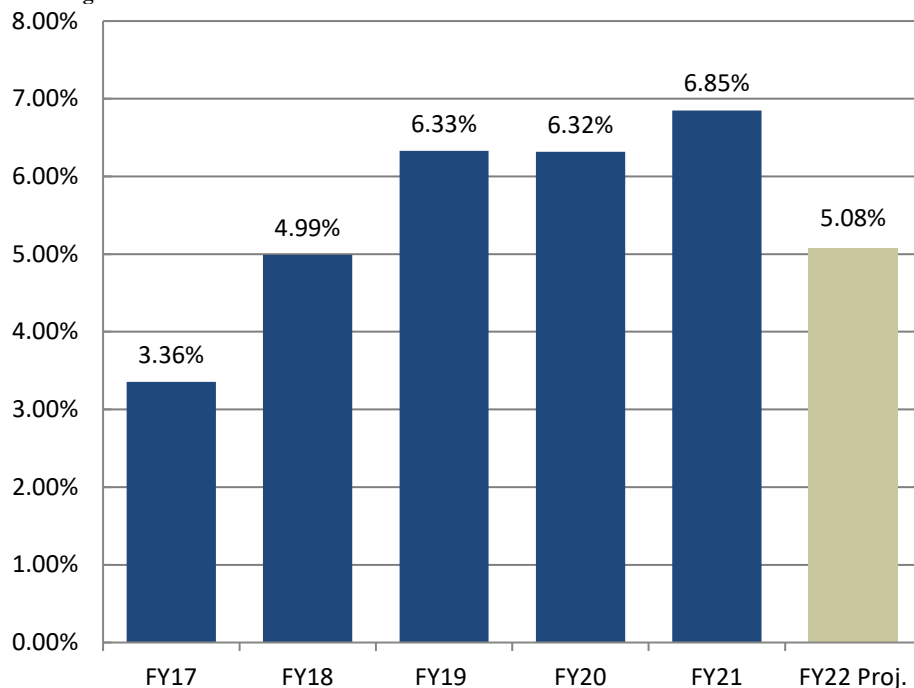
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Revenues related to FEMA reimbursement for Hurricane Hermine, Irma and Michael are reflected in the increases for FY 2017 and 2019 respectively. COVID-19 revenues, which include CARES and ARPA funding, are reflected in the increase for FY 2021. Intergovernmental revenue is expected to account for 12.89% of operating revenues in FY 2022.

**Formula:** Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2022 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 FY 2022. However, property tax revenue increased by 5.08% or \$5,119,111 in FY 2022.

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

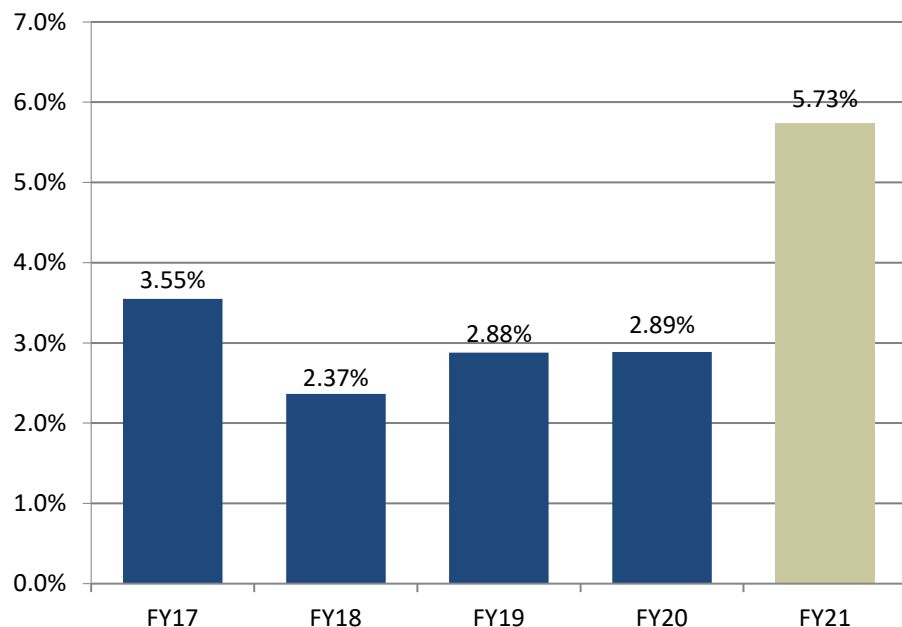
Source: The 2021 Revised Recapitulation of the Ad Valorem Assessment Roll, 2021 Certification of Final Taxable Value and Statistical Digest.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

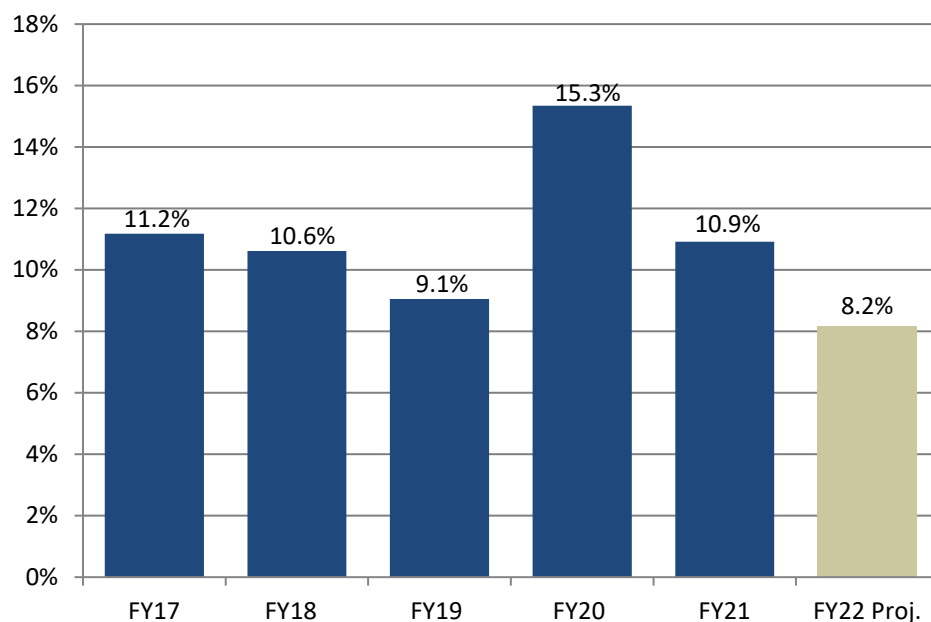
Revenues rebounded and returned to pre-COVID collection levels sooner than forecasted after the stay-at-home orders were lifted resulting in higher than budgeted revenue collection.

**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 2021 Revenue Summary Report and FY 2022 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 constant decline from FY 2017 until FY 2019 is associated with the capital budget focusing on the maintenance of infrastructure rather than new capital infrastructure coming out of the recession. The FY 2020 increase is related to the acquisition of a new helicopter for the Leon County Sheriff's Office and \$4.8 million in Energy Savings Capital Projects (ESCO) projects for County facilities including the Detention Center.

The FY 2022 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.

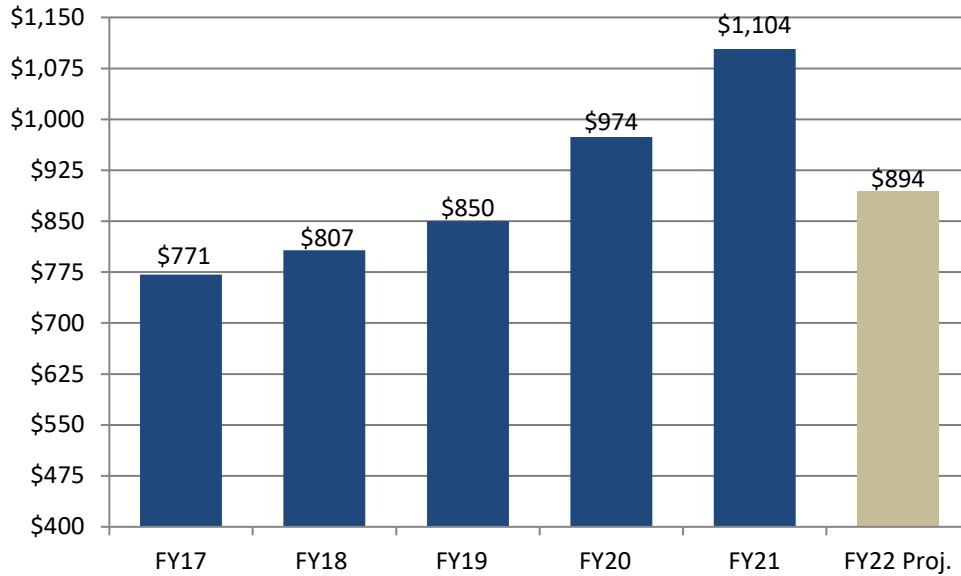
**Formula:** Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2021 Expenditure Summary Report and FY 2022 Budget Summary.

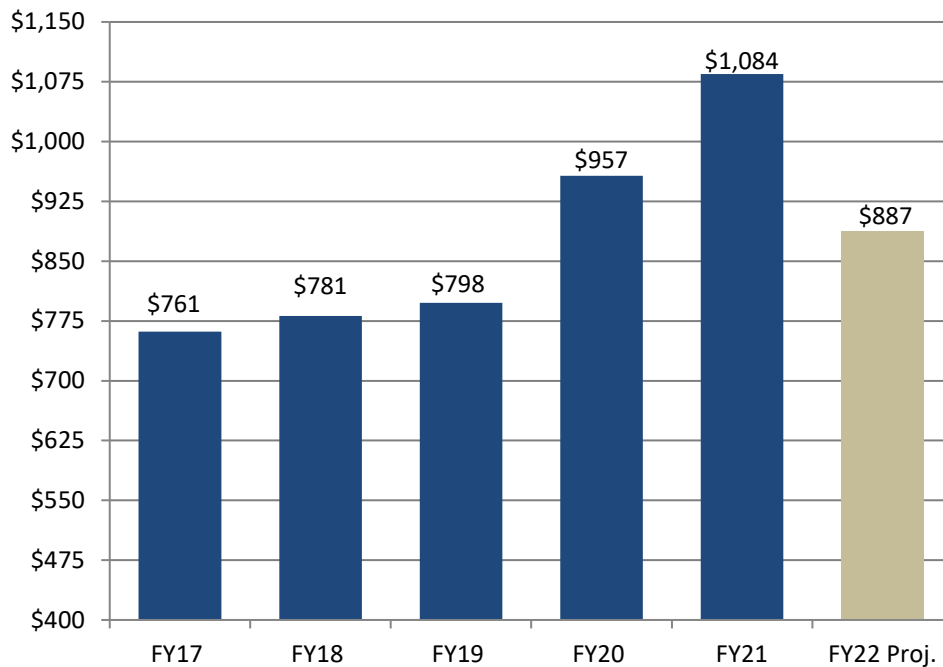
## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Financial Indicators

## Revenue Per Capita



## Expenditures 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 FY 2017 to FY 2018. FY 2019 brought about additional revenue outside of the normal collections due to FEMA reimbursement from Hurricane Michael and property tax revenues. FY 2020 increased due to the County receiving \$51.2 million in CARES Act funding from the Federal Government to assist citizens and local businesses including non-profits. FY 2021 includes an additional \$76.7 million in federal funding received from the U. S. Treasury. \$57 million from the American Recovery Plan Act (ARPA) funds and \$19.7 million for the Emergency Rental Assistance (ERA) programs. The FY 2022 projection is reflective of the county returning to its normal revenue with no additional funding.

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

Source: FY 2021 Revenue Summary Report and the FY 2022 Budget Summary.

**Analysis:** Changes in per capita expenditures reflect changes in expenditures relative to changes in population. FY 2021 includes an additional \$76.7 million in federal funding received from the U. S. Treasury. \$57 million from the American Recovery Plan Act (ARPA) funds and \$19.7 million for the Emergency Rental Assistance (ERA) programs. The FY 2022 projection is reflective of the county returning to its normal revenue with no additional funding.

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

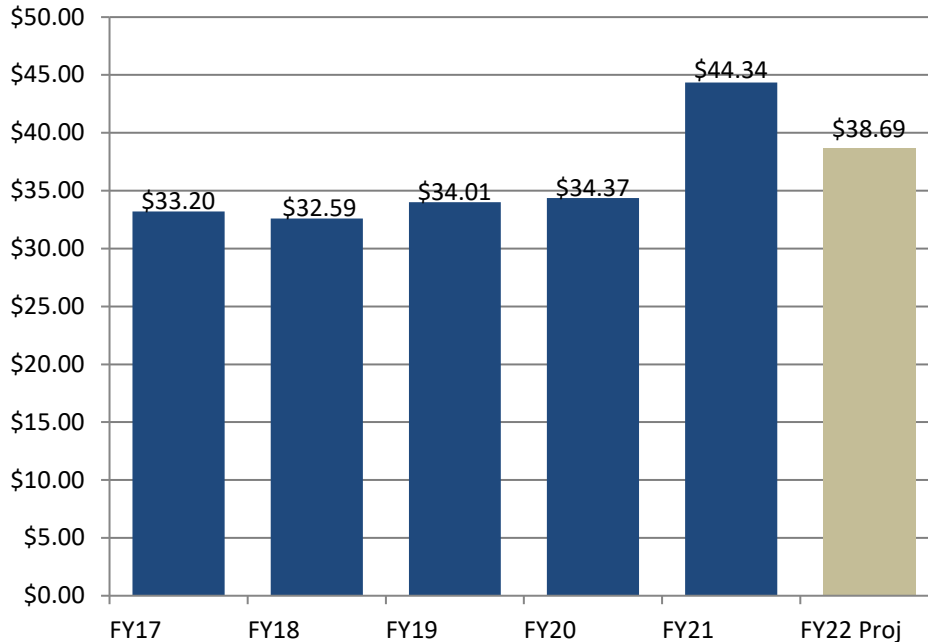
Source: FY 2021 Expenditure Summary Report, Office of Economic Vitality, and FY 2022 TRIM Ad and the FY 2022 Budget Summary.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Financial Indicators

## General/Fine &amp; Forfeiture Fund Balance

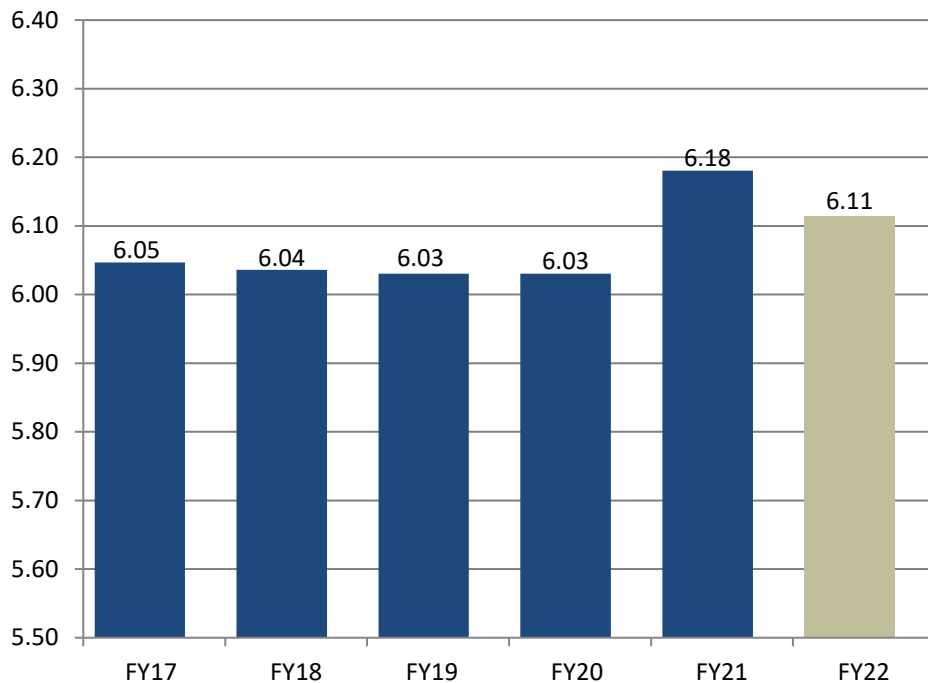
Millions



## Employees Per Capita

Employees per 1,000 Leon County Residents

Thousands



**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. The audited year ending fund balance for FY 2019 is \$34.01 million and the fund balance for FY 2020 is \$34.37 million, which includes \$190,150 in FEMA reimbursements from Hurricanes Irma and Michael. The unaudited year for FY 2021 fund balance is \$44.34 and reflects 21% of FY 2021 operating expenditures. The increase in FY 2021 reflects a \$7.75 million transfer in American Rescue Plan Act (ARPA) funding, which a portion was used as revenue loss recovery to balance the budget to support general government services.

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

Source: Summary of Fund Balance and Retained Earnings, FY 2021 Annual Performance & Financial Report.

**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 ranks second lowest in number of employees per capita.

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

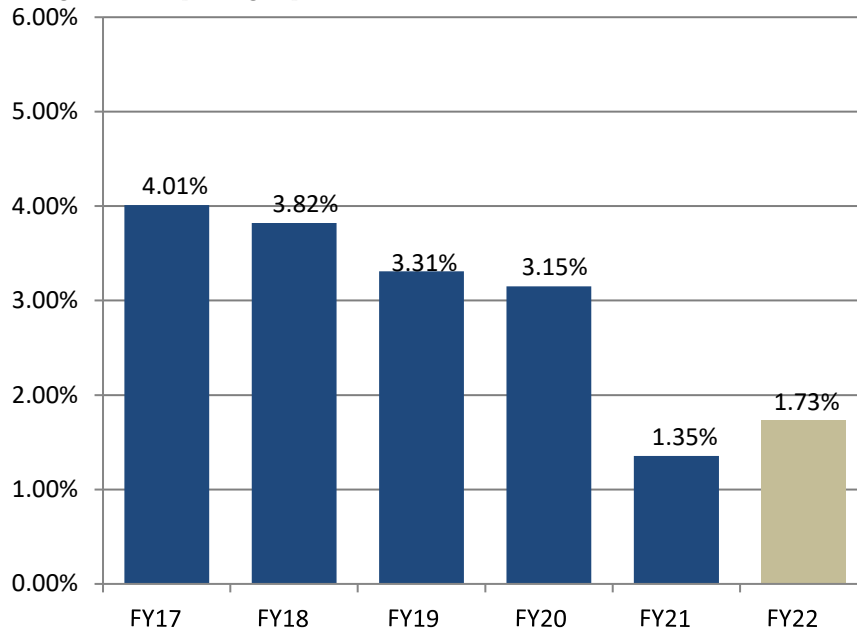
Source: FY21-22 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Financial Indicators

**Debt Service**

Percentage of Total Operating Expenditures



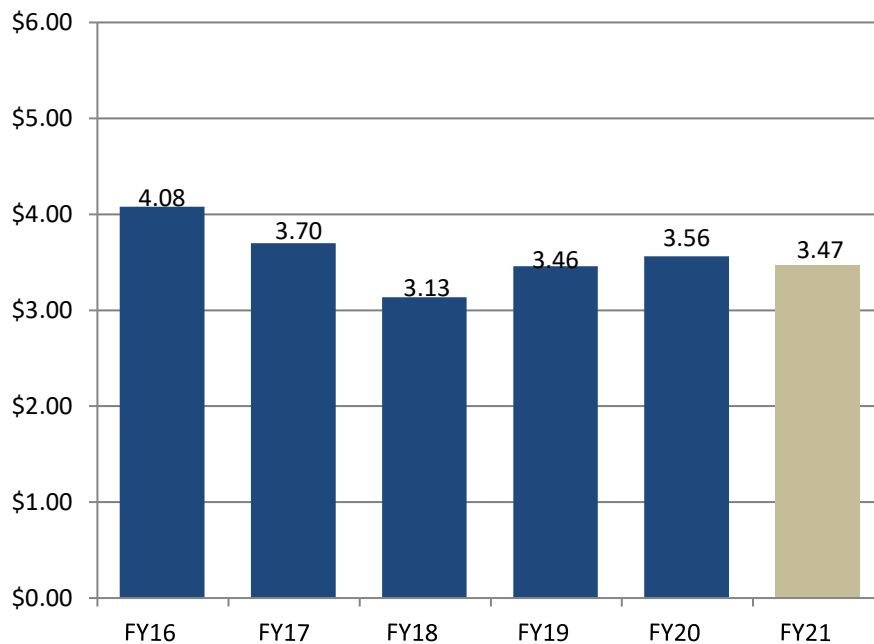
**Analysis:** Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. 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 has continued to decline. A previous bond that funded the purchase of the Courthouse annex reached maturity and was paid off in FY 2020 accounting for the reduced debt service in FY 2021. The FY 2022 increase accounts for the first debt service payments being due for financing of the purchase and building improvements for the Supervisor of Elections Voting Operations Center and ESCO energy improvements. The FY 2022 debt level is extremely low for our county size.

**Formula:** Debt Service divided by Total Operating Expenditures.

Source: FY 2021 Expenditure Summary and the FY 2022 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. FY 2019 increase is due to FEMA reimbursement for Hurricanes, Hermine, Irma and Michael (3<sup>rd</sup> consecutive hurricane). FY 2020 marks the start of CARES funding due to the COVID-19 pandemic.

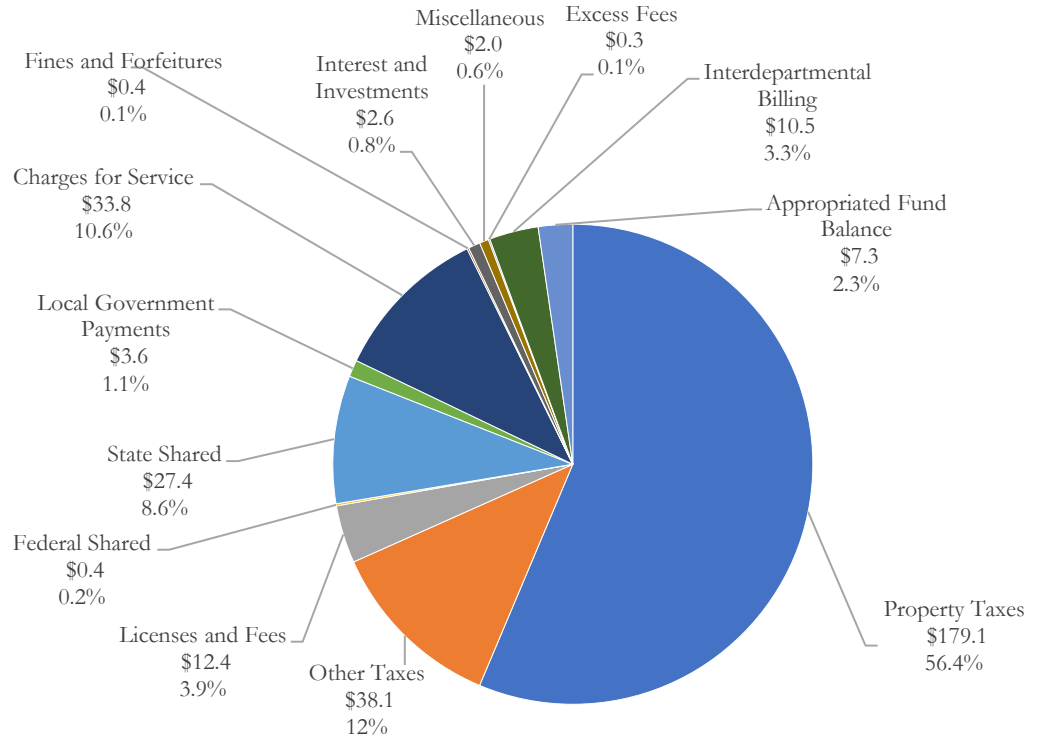
**Formula:** Cash and short-term investments divided by Current Liabilities

Source: FY 2021 Comprehensive Annual Financial Report

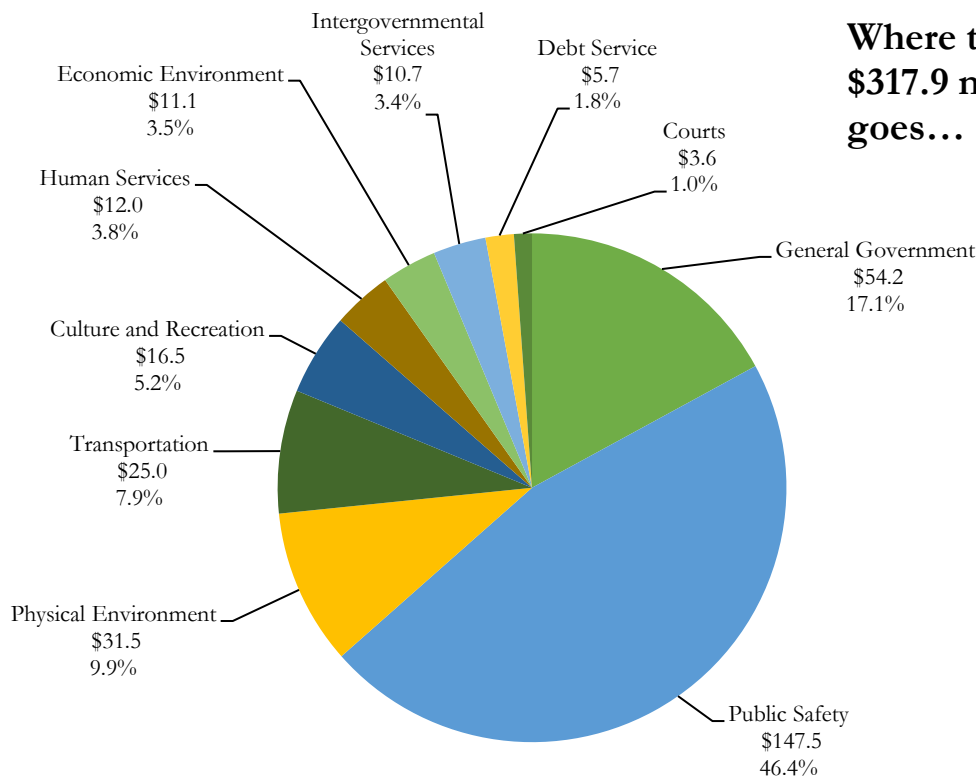
## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Expenditure & Revenue Illustrations

**Where the \$317.9 million comes from...**



**Where the \$317.9 million goes...**



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Total Revenue By Source

	FY 2021 Actual	%	FY 2022 Adopted	%	FY 2023 Budget	%
<b>Property Taxes</b>						
Ad Valorem - General Fund	63,146,164		63,487,744		69,560,207	
Ad Valorem - Fine/Forfeiture Fund	86,170,853		90,948,385		99,289,507	
MSTU Ad Valorem	8,979,532		9,287,268		10,154,053	
Delinquent Taxes	182,140		125,000		128,250	
<b>Subtotal</b>	<b>158,478,690</b>	<b>41.7%</b>	<b>163,848,397</b>	<b>55.7%</b>	<b>179,132,017</b>	<b>56.4%</b>
<b>Other Taxes</b>						
Local Option Tourist Development Tax	5,201,485		5,125,449		6,603,428	
Local Option Gas Tax	7,677,027		7,113,315		7,833,320	
Sales Tax Extension	6,079,132		5,359,742		6,228,960	
Franchise Fee	332,130		302,673		317,775	
Public Service Taxes	9,214,553		9,270,382		9,436,980	
Local Communication Services Tax	2,626,789		2,565,000		2,599,200	
Non Ad Valorem Assessments	5,075,328		5,036,195		5,060,262	
Delinquent Assessments	19,984		7,257		0	
<b>Subtotal</b>	<b>36,226,427</b>	<b>9.5%</b>	<b>34,780,013</b>	<b>11.8%</b>	<b>38,079,925</b>	<b>12.0%</b>
<b>Licenses and Fees</b>						
Building Permits	2,672,395		2,234,400		2,105,200	
Fire Services Fees	8,860,673		8,623,513		8,636,730	
Growth Fees	2,356,741		1,757,785		1,653,835	
<b>Subtotal</b>	<b>13,889,809</b>	<b>3.7%</b>	<b>12,615,698</b>	<b>4.3%</b>	<b>12,395,765</b>	<b>3.9%</b>
<b>Federal Shared</b>						
Federal Grants	71,512,259		146,554		149,742	
Federal Payments in Lieu of Taxes	294,112		261,630		296,400	
<b>Subtotal</b>	<b>71,806,372</b>	<b>18.9%</b>	<b>408,184</b>	<b>0.1%</b>	<b>446,142</b>	<b>0.2%</b>
<b>State Shared</b>						
State Grants	2,416,410		440,916		453,480	
State Revenue Sharing	6,564,802		5,776,445		6,451,450	
Local 1/2 Cent Sales Tax	13,980,522		12,928,414		14,803,850	
Other State Revenues	1,907,915		1,676,798		1,652,564	
State Shared Gas & Transportation Tax	4,149,145		3,857,190		4,010,330	
<b>Subtotal</b>	<b>29,018,793</b>	<b>7.6%</b>	<b>24,679,763</b>	<b>8.4%</b>	<b>27,371,674</b>	<b>8.6%</b>
<b>Local Government Payments</b>						
	<b>5,034,281</b>	<b>1.3%</b>	<b>3,581,224</b>	<b>1.2%</b>	<b>3,594,184</b>	<b>1.1%</b>
<b>Charges for Service</b>						
General Government	847,136		825,480		1,001,690	
Public Safety	14,193,772		14,354,316		14,647,520	
Tipping Fees	9,911,565		9,978,868		10,540,129	
Other Physical	4,917,648		4,334,744		4,361,601	
Transportation	541,022		687,561		500,620	
Economic Environment	406,695		741,540		1,006,449	
Cultural and Recreational	142,303		117,990		186,485	
Other Charges for Services	1,561,272		1,509,161		1,562,016	
<b>Subtotal</b>	<b>32,521,413</b>	<b>8.6%</b>	<b>32,549,660</b>	<b>11.1%</b>	<b>33,806,510</b>	<b>10.6%</b>
<b>Fines and Forfeitures</b>						
	<b>376,753</b>	<b>0.1%</b>	<b>425,413</b>	<b>0.1%</b>	<b>377,055</b>	<b>0.1%</b>
<b>Interest and Investments</b>						
	<b>531,540</b>	<b>0.1%</b>	<b>1,243,342</b>	<b>0.4%</b>	<b>2,559,937</b>	<b>0.8%</b>
<b>Miscellaneous</b>						
	<b>22,169,887</b>	<b>5.8%</b>	<b>2,284,508</b>	<b>0.8%</b>	<b>1,971,374</b>	<b>0.6%</b>
<b>Excess Fees</b>						
Clerk of Court	262,198		0		0	
Sheriff's Office	1,566,277		0		0	
Property Appraiser	60,860		0		0	
Tax Collector	711,396		300,000		300,000	
Supervisor of Elections	328,363		0		0	
<b>Subtotal</b>	<b>2,929,094</b>	<b>0.8%</b>	<b>300,000</b>	<b>0.1%</b>	<b>300,000</b>	<b>0.1%</b>
<b>Interdepartmental Billing</b>						
	<b>7,024,769</b>	<b>1.8%</b>	<b>9,120,972</b>	<b>3.1%</b>	<b>10,523,500</b>	<b>3.3%</b>
<b>Appropriated Fund Balance</b>						
	<b>0</b>	<b>0.0%</b>	<b>8,362,268</b>	<b>2.8%</b>	<b>7,346,139</b>	<b>2.3%</b>
<b>TOTAL</b>	<b>380,007,826</b>	<b>100%</b>	<b>294,199,442</b>	<b>100%</b>	<b>317,904,222</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Total Expenditures by Function

	FY 2021		FY 2022		FY 2023	
	Actual	%	Adopted	%	Budget	%
<b>General Government</b>						
Legislative	1,896,533		1,936,151		1,905,494	
Executive	1,432,654		1,279,626		1,379,506	
Property Appraiser	5,223,248		5,350,215		5,980,519	
Tax Collector	5,676,106		5,954,527		6,445,377	
Clerk - Finance Administration	1,942,339		2,112,646		2,305,664	
Financial & Administrative	14,955,845		13,592,536		14,734,682	
Legal Counsel	1,690,980		2,078,549		2,179,488	
Comprehensive Planning	1,384,127		1,685,164		1,678,241	
Other General Governmental Service	15,665,212		12,571,554		12,911,692	
Supervisor of Elections	2,993,549		4,945,661		4,728,975	
<b>Subtotal</b>	<b>52,860,593</b>	<b>14.0%</b>	<b>51,506,629</b>	<b>17.5%</b>	<b>54,249,638</b>	<b>17.1%</b>
<b>Public Safety</b>						
Law Enforcement	46,191,619		49,762,026		53,200,017	
Fire Control	12,085,402		10,393,964		10,603,967	
Detention And/or Correction	42,070,091		42,386,554		45,360,603	
Protective Inspections	2,522,833		2,776,089		3,011,683	
Emergency & Disaster Relief	13,988,940		1,615,520		1,681,208	
Ambulance & Rescue	20,689,021		24,804,055		26,708,482	
Medical Examiner	750,897		732,555		1,065,935	
Other Public Safety	12,331,902		5,583,970		5,919,231	
<b>Subtotal</b>	<b>150,630,705</b>	<b>40.0%</b>	<b>138,054,733</b>	<b>46.9%</b>	<b>147,551,126</b>	<b>46.4%</b>
<b>Physical Environment</b>						
Garbage/Solid Waste Control	13,004,134		13,580,550		14,412,925	
Sewer/Wastewater Services	3,076,093		232,500		232,500	
Conservation & Resource Management	4,259,840		4,554,420		5,240,135	
Flood Control	4,008,775		5,291,772		8,671,097	
Other Physical Environment	11,592,181		2,746,229		2,913,623	
<b>Subtotal</b>	<b>35,941,023</b>	<b>9.5%</b>	<b>26,405,471</b>	<b>9.0%</b>	<b>31,470,280</b>	<b>9.9%</b>
<b>Transportation</b>						
	<b>19,078,002</b>	<b>5.1%</b>	<b>23,613,080</b>	<b>8.0%</b>	<b>24,961,547</b>	<b>7.9%</b>
<b>Economic Environment</b>						
Economic Environment (Summer Youth)	195		40,731		40,731	
Industry Development	7,134,576		4,200,830		5,592,595	
Veteran Services	263,623		358,291		387,955	
Housing & Urban Development	18,362,830		791,540		1,056,449	
Other Economic Environment	45,445,545		3,511,976		4,054,510	
<b>Subtotal</b>	<b>71,206,769</b>	<b>18.9%</b>	<b>8,903,368</b>	<b>3.0%</b>	<b>11,132,240</b>	<b>3.5%</b>
<b>Human Services</b>						
	<b>13,537,177</b>	<b>3.6%</b>	<b>11,556,994</b>	<b>4.0%</b>	<b>12,002,820</b>	<b>3.8%</b>
<b>Culture and Recreation</b>						
Libraries	6,050,386		6,981,474		7,051,849	
Parks & Recreation	10,532,654		8,305,773		8,020,683	
Cultural Services	1,158,796		1,053,667		1,457,609	
<b>Subtotal</b>	<b>17,741,836</b>	<b>4.7%</b>	<b>16,340,914</b>	<b>5.6%</b>	<b>16,530,141</b>	<b>5.2%</b>
<b>Debt Service</b>						
	<b>3,730,105</b>	<b>1.0%</b>	<b>5,084,340</b>	<b>1.7%</b>	<b>5,715,522</b>	<b>1.8%</b>
<b>Intergovernmental Services</b>						
Intragovernmental Services	1,027,117		1,481,141		1,519,249	
Motor Pool	2,830,621		2,847,660		3,405,633	
Grants Program	1,844		92,143		88,053	
Insurance Program	4,545,125		4,651,600		5,451,556	
Budgeted Contingency	869,556		329,134		210,000	
<b>Subtotal</b>	<b>9,274,263</b>	<b>2.5%</b>	<b>9,401,678</b>	<b>3.2%</b>	<b>10,674,491</b>	<b>3.4%</b>
<b>Court Related</b>						
Court Administration	244,901		210,448		293,638	
State Attorney	127,230		155,210		155,395	
Public Defender	183,171		174,990		175,515	
Clerk of Circuit Court	395,514		395,384		479,897	
Article V Expenses	50,634		54,510		53,320	
Guardian Ad Litem	11,737		20,238		20,238	
Other Court Related Programs	1,805,915		2,321,455		2,438,414	
<b>Subtotal</b>	<b>2,819,101</b>	<b>0.7%</b>	<b>3,332,235</b>	<b>1.1%</b>	<b>3,616,417</b>	<b>1.0%</b>
<b>Totals</b>						
<b>Totals</b>	<b>376,819,574</b>	<b>100%</b>	<b>294,199,442</b>	<b>100%</b>	<b>317,904,222</b>	<b>100%</b>



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Total Operating and Capital Expenditures by Function

	FY 2021 Actual				FY 2022 Adopted				FY 2023 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
<b>General Government Services</b>												
Legislative	1,896,533	-	1,896,533		1,936,151	-	1,936,151		1,905,494	-	1,905,494	
Executive	1,432,654	-	1,432,654		1,279,626	-	1,279,626		1,379,506	-	1,379,506	
Property Appraiser	5,223,248	-	5,223,248		5,350,215	-	5,350,215		5,980,519	-	5,980,519	
Tax Collector	5,676,106	-	5,676,106		5,954,527	-	5,954,527		6,445,377	-	6,445,377	
Clerk - Finance Administration	1,942,339	-	1,942,339		2,112,646	-	2,112,646		2,305,664	-	2,305,664	
Financial & Administrative	14,955,845	-	14,955,845		13,592,536	-	13,592,536		14,697,182	37,500	14,734,682	
Legal Counsel	1,690,980	-	1,690,980		2,078,549	-	2,078,549		2,179,488	-	2,179,488	
Comprehensive Planning	1,384,127	-	1,384,127		1,685,164	-	1,685,164		1,678,241	-	1,678,241	
Other General Governmental Service	9,681,237	5,983,975	15,665,212		7,340,874	5,230,680	12,571,554		7,715,645	5,196,047	12,911,692	
Supervisor of Elections	2,993,549	-	2,993,549		4,945,661	-	4,945,661		4,728,975	-	4,728,975	
<b>Subtotal</b>	<b>46,876,617</b>	<b>5,983,975</b>	<b>52,860,593</b>	<b>14.0%</b>	<b>46,275,949</b>	<b>5,230,680</b>	<b>51,506,629</b>	<b>17.5%</b>	<b>49,016,091</b>	<b>5,233,547</b>	<b>54,249,638</b>	<b>17.1%</b>
<b>Public Safety</b>												
Law Enforcement	46,191,619	-	46,191,619		49,762,026	-	49,762,026		53,200,017	-	53,200,017	
Fire Control	11,797,756	287,646	12,085,402		10,393,964	-	10,393,964		10,603,967	-	10,603,967	
Detention and/or Correction	39,327,925	2,742,166	42,070,091		40,294,554	2,092,000	42,386,554		45,312,039	48,564	45,360,603	
Protective Inspections	2,522,833	-	2,522,833		2,776,089	-	2,776,089		2,931,683	80,000	3,011,683	
Emergency & Disaster Relief	13,988,940	-	13,988,940		1,615,520	-	1,615,520		1,681,208	-	1,681,208	
Ambulance & Rescue	19,448,715	1,240,306	20,689,021		23,599,055	1,205,000	24,804,055		26,525,482	183,000	26,708,482	
Medical Examiner	750,897	-	750,897		732,555	-	732,555		1,005,935	60,000	1,065,935	
Other Public Safety	12,331,902	-	12,331,902		5,433,970	150,000	5,583,970		5,589,231	330,000	5,919,231	
<b>Subtotal</b>	<b>146,360,587</b>	<b>4,270,118</b>	<b>150,630,705</b>	<b>40.0%</b>	<b>134,607,733</b>	<b>3,447,000</b>	<b>138,054,733</b>	<b>46.9%</b>	<b>146,849,562</b>	<b>701,564</b>	<b>147,551,126</b>	<b>46.4%</b>
<b>Physical Environment</b>												
Garbage/Solid Waste Control	11,975,651	1,028,483	13,004,134		12,953,539	627,011	13,580,550		13,505,573	907,352	14,412,925	
Sewer/Wastewater Services	239,426	2,836,667	3,076,093		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource Management	4,002,359	257,480	4,259,840		4,504,420	50,000	4,554,420		4,904,135	336,000	5,240,135	
Flood Control	2,881,953	1,126,822	4,008,775		4,083,772	1,208,000	5,291,772		4,307,990	4,363,107	8,671,097	
Other Physical Environment	1,938,394	9,653,787	11,592,181		2,110,729	635,500	2,746,229		2,278,123	635,500	2,913,623	
<b>Subtotal</b>	<b>21,037,783</b>	<b>14,903,240</b>	<b>35,941,023</b>	<b>9.5%</b>	<b>23,884,960</b>	<b>2,520,511</b>	<b>26,405,471</b>	<b>9.0%</b>	<b>25,228,321</b>	<b>6,241,959</b>	<b>31,470,280</b>	<b>9.9%</b>
<b>Transportation</b>												
Road & Street Facilities	12,473,924	6,604,078	19,078,002		15,598,660	8,014,420	23,613,080		16,519,625	8,441,922	24,961,547	
<b>Subtotal</b>	<b>12,473,924</b>	<b>6,604,078</b>	<b>19,078,002</b>	<b>5.1%</b>	<b>15,598,660</b>	<b>8,014,420</b>	<b>23,613,080</b>	<b>8.0%</b>	<b>16,519,625</b>	<b>8,441,922</b>	<b>24,961,547</b>	<b>7.8%</b>
<b>Economic Environment</b>												
Economic Environment (Summer)	195	-	195		40,731	-	40,731		40,731	-	40,731	
Industry Development	7,056,424	78,152	7,134,576		4,200,830	-	4,200,830		5,592,595	-	5,592,595	
Community Redevelopment/Housing	64,071,998	-	64,071,998		4,661,807	-	4,661,807		5,498,914	-	5,498,914	
<b>Subtotal</b>	<b>71,128,617</b>	<b>78,152</b>	<b>71,206,769</b>	<b>18.9%</b>	<b>8,903,368</b>	<b>-</b>	<b>8,903,368</b>	<b>3.0%</b>	<b>11,132,240</b>	<b>-</b>	<b>11,132,240</b>	<b>3.5%</b>
<b>Human Services</b>												
<b>Subtotal</b>	<b>13,522,176</b>	<b>15,001</b>	<b>13,537,177</b>	<b>3.6%</b>	<b>11,556,994</b>	<b>-</b>	<b>11,556,994</b>	<b>4.0%</b>	<b>12,002,820</b>	<b>-</b>	<b>12,002,820</b>	<b>3.8%</b>
<b>Culture and Recreation</b>												
Libraries	5,900,386	150,000	6,050,386		6,294,444	687,030	6,981,474		6,733,819	318,030	7,051,849	
Parks & Recreation	5,239,034	5,293,621	10,532,654		5,968,975	2,336,798	8,305,773		6,399,683	1,621,000	8,020,683	
Cultural Services	1,158,796	-	1,158,796		1,053,667	-	1,053,667		1,457,609	-	1,457,609	
<b>Subtotal</b>	<b>12,298,216</b>	<b>5,443,621</b>	<b>17,741,836</b>	<b>4.7%</b>	<b>13,317,086</b>	<b>3,023,828</b>	<b>16,340,914</b>	<b>5.6%</b>	<b>14,591,111</b>	<b>1,939,030</b>	<b>16,530,141</b>	<b>5.2%</b>
<b>Debt Service</b>												
Redemption Of Long Term Debt	3,730,105	-	3,730,105		5,084,340	-	5,084,340		5,715,522	-	5,715,522	
<b>Subtotal</b>	<b>3,730,105</b>	<b>-</b>	<b>3,730,105</b>	<b>1.0%</b>	<b>5,084,340</b>	<b>-</b>	<b>5,084,340</b>	<b>1.7%</b>	<b>5,715,522</b>	<b>-</b>	<b>5,715,522</b>	<b>1.8%</b>
<b>Intergovernmental Services</b>												
Intragovernmental Services	1,027,117	-	1,027,117		1,481,141	-	1,481,141		1,519,249	-	1,519,249	
Motor Pool	2,830,621	-	2,830,621		2,847,660	-	2,847,660		3,405,633	-	3,405,633	
Grants Program	1,844	-	1,844		92,143	-	92,143		88,053	-	88,053	
Insurance Program	4,545,125	-	4,545,125		4,651,600	-	4,651,600		5,451,556	-	5,451,556	
Budgeted Contingency	869,556	-	869,556		297,879	31,255	329,134		210,000	-	210,000	
<b>Subtotal</b>	<b>9,274,263</b>	<b>-</b>	<b>9,274,263</b>	<b>2.5%</b>	<b>9,370,423</b>	<b>31,255</b>	<b>9,401,678</b>	<b>3.2%</b>	<b>10,674,491</b>	<b>-</b>	<b>10,674,491</b>	<b>3.4%</b>
<b>Court Related</b>												
Court Administration	244,901	-	244,901		210,448	-	210,448		293,638	-	293,638	
State Attorney	127,230	-	127,230		155,210	-	155,210		155,395	-	155,395	
Public Defender	183,171	-	183,171		174,990	-	174,990		175,515	-	175,515	
Clerk of Circuit Court	395,514	-	395,514		395,384	-	395,384		479,897	-	479,897	
Article V Expenses	50,634	-	50,634		54,510	-	54,510		53,320	-	53,320	
Guardian Ad Litem	11,737	-	11,737		20,238	-	20,238		20,238	-	20,238	
Other Court Related Programs	1,805,915	-	1,805,915		2,321,455	-	2,321,455		2,438,414	-	2,438,414	
<b>Subtotal</b>	<b>2,819,101</b>	<b>-</b>	<b>2,819,101</b>	<b>0.7%</b>	<b>3,332,235</b>	<b>-</b>	<b>3,332,235</b>	<b>1.0%</b>	<b>3,616,417</b>	<b>-</b>	<b>3,616,417</b>	<b>1.0%</b>
<b>Totals</b>												
<b>Totals</b>	<b>339,521,389</b>	<b>37,298,185</b>	<b>376,819,574</b>	<b>100%</b>	<b>271,931,748</b>	<b>22,267,694</b>	<b>294,199,442</b>	<b>100%</b>	<b>295,346,200</b>	<b>22,558,022</b>	<b>317,904,222</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Programs by Function and Funding Source

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### General Government

**General Fund:** County Commission, County Administration, Strategic Initiatives, Community and Media Relations (CMR), Human Resources, Office of Management and Budget, Risk Management, Purchasing/Procurement, Real Estate Management, Office of Information & Technology (MIS/GIS), Volunteer Services, Office of Sustainability, Voter Registration, Elections, County Attorney, PLACE (Planning, Economic Development, 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, Summer Youth Employment, Veteran Services

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

### Human Services

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

**Special Revenue:** Diversionary Programs, Animal Control

### Culture and Recreation

**General Fund:** Library Services, COCA

**Special Revenue:** Parks and Recreation, CIPs – Parks

### Debt Service

2014 Debt Series, Bond Series 2020 (Equipment Lease Financing), Supervisor of Elections Voting Operations Center Building, ESCO Lease

### 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 2023 TENTATIVE BUDGET

## »» Department Funding Source Guide

Department	Funding Source
County Commission	001 - General Fund*
Administration	001 - General Fund*
	125 - Grants
	130 - 911 Emergency Communications Trust
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*
	125 - Grants
	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
Division of Tourism	160 - Tourism Fund
Public Safety	001 - General Fund*
	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 2023 TENTATIVE 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: Killlearn 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	001 - General Fund*
		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 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 2023 TENTATIVE 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
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		145 - Fire Services Fee
		160 - Tourism 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 Fund
	165 - County Government Annex Building	
166 - Huntington Oaks Operations		
401 - Solid Waste Fee*		
505 - Motor Pool		
Workers' 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 2023 TENTATIVE BUDGET

## »» Department Funding Source Guide

Department		Funding Source
Non-Operating	Budgeted Reserves	001 - General Fund*
		106 - Transportation Trust*
	Other Non-Operating	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		116 - Drug Abuse Trust
		125 - Grants
		140 - Municipal Service Fund
		162 - County Accepted Roadways & Drainage Systems
		164 - Special Assessment: Killlearn Lakes Sewer
Debt Service	222 - Debt Series 2014*	
	223- Bond Series 2020	
	224 - Supervisor of Elections Voting Operations Center	
	225 - ESCO	
	226 - 800 MHz Radios	
Capital Projects	106 - Transportation Trust*	
	125 - Grants	
	135 - Emergency Medical Services MSTU	
	160 - Tourism Development Fund	
	165 - County Government Annex Building	
	166 - Huntington Oaks Operations	
	305 - Capital Improvements Fund	
	306 - Transportation Improvements	
	308 - Local Option Sales Tax	
	309 - Sales Tax Extension Fund	
	323 - ESCO 2020	
	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 2023 TENTATIVE BUDGET

## Expenditures By Department and Division

		Board of County Commissioners							
		FY 2021	FY 2022	FY 2023	Adopted	FY 2024	FY 2025	FY 2026	FY 2027
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
1)	County Commission	1,896,533	1,936,151	1,905,494	-1.6%	1,937,741	1,971,338	2,006,348	2,042,840
		1,896,533	1,936,151	1,905,494	-1.6%	1,937,741	1,971,338	2,006,348	2,042,840

- 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 6.0%, increases in workers' compensation rates and funding for 5% raises, offset by changes in employee benefits. The 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 based on population.

		Administration							
		FY 2021	FY 2022	FY 2023	Adopted	FY 2024	FY 2025	FY 2026	FY 2027
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
2)	County Administration	1,291,145	1,279,626	1,379,506	7.8%	1,418,402	1,458,577	1,500,082	1,542,970
3)	Emergency Management	2,216,813	1,536,520	1,590,208	3.5%	1,612,119	1,634,959	1,658,674	1,690,796
4)	Human Resources	1,474,746	1,576,424	1,583,513	0.4%	1,622,553	1,663,036	1,705,013	1,748,547
5)	Strategic Initiatives/CMR	1,448,225	1,734,815	1,850,341	6.7%	1,889,002	1,929,151	1,970,856	2,014,178
6)	Volunteer Services	163,904	203,081	206,970	1.9%	212,697	218,652	224,844	231,281
		6,594,834	6,330,466	6,610,538	4.4%	6,754,773	6,904,375	7,059,469	7,227,772

2) \*See personnel note below.

3) \*See personnel note below.

4) Increase reflects costs as noted below offset by the retirement of a longtime County employee.

5) \*See personnel note below.

6) \*See personnel note below.

		County Attorney's Office							
		FY 2021	FY 2022	FY 2023	Adopted	FY 2024	FY 2025	FY 2026	FY 2027
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
7)	County Attorney	1,690,980	2,078,549	2,179,488	4.9%	2,229,213	2,280,529	2,333,469	2,388,271
		1,690,980	2,078,549	2,179,488	4.9%	2,229,213	2,280,529	2,333,469	2,388,271

7) \*See personnel note below.

		Department of Public Works							
		FY 2021	FY 2022	FY 2023	Adopted	FY 2024	FY 2025	FY 2026	FY 2027
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
8)	Engineering Services	3,752,748	4,375,628	4,547,954	3.9%	4,613,211	4,732,873	4,857,078	4,986,061
9)	Fleet Management	2,821,192	2,838,005	3,395,084	19.6%	3,429,268	3,463,792	3,498,671	3,533,902
10)	Operations	8,551,049	12,819,497	14,162,987	10.5%	14,695,258	15,030,363	15,345,944	15,639,775
11)	PW Support Services	626,894	648,504	682,539	5.2%	698,922	715,859	733,373	751,486
		15,751,882	20,681,634	22,788,564	10.2%	23,436,659	23,942,887	24,435,066	24,911,224

8) Increase reflects costs as noted below and the reclass of a CAD Technician to Engineering Technician (\$2,401) needed to provide enhanced engineering technical support to design professionals and assist in the construction inspection and management of County projects. The increase also includes the replacement of survey equipment (\$50,000) at the end of its life cycle in addition to increased fuel, vehicle repair and insurance costs.

9) In addition to costs noted below, the increase reflects the rising costs of diesel and unleaded fuel (\$341,750) and fleet repair and maintenance costs. Higher fuel costs are associated with the volatility in the crude oil market.

10) Increases reflect the addition of a four person crew (\$252,688) to address roadside litter on County rights-of-way. Additional inflationary increases are attributed to vehicle fuel and repair costs; road materials and supplies (\$126,204) and contractual services related to stormwater and right-of-way maintenance, sidewalk repair, and guardrail installation (\$102,018). These costs are partially offset by a reduction in contractual services related to FDOT traffic signal maintenance.

11) \*See personnel note below.

\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, funding for 5% raises for all employees and costs related to positions included in the market based revisions to the Classification and Pay Plan. Additional cost increases are associated with the full restoration of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Expenditures By Department and Division

### Department of Development Support & Environmental Management

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
12) Building Plans Review & Inspection	1,842,510	2,142,963	2,238,003	4.4%	2,302,979	2,370,497	2,440,634	2,513,548
13) Code Compliance Services	463,024	533,698	535,573	0.4%	549,068	563,086	577,630	592,731
14) Customer Engagement Services	101,772	-	-	0.0%	-	-	-	-
15) Development Services	667,547	755,902	877,839	16.1%	902,156	927,414	953,644	980,899
16) DS Support Services	369,647	594,280	586,938	-1.2%	605,283	624,104	643,616	663,866
17) Environmental Services	1,557,907	1,733,819	1,902,472	9.7%	1,955,208	2,009,895	2,066,616	2,125,458
	5,002,408	5,760,662	6,140,825	6.6%	6,314,694	6,494,996	6,682,140	6,876,502

12) \*See personnel note below.

13) \*See personnel note below.

14) To enhance overall customer service and streamline management reporting, personnel and operating costs in this division were realigned to the DS Support Division in FY 2022.

15) \*See personnel note below.

16) Decrease reflects the realignment of a Records Technician position to Building Plans Review & Inspection offset by increases in costs as reflected in the note below.

17) Increase reflects the reclass of an Environmental Review Biologist to Senior Environmental Review Biologist (\$5,433) and Environmental Compliance Specialist to Senior Environmental Compliance Specialist (\$3,282) to address increased workload demands. Additional increases are associated with rising costs of vehicle fuel, repair and maintenance and insurance.

### Department of PLACE

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
18) Planning Department	819,486	1,097,848	1,046,675	-4.7%	1,069,083	1,092,004	1,115,448	1,120,232
	819,486	1,097,848	1,046,675	-4.7%	1,069,083	1,092,004	1,115,448	1,120,232

18) Decrease associated with the County's share of the joint City/County Planning Department costs based on the percentage change in the number of Leon County residents living in the unincorporated portions of the County versus the City limits. Per the interlocal agreement, the most recent US Census data (2020) is used to determine the percentage share.

### Office of Financial Stewardship

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
19) Office of Management and Budget	759,327	861,900	980,687	13.8%	1,006,515	1,033,312	1,061,119	1,089,855
20) Purchasing	542,643	645,657	676,792	4.8%	694,368	712,596	731,477	751,059
21) Real Estate Management	378,086	443,896	558,347	25.8%	567,634	577,265	587,267	597,643
22) Risk Management	191,316	200,566	221,273	10.3%	225,335	229,549	233,926	238,469
	1,871,371	2,152,019	2,437,099	13.2%	2,493,852	2,552,722	2,613,789	2,677,026

19) In support of Strategic Initiative #2022-8, increase reflects the addition of a Grants Coordinator position to manage the increase in grant opportunities and the reporting requirements related to the American Recovery Program Act and Infrastructure Investment and Jobs Act. Other increases are related to costs as noted below.

20) \*See personnel note below.

21) Increase related to personnel costs as noted below, hiring of the Real Estate Manager mid-year, and costs associated with properties escheated to the County including \$1,400 for HOA fees and \$30,000 for demolition and debris removal services.

22) Increase reflects costs noted below in addition to costs associated with the purchase of additional AED pads, batteries, first aid kits, etc. (\$12,500).

### Division of Tourism

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
23) Division of Tourism	7,925,769	5,001,505	6,760,603	35.2%	6,971,076	6,936,071	7,057,112	7,234,839
	7,925,769	5,001,505	6,760,603	35.2%	6,971,076	6,936,071	7,057,112	7,234,839

23) With Tourism Development Tax (bed-tax) revenues recovering from the impacts of the Covid pandemic on travel, these increases continue to reflect a restoration of many of the budget reductions made in FY 2020 and FY 2021 needed due to a decline in bed-tax revenues. Increase reflects the addition of a Events & Grants Manager to provide coordination and management of sponsorship opportunities and Graphics Web Design Lead to ensure relevant and timely content for the Tourism website. Additional expenses associated with operations of the new Visitors Services Center (\$121,000); marketing (\$254,858), including wayfinding signage and promotion for the 2024 Bicentennial Celebration (\$100,000); advertising (\$303,095); Grants and Aid for Signature Event and Legacy Event grant funding (\$100,000); and Local Arts Agency Program (COCA) funding (\$403,942).

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, funding for 5% raises for all employees and costs related to positions included in the market based revisions to the Classification and Pay Plan. Additional cost increases are associated with the full restoration of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.*



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Office of Information and Technology

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
24) Geographic Information Systems	1,938,394	2,110,729	2,278,123	7.9%	2,364,501	2,419,513	2,476,565	2,535,738
25) Management Information Services	7,367,082	7,828,184	8,491,179	8.5%	8,688,990	8,935,818	9,202,183	9,492,427
	9,305,476	9,938,913	10,769,302	8.4%	11,053,491	11,355,331	11,678,748	12,028,165

24) Increase related to costs noted below and the reclass of an GIS Technician II position to a GIS Specialist I (\$3,485). Additional increases are associated with inflationary contractual adjustments for data-layer maintenance.

25) Inflationary increase related to County software and maintenance contracts (\$228,461) including: Microsoft Office 365, Adobe Acrobat, Banner Document Management, NeoGov Human Resources management system, and cyber security enhancements; in addition to other related increases associated with work order management systems, email archiving services, and employee application and software training.

### Office of Library Services

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
26) Library Services	5,838,912	6,279,444	6,718,819	7.0%	6,886,692	7,061,330	7,243,012	7,432,046
	5,838,912	6,279,444	6,718,819	7.0%	6,886,692	7,061,330	7,243,012	7,432,046

26) Decrease is related to efficiency reductions in support of the Essential Libraries Initiative, which allowed for the reduction of two vacant Library Services positions (\$120,844), offsetting the addition of a Grants Coordinator and Facilities Technician position to address other needs within the organization. These reductions are offset by increases in personnel and operating costs noted below and the reclass of a Computer Support Technician to a Graphic Design Specialist (\$12,123).

### Office of Public Safety

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
27) Animal Control	1,699,630	1,870,463	1,965,482	5.1%	2,028,301	2,092,975	2,113,422	2,134,631
28) Emergency Medical Services	17,772,399	21,995,039	24,691,801	12.3%	25,388,171	25,817,686	26,263,738	26,727,159
	19,472,030	23,865,502	26,657,283	11.7%	27,416,472	27,910,661	28,377,160	28,861,790

26) Increase related to funding the County's 50% share of operating and capital expenses for the Animal Shelter as specified in the interlocal agreement with the City (\$76,000).

27) Reflects the addition of a 10-person crew (\$540,943) and special day and extra shift stipend pay (\$370,000) to maintain current service levels and response times, offset by a corresponding reduction in overtime of \$287,232. Other increases include the Advance Life Support Agreement with City Fire Department (\$139,462); medical supplies (\$34,940); and the EMT to Paramedic Training Program (\$25,175).

### Office of Intervention & Detention Alternatives

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
29) County Probation	1,427,552	1,670,064	1,748,825	4.7%	1,793,355	1,839,661	1,887,810	1,937,886
30) Drug & Alcohol Testing	84,947	182,622	197,052	7.9%	201,506	206,110	210,869	215,790
31) Supervised Pretrial Release	1,649,100	1,712,644	1,887,069	10.2%	1,930,674	1,976,031	2,023,217	2,072,309
	3,161,599	3,565,330	3,832,946	7.5%	3,925,535	4,021,802	4,121,896	4,225,985

29) \*See personnel note below.

30) Increase reflects costs noted below in addition to \$44,965 for operating supplies due to an increase in the number of clients placed on supervision requiring drug and/or alcohol testing for pretrial release, probation, specialty courts and pre-employment screenings.

31) Increase reflects the addition of two Probation/Pretrial Officers to assist with the increased caseload within the Supervised Pretrial Release Program, approved by the Board during the March 2022 Leon County Detention Facility population management workshop.

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, funding for 5% raises for all employees and costs related to positions included in the market based revisions to the Classification and Pay Plan. Additional cost increases are associated with the full restoration of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.*

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Office of Human Services & Community Partnerships

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
32) Housing Services	781,515	1,367,799	1,701,283	24.4%	1,719,298	1,738,023	1,757,475	1,777,684
33) Human Services	8,221,060	8,378,092	8,845,621	5.6%	8,811,823	8,933,556	9,059,032	9,170,506
34) Veteran Services	263,623	358,291	387,955	8.3%	395,013	402,333	409,931	417,821
	9,266,198	10,104,182	10,934,859	8.2%	10,926,134	11,073,912	11,226,438	11,366,011

32) Increase reflects State Housing Initiative Program (SHIP) allocated in the state budget for FY 2023, including the addition of an Affordable Housing Coordinator position to provide support for the new Homeowner and Renter Development program categories recently added to the Leon County Housing Assistance Plan. Additional increases are related to the paygrade adjustment for the Housing Rehabilitation Specialist position (\$2,000).

33) Increase reflects costs associated with Strategic Initiative #2022-31 to address food insecurity including a new Neighborhood Engagement and Community Partnerships Manager position, \$60,000 for a partnership with Second Harvest to purchase a food pantry vehicle, and \$5,000 to conduct programming and events; increases in contractual costs for the Medical Examiner of \$194,200; \$92,930 in operating costs (security, custodial, utilities, etc.) for the Medical Examiner facility; \$61,900 for the continued partnership with FSU Askew School to develop CHSP uniform performance measures; \$5,000 to host CHSP diversity, equity, and inclusion trainings. The increases are partially offset by a reduction in the state mandated Medicaid payment of \$71,462.

34) Increase reflects costs noted below and an additional \$1,500 for increased participation in the Veteran Preference Tax Voucher program which covers the cost of building permit applications for eligible disabled veterans.

### Office of Resource Stewardship

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
35) Cooperative Extension	392,179	448,037	478,515	6.8%	497,488	517,220	537,739	559,080
36) Facilities Management	12,085,059	12,589,042	13,096,391	4.0%	13,403,754	13,677,438	13,960,989	14,262,534
37) Office of Sustainability	254,303	320,289	357,714	11.7%	342,421	367,282	352,309	377,504
38) Parks and Recreation	3,027,407	3,696,120	3,959,814	7.1%	4,185,922	4,284,190	4,386,139	4,491,965
39) Solid Waste	11,318,981	12,292,735	12,786,917	4.0%	13,090,884	13,357,010	13,628,367	13,912,934
	27,077,928	29,346,223	30,679,351	4.5%	31,520,469	32,203,140	32,865,543	33,604,017

35) The increase is related to personnel and operating costs associated with the University of Florida Institute of Food and Agricultural Sciences contract.

36) In addition to the costs noted below, the increase reflects the addition of a Facilities Support Technician to address increased maintenance needs at the Leon County Detention Facility (\$69,582) and the reclass of a Facilities Technician II position (\$2,923). Other increases are related to inflationary adjustments for contractual services and operating supplies for security, custodial, HVAC, elevators, and building and grounds maintenance services (\$350,592), offset by \$212,853 in operational savings associated with the ESCO energy savings project.

37) Increase is related to hosting of the bi-annual Sustainable Communities Summit in FY 2023. The most recent summit was held in FY 2021.

38) Increase reflects costs noted below and inflationary contractual costs associated with mowing, trail, playground and ballfield maintenance, and tree trimming on greenway and park trails (\$92,835).

39) Overall increases are associated with the hauling and disposal contract (\$312,882); yard debris processing and disposal (\$72,700); and State mandated hazardous waste operations training for Hazmat Technicians.

### Constitutional

	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
40) Clerk of the Circuit Court	2,337,853	2,508,030	2,785,561	11.1%	2,864,345	2,945,396	3,028,781	3,114,569
41) Property Appraiser	5,223,248	5,350,215	5,980,519	11.8%	6,219,375	6,467,774	6,726,099	6,994,744
42) Sheriff	81,868,047	85,883,013	94,066,774	9.5%	99,525,656	105,894,334	112,832,144	120,390,499
43) Supervisor of Elections	4,430,937	4,945,661	4,728,975	-4.4%	6,872,037	4,874,706	5,877,826	5,246,463
44) Tax Collector	5,676,106	5,954,527	6,445,377	8.2%	6,569,897	6,696,463	6,821,206	6,952,021
	99,536,191	104,641,446	114,007,206	9.0%	122,051,310	126,878,673	135,286,056	142,698,296

40) Increase reflects an additional \$277,531 to fund the County share of the Clerk's Finance Department, which includes cost-of-living adjustments, increased retirement rates as well as the implementation of a salary and benefits compensation study conducted in FY 2022.

41) As allowed by the Department of Revenue, the Property Appraiser has included a 5% salary increase for employees in addition to increases for technology improvements including migrating to the County's Office 365 environment and the building of a new website.

42) In addition to normal personnel costs increases the budget includes the implementation of part one of a new compensation pay plan for Detention and Law Enforcement personnel. Contractual services increased over \$1.8 million largely due to the increased cost of providing inmate meals, medical, dental, and mental health services. Other increases are related to inflationary costs of fuel and vehicle repair.

43) Decreases are related to FY 2023 being a general election cycle. However, due to the Florida Legislature enacting new voting requirements for absentee ballots and other voting measures, the decline in the SOE budget was less than originally forecasted.

44) Increase reflects estimated commission payments associated with an increase in property tax collections related to property values increasing by 9.33%. Increases also include commission payments for the Emergency Medical Services Municipal Services Taxing Unit, and the solid waste, fire, and stormwater special assessments.

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, funding for 5% raises for all employees and costs related to positions included in the market based revisions to the Classification and Pay Plan. Additional cost increases are associated with the full restoration of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.*

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Expenditures By Department and Division

		<b>Judicial</b>							
Department / Division		FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
45)	Court Administration	256,061	222,868	304,893	36.8%	312,610	320,640	328,998	337,693
46)	Guardian Ad Litem	14,641	22,873	22,868	0.0%	22,868	22,868	22,868	22,868
47)	Other Court-Related Programs	400,536	640,919	670,038	4.5%	680,110	690,046	698,229	711,931
48)	Public Defender	155,431	143,645	143,645	0.0%	143,645	143,645	143,645	143,645
49)	State Attorney	107,680	131,935	131,915	0.0%	131,915	131,915	131,915	131,915
		934,347	1,162,240	1,273,359	9.6%	1,291,148	1,309,114	1,325,655	1,348,052
45)	Increase is related to the addition of a new IT Technical Support Specialist position to support County statutory requirements of providing technology services for the court system.								
46)	Reflects a nominal decrease in communication/internet costs charged to the program.								
47)	Increase is associated with staff travel and training for the Teen Court and nominal increases in personnel costs.								
48)	Budget is recommended at the same funding level as the previous fiscal year.								
49)	Budget is recommended at the same funding level as the previous fiscal year.								

		<b>Non-Operating</b>							
Department / Division		FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
50)	Budgeted Reserves	869,556	297,879	210,000	-29.5%	210,000	210,000	210,000	210,000
51)	Communications	3,243,220	3,841,912	3,807,263	-0.9%	3,878,617	3,951,797	3,980,812	4,010,216
52)	Consolidated Dispatch Agency (CDA)	3,165,150	3,348,695	3,432,711	2.5%	3,604,347	3,784,564	3,973,792	3,973,792
53)	Fire Control	11,764,756	10,357,634	10,562,113	2.0%	10,689,047	10,841,899	10,997,007	11,155,471
54)	Line Item Funding	160,000	100,000	100,000	0.0%	100,000	-	-	-
55)	Other Non-Operating	10,501,874	8,730,612	9,604,184	10.0%	8,142,352	8,217,544	8,538,719	8,854,009
56)	Risk Allocations	1,148,984	1,369,688	1,509,839	10.2%	1,516,526	1,523,275	1,530,093	1,536,982
57)	Risk Financing & Workers Comp	4,514,125	4,617,064	5,415,000	17.3%	5,462,000	5,513,847	5,566,122	5,617,807
		35,367,665	32,663,484	34,641,110	6.1%	33,602,889	34,042,926	34,796,545	35,358,277
50)	Reflects decrease in Solid Waste, Emergency Medical Services, Municipal Services and E-911 Emergency Communications contingencies.								
51)	Reflects annual adjustments in department billings for phone and internet charges.								
52)	Increased costs for the CDA are related to the County's 33% cost share of the agency and are associated with personnel costs, and the Motorola CAD system contract payment. The County's portion of these increases is \$84,016. The City funds the remaining 67% share of the CDA.								
53)	Increased costs are associated with the 15% growth in fire service costs related to personnel and equipment for the City Fire Department since FY 2016. These funds are used to fund fire rescue services in the unincorporated area of the County. This increase was deferred from FY 2021 due to the economic impacts of COVID. The County will use debt service savings to fund the costs increase in FY 2023. A new joint City/County rate study will be considered in FY 2024.								
54)	This budget includes support in the amount of \$100,000 for the fourth payment of a five year agreement with the Kearney Center for the capital costs associated with the Homeless Shelter Relocation.								
55)	Reflects increase in Community Redevelopment Agency (CRA) payment (\$542,534) due to increases in value for the Frenchtown and Downtown Districts; funding for the second year of a three-year commitment for the joint County, City and Florida State University Real Time Crime Center (\$277,777); a Detention Alternatives and Detention Center Space Analysis (\$200,000) to identify additional strategies to further mitigate the need for additional infrastructure, and the evaluation of future space needs that may be necessary for the Leon County Detention Facility; the State Juvenile Justice Payment (\$115,128); and funding for the Florida Civil Rights Museum, Inc. (\$60,000).								
56)	Reflects an increase in cost allocations to fund the rise in cost of general liability, property, vehicle and aviation insurance premiums.								
57)	To properly fund the County's liability for the self insurance of workers' compensation claims, the worker's compensation budget was increased by \$500,000.								
58)	<b>Debt Service</b>								
Department / Division		FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Debt Service		3,730,105	3,881,876	4,459,875	14.9%	4,459,153	4,457,706	1,003,913	929,494
ESCO Equipment Lease Financing		-	1,202,464	1,255,647	4.4%	1,258,037	1,255,119	1,256,892	1,258,314
		3,730,105	5,084,340	5,715,522	12.4%	5,717,190	5,712,825	2,260,805	2,187,808
58)	Debt service increase reflects the first payment for a \$3.35 million bank loan to finance the replacement of the 800 MHz radios for the Sheriff's Office, EMS, Animal Control, and the Volunteer Fire Departments. The Energy Saving Performance Contract (ESCO) lease financing shows the second payment of a 15-year funded energy savings project that replaces lighting and mechanical equipment at the Courthouse, Annex and the Sheriff Detention Facility that is paid for by annual utility and operational savings and a capital funding match. This project also allows for an annual recurring savings of \$3.0 million in capital funding for mechanical systems that would have been necessary if not funded by the ESCO equipment lease financing.								

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, funding for 5% raises for all employees and costs related to positions included in the market based revisions to the Classification and Pay Plan. Additional cost increases are associated with the full restoration of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.*

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## Expenditures By Department and Division

Department / Division	Capital Improvement Program							
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Budgeted Capital Reserves	-	31,255	-	-100.0%	-	14,626	37,855	53,215
Engineering Services	16,706,903	10,039,850	12,453,474	24.0%	16,610,951	16,181,058	14,961,076	14,259,837
Facilities Management	10,597,778	3,394,386	3,283,250	-3.3%	3,540,617	3,389,162	4,460,186	5,429,265
Fleet Management	1,910,387	3,468,985	1,049,340	-69.8%	7,100,540	6,867,500	6,617,700	6,674,000
Management Information Services	2,069,824	2,399,695	3,243,274	35.2%	4,343,439	4,574,226	4,406,458	4,097,383
Parks & Recreation	5,269,626	2,070,812	1,621,000	-21.7%	1,995,000	2,550,000	2,115,000	1,095,000
Public Works - Operations	147,888	435,200	756,832	73.9%	695,168	450,805	450,805	450,805
Solid Waste	595,778	427,511	150,852	-64.7%	450,852	150,852	300,852	230,852
	37,298,184	22,267,694	22,558,022	1.3%	34,736,567	34,178,229	33,349,932	32,290,357

- 59) At the June 14, 2022 workshop, the Board advanced funded \$5.84 million in American Rescue Plan Act (ARPA) funding to address rising construction costs for capital improvement needs at the Detention Facility and other law enforcement projects; funding for Replacement Vehicles and Equipment due to national supply shortages (\$1.22 million), and \$1.0 million for the Essential Library Initiative. The advanced funding of these projects resulted in an increase of only 1% in the overall capital program from FY 2022. The FY 2023 Capital Program also includes \$4.35 million for Arterial/Collector/Local Road resurfacing to maintain County roads; \$2.67 million for continued funding of the Sidewalk Program; \$2.4 million for building roofs, maintenance, infrastructure and mechanical repairs, \$550,000 for County Compute Infrastructure; and \$425,000 for Parks Capital Maintenance.

Department / Division	Grants Administration							
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
60) Grants EMS	183,218	60,000	60,000	0.0%	60,000	60,000	60,000	60,000
61) Grants Housing	342,802	50,000	50,000	0.0%	50,000	50,000	50,000	50,000
62) Grants IDA	105,772	78,454	83,800	6.8%	80,825	82,037	83,268	83,268
63) Grants Library	61,474	15,000	15,000	0.0%	15,000	15,000	15,000	15,000
64) Grants LLEBG	76,712	38,356	38,356	0.0%	38,356	38,356	38,356	38,356
Grants Parks	29,275	-	-	0.0%	-	-	-	-
Grants Public Works	415,963	-	-	0.0%	-	-	-	-
Grants-Emergency Management	40,447	-	-	0.0%	-	-	-	-
Grants-Federal Stimulus	83,022,013	-	-	0.0%	-	-	-	-
	84,277,676	241,810	247,156	2.2%	244,181	245,393	246,624	246,624

- 60) Reflects funds for grants received from the Florida Department of Health in support of Emergency Medical Services.
- 61) Reflects funding for emergency housing repair assistance from the Housing Finance Authority.
- 62) Reflects increase traffic fines collected for driver's education for the Slosberg Drivers' Education Fund after the decline caused by the impacts of COVID on driving. These funds are paid to the Leon County School Board for the driver's education program.
- 63) Reflects expenditures associated with the receipt of donations from the Friends of the Library.
- 64) Reflects anticipated Law Enforcement Block Grant funding from the Department of Justice Juvenile Assistance Grant Program (JAG).

Department / Division	Transfers							
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
65) Transfers	71,052,849	45,227,143	53,343,822	17.9%	53,959,723	53,742,185	59,157,122	61,251,737
	71,052,849	45,227,143	53,343,822	17.9%	53,959,723	53,742,185	59,157,122	61,251,737

- 65) A budget transfer is the reallocation of funding from one fund to support expenditures in another fund usually for a dedicated purpose, such as the transfer of Building funds to the Capital Improvement Fund for the purchase of Building Department vehicles. The increase in transfers for FY 2023 is related to the transfer of ARPA revenue loss replacement funds to support general government services and the capital program. In addition, increases in transfers from general revenue funds to support operations for Pretrial/Probation (due to the decline in fee revenue), Stormwater, Emergency Medical Services, Solid Waste and Fire Services as part of the multi-year fiscal plan to avoid fee increases. These transfer increases are offset by decreases in transfers to the Supervisor of Elections due to FY 2023 being a non-presidential preference primary year, Development and Environment Services Fund due to the use of dedicated DSEM fund balance to support permitting operations, and the Transportation Capital Improvements Fund due to the advanced funding of Public Works equipment with available Transportation fund balance.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Expenditures By Department and Division

	Summary Totals							
	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Leon County Government	115,675,405	128,138,428	139,461,846	8.8%	142,935,884	145,801,098	148,815,638	151,996,720
Constitutional Officers	99,536,191	104,641,446	114,007,206	9.0%	122,051,310	126,878,673	135,286,056	142,698,296
Judicial	934,347	1,162,240	1,273,359	9.6%	1,291,148	1,309,114	1,325,655	1,348,052
Non-Operating	35,367,665	32,663,484	34,641,110	6.1%	33,602,889	34,042,926	34,796,545	35,358,277
Capital	37,298,184	22,267,694	22,558,022	1.3%	34,736,567	34,178,229	33,349,932	32,290,357
Debt Service	3,730,105	3,881,876	4,513,058	16.3%	4,461,543	4,454,788	1,005,686	930,916
ESCO Lease Financing	0	1,202,464	1,202,464	0.0%	1,255,647	1,258,037	1,255,119	1,256,892
Grants	84,277,676	241,810	247,156	2.2%	244,181	245,393	246,624	246,624
<b>Total Budget Net Transfers</b>	<b>376,819,574</b>	<b>294,199,442</b>	<b>317,904,222</b>	<b>8.1%</b>	<b>340,579,170</b>	<b>348,168,259</b>	<b>356,081,255</b>	<b>366,126,134</b>
Total Operating Budget	339,521,390	271,931,748	295,346,200	8.6%	305,842,603	313,990,030	322,731,323	333,835,777
Total Capital Budget	37,298,184	22,267,694	22,558,022	1.3%	34,736,567	34,178,229	33,349,932	32,290,357
Total County Budget	447,822,423	339,426,585	371,248,044	9.4%	394,538,893	401,910,444	415,238,377	427,377,871
Total County Minus Transfers	376,819,574	294,199,442	317,904,222	8.1%	340,579,170	348,168,259	356,081,255	366,126,134

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY21 Adopted	FY22 Adopted	% Change	FY23 Budget	% Change	Reference
<b>MANDATORY</b>						
<b>Constitutional Officers</b>						
Supervisor of Elections	4,413,603	4,945,661		4,728,975		FS 129.202, FS 97-107
Tax Collector	5,802,167	5,954,527		6,445,377		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,215,123	5,350,215		5,980,519		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	81,219,754	85,883,013		94,066,774		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,337,828	2,508,030		2,785,561		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
	98,988,475	104,641,446	5.71%	114,007,206	8.95%	
<b>Judiciary (Article V)</b>						
State Attorney	130,950	131,935		131,915		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	141,745	143,645		143,645		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	24,277	22,873		22,868		FS 29.008, FS 39.8296
Court Administration	185,228	176,780		256,864		FL Constitution: Article V, FS 29.008
Legal Aid	308,895	309,180		309,940		FS 939.185(2)
subtotal	791,095	784,413	-0.84%	865,232	10.30%	
<b>Charter</b>						
County Commission	1,911,276	1,936,151		1,905,494		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,011,946	2,078,549		2,179,488		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,238,043	1,279,626		1,379,506		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	5,161,265	5,294,326	2.58%	5,464,488	3.21%	
<b>Payments</b>						
CRA-Payment	3,518,010	3,511,976		4,054,510		FS 163.506
Debt Service	3,529,937	5,084,340		5,715,522		FS 130
Medical Examiner	717,875	732,555		1,005,935		FS 406.08
Tubercular Care & Child Protection Exams	61,000	50,000		50,000		FS 392.68
Baker and Marchman Act	638,156	638,156		638,156		FS 394.76(3)b
Medicaid & Indigent Burial	3,514,803	3,250,753		3,179,281		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	1,174,781	1,289,909		1,330,908		FS 985.686
subtotal	13,199,562	14,602,689	10.63%	16,019,312	9.70%	
<b>Transportation/Stormwater</b>						
Public Works Support Services	627,095	648,504		682,539		
Engineering Services	3,958,223	4,375,628		4,547,954		FS 316.006(3)
Transportation Maintenance	4,699,676	5,128,878		5,458,545		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,939,347	3,263,395		3,894,770		FS 337.401
Stormwater Maintenance	3,223,759	3,589,761		3,915,146		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	15,448,100	17,006,166	10.09%	18,498,954	8.78%	
<b>Development Support &amp; Environmental Management</b>						
Development Services (not including Bldg Dept)	862,945	755,902		877,839		LCL: Chapter 10, FS 163.3180, FS 163.3202
Environmental Compliance	1,571,074	1,533,139		1,687,051		County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Development and Environmental - Support Services	615,188	594,280		586,938		Supports functions of Fund 121
subtotal	3,049,207	2,883,321	-5.44%	3,151,828	9.31%	
<b>Other</b>						
Veterans Services	215,077	269,391		298,055		FS 292.11
Planning	1,082,305	1,097,848		1,046,675		FS 163.3174, FS 163.3167(2)
Court House Annex	557,930	626,229		597,295		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,149,545	1,369,688		1,509,839		
subtotal	3,004,857	3,363,156	11.92%	3,451,864	2.64%	
<b>Solid Waste</b>						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	11,068,224	9,901,735		10,248,230		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	540,975	573,699		562,741		FS 403.706 and Interlocal Agreement
Hazardous Waste	735,726	823,934		848,607		FS 403.7225, FS 403.704
subtotal	12,344,925	11,299,368	-8.47%	11,659,578	3.19%	
<b>TOTAL MANDATORY</b>	<b>151,987,486</b>	<b>159,874,885</b>	<b>5.19%</b>	<b>173,118,462</b>	<b>8.28%</b>	

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY21 Adopted	FY22 Adopted	% Change	FY23 Budget	% Change	Reference
<b>NON-MANDATORY</b>						
Jail Detention/Mental Health Coordination	45,136	46,088		48,029		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,451,921	1,712,644		1,887,069		Provided alternative to incarceration
Code Enforcement	496,818	533,698		535,573		Numerous Leon County Code of Laws FS 125.001
Community and Media Relations	753,526	836,910		904,699		FS 125.9503, County Emergency Management Plan
Volunteer Services	188,225	203,081		206,970		
Parks and Recreation	3,232,597	3,696,120		3,959,814		
Cooperative Extension	442,331	448,037		478,515		FS 1004.37
Mosquito Control	807,504	804,995		856,500		FS 388.161-162
Library	6,598,174	6,279,444		6,718,819		
Housing Services	601,674	626,259		694,834		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		253,709		FS 154.01
						FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 - Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D- 3.040
Animal Control	1,815,890	1,870,463		1,965,482		Provides an alternative to the County Jail
Probation	1,227,925	1,322,305		1,401,066		
Rural Waste Service Centers	742,376	757,217		783,563		
Yard Waste	403,564	236,150		343,776		
Primary Health Care	1,824,059	1,836,838		1,833,820		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	331,364	320,289		357,714		
Strategic Initiatives	808,279	897,905		945,642		
Real Estate	344,646	398,896		513,347		
subtotal	22,353,354	23,064,684	3.18%	24,688,941	7.04%	
<b>Agreements/Payments</b>						
Fire Department - City Payment	8,351,804	9,875,155		10,079,634		FS 125.01(1)d and Interlocal Agreement Interlocal Agreement with City of Tallahassee
City Payment - Parks Rec/Animal Shelter	1,504,334	1,568,268		1,634,919		
subtotal	9,856,138	11,443,423	16.10%	11,714,553	2.37%	
<b>Outside Agency Funding</b>						
Council on Culture & Arts (COCA)	1,027,347	1,053,667		1,457,609		Ordinance 2006-34
DISC Village/Juvenile Assessment Center	222,759	222,759		222,759		Ordinance 2006-34
Domestic Violence Coordinating Council	25,000	25,000		25,000		
Homeless Shelter Relocation	100,000	100,000		100,000		
subtotal	1,375,106	1,401,426	1.91%	1,805,368	28.82%	
<b>Miscellaneous</b>						
Human Services CHSP	1,691,580	1,632,445		1,884,720		County Policy No. 01-04
Military Grant	33,000	33,000		33,000		County Policy No. 03-18
Summer Youth Employment	40,727	40,731		40,731		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionary Funding	100,000	100,000		100,000		
Blueprint 2000	578,609	587,316		631,566		
subtotal	2,926,395	2,875,971	-1.72%	3,172,496	10.31%	
<b>Event Sponsorships</b>						
Community Events	37,000	37,000		37,000		
North Florida Homeless Veterans Stand Down	10,000	10,000		10,000		
Honor Flight	20,000	20,000		20,000		Ordinance 2006-34
Operation Thank You!	20,900	20,900		21,900		Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
subtotal	80,900	80,900	0.00%	93,900	16.07%	
<b>TOTAL NON-MANDATORY</b>	<b>36,591,893</b>	<b>38,866,404</b>	<b>6.22%</b>	<b>41,475,258</b>	<b>6.71%</b>	

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY21 Adopted	FY22 Adopted	% Change	FY23 Budget	% Change	Reference
<b>SUPPORT FUNCTIONS</b>						
Office of Management & Budget/Risk Management	1,004,655	1,062,466		1,201,960		FS 129
Facilities Management	12,063,601	11,856,961		12,392,397		FS 29.008 Maintains County Facilities
Human Resources	1,526,508	1,576,424		1,583,513		Implement Federal and State legislation regarding employment practices
Management Information Services	7,483,475	7,828,184		8,491,179		FS 29.008 Maintains all County information systems - emails, hardware, software, etc.
Purchasing	585,743	645,657		676,792		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	2,099,120	2,110,729		2,278,123		Interlocal Agreement with the City of Tallahassee
Consolidated Dispatch Agency (CDA)	3,165,150	3,348,695		3,432,711		Interlocal Agreement with the City of Tallahassee and Leon County Sheriff
Non-Operating (Audit, Bank Charges, etc.)	1,004,436	1,283,896		1,462,739		
<b>TOTAL SUPPORT FUNCTIONS</b>	<b>28,932,688</b>	<b>29,713,012</b>	<b>2.70%</b>	<b>31,519,414</b>	<b>6.08%</b>	
<b>RESERVES</b>						
Budgeted Contingency; all funds	908,541	297,879		210,000		
<b>TOTAL BUDGETED RESERVES</b>	<b>908,541</b>	<b>297,879</b>	<b>-67.21%</b>	<b>210,000</b>	<b>-29.50%</b>	
<b>TOTAL GENERAL REVENUE SUPPORTED</b>	<b>218,420,608</b>	<b>228,752,180</b>	<b>4.73%</b>	<b>246,323,134</b>	<b>7.68%</b>	
<b>SELF SUPPORTING AND INTERNAL SERVICES</b>						
Building Inspection	2,024,882	2,142,963		2,238,003		Numerous FS cites - see division page
Fleet Management	3,073,578	2,838,005		3,395,084		
Risk Management - Workers Comp	3,842,403	4,617,064		5,415,000		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	1,921,426	2,065,321		2,125,664		
Teen Court	73,422	51,309		53,110		FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28
Drug Abuse Trust Fund	84,835	89,015		93,480		
Judicial Programs	299,142	280,430		306,988		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	669,274	1,306,498		1,592,883		
Emergency Management Grant Match	121,221	121,221		121,221		
Emergency Management Grants	233,883	242,152		258,167		
9-1-1 Funding	1,234,700	1,173,147		1,210,820		FS 365.171
Emergency Medical Services (EMS)	20,336,869	21,995,039		24,691,801		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism	3,353,120	3,947,838		5,302,994		
Killarn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 MHz Radio Support	1,686,950	1,776,591		1,681,599		
Huntington Oaks Plaza	105,695	105,852		106,699		
Drug & Alcohol Testing	175,899	182,622		197,052		
<b>TOTAL SELF SUPPORTING AND INTERNAL SERVICES</b>	<b>39,469,799</b>	<b>43,167,567</b>	<b>9.37%</b>	<b>49,023,065</b>	<b>13.56%</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>257,902,407</b>	<b>271,931,747</b>	<b>5.44%</b>	<b>295,346,199</b>	<b>8.61%</b>	
<b>TOTAL CAPITAL BUDGET (excluding reserves)</b>	<b>22,605,768</b>	<b>22,236,439</b>	<b>-1.63%</b>	<b>22,558,022</b>	<b>1.45%</b>	
<b>TOTAL CAPITAL RESERVES</b>	<b>57,570</b>	<b>31,255</b>	<b>-45.71%</b>	<b>-</b>	<b>-100.00%</b>	
<b>GRAND TOTAL</b>	<b>280,565,746</b>	<b>294,199,442</b>	<b>4.86%</b>	<b>317,904,222</b>	<b>8.06%</b>	

## Notes:

## 1. Definitions of categories:

- Mandatory: Required expenditures per the Florida Constitution, Florida Statutes or the County Charter. For purposes of this exercise, there maybe 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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Major Revenues

(FY 2023 REVENUE ESTIMATES PROJECTED IN MILLIONS AT 95%)

### AD VALOREM PROPERTY TAXES (\$168.85)

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 (\$6.45)

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 Interlocal 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 10<sup>th</sup>, 2013 meeting, the Board approved levying an additional 5 cents to be shared 50/50 between the County and City.

### 9TH CENT GAS TAX (\$1.38)

This tax was a State imposed 1 cent tax on gasoline and diesel fuel. Beginning in FY 2002, the County began to levy the amount locally on all fuel consumption.

### STATE SHARED GAS TAX (\$4.01)

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

### ENVIRONMENTAL PERMITS (\$1.74)

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

### BUILDING PERMITS (\$2.25)

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 (\$6.23)

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 2020, 10% County and 10% City. In a November 2014 referendum, the sales tax was extended for another 20 years beginning on January 1, 2020, including additional revenue for L.I.F.E.

### LOCAL GOVERNMENT 1/2 CENT SALES TAX (\$14.80)

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 8.9744 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.

### PUBLIC SERVICE TAX (\$9.44)

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

### LOCAL COMMUNICATIONS SERVICES TAX (\$2.60)

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%.

### STATE REVENUE SHARING TAX (\$6.45)

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 (\$6.54)

This is a locally imposed 5% tax levied on rentals and leases of less than six months duration. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida Statute 125.014).

### EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$21.85)

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

### PROBATION FEES (\$0.62)

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 (\$10.79)

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 (\$8.64)

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.

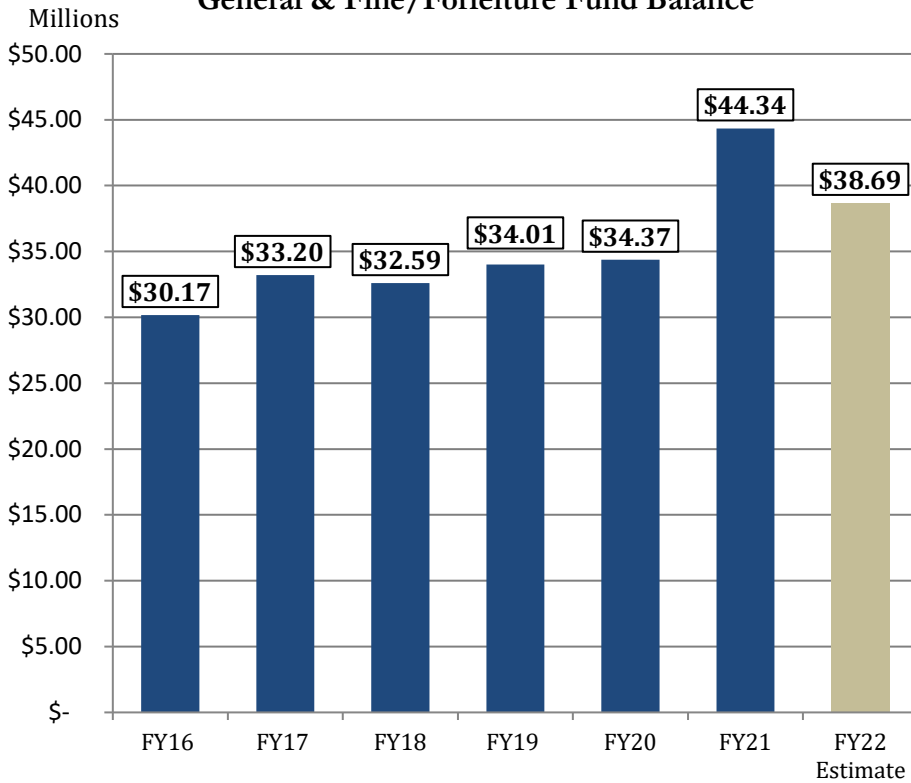
### COURT FACILITIES FEE (\$0.56)

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 2023 TENTATIVE BUDGET

# » Major Revenues

**General & Fine/Forfeiture Fund Balance**

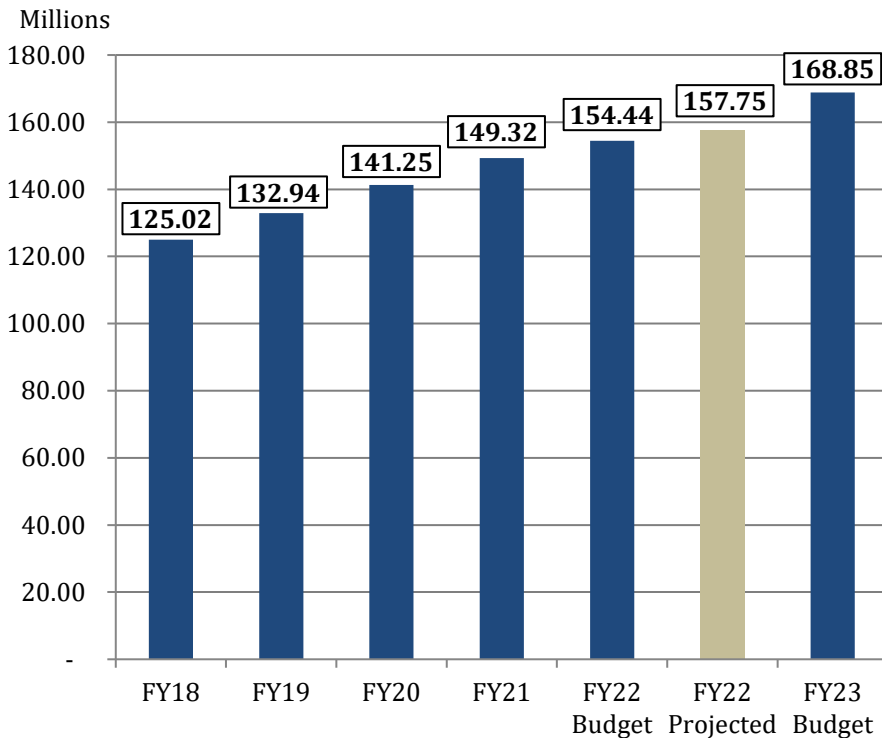


### General Fund – Fund Balance

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 year ending fund balance for FY 2020 is \$34.37 million and the year ending fund balance for FY 2021 is \$44.34 million. The increase in FY 2021 reflects the remaining \$5.2 million of the \$7.75 million transfer of American Rescue Plan Act (ARPA) funding, of which a portion was used as revenue loss recovery to balance the FY 2022 and FY 2023 budgets to support general government services. The FY 2022 estimated fund balance of \$38.69 million, reflects 22% of FY 2022 operating expenditures.

To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2022 General/Fine and Forfeiture Fund Balance would have to remain between \$26.2 million and \$51.3 million. As depicted, the fund balance is within this range.

**Ad Valorem Property Taxes: Actuals and Projections**



### 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)).

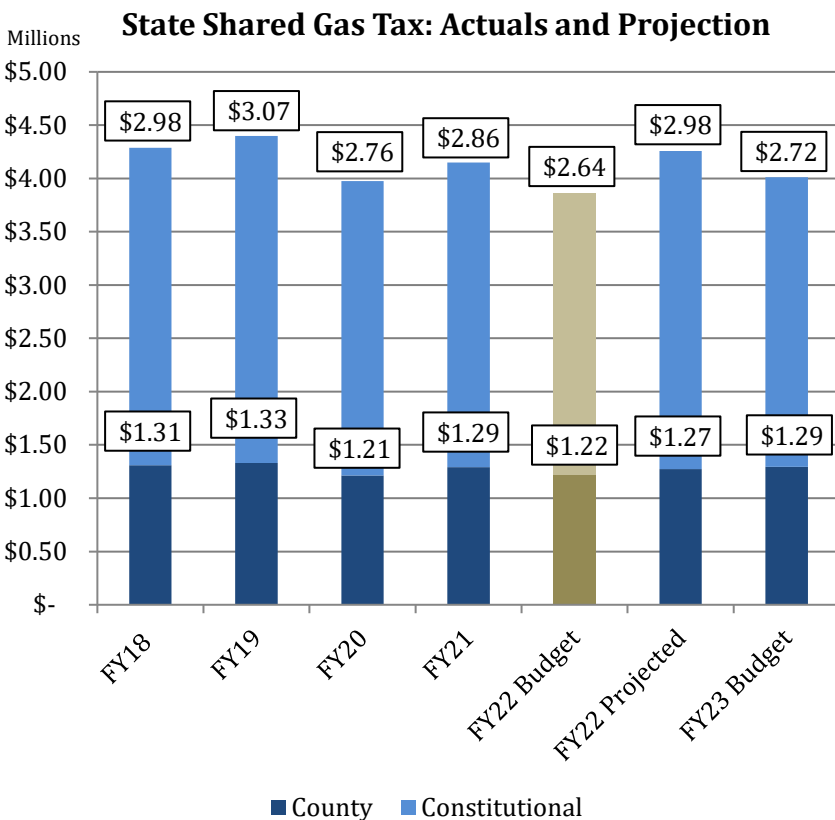
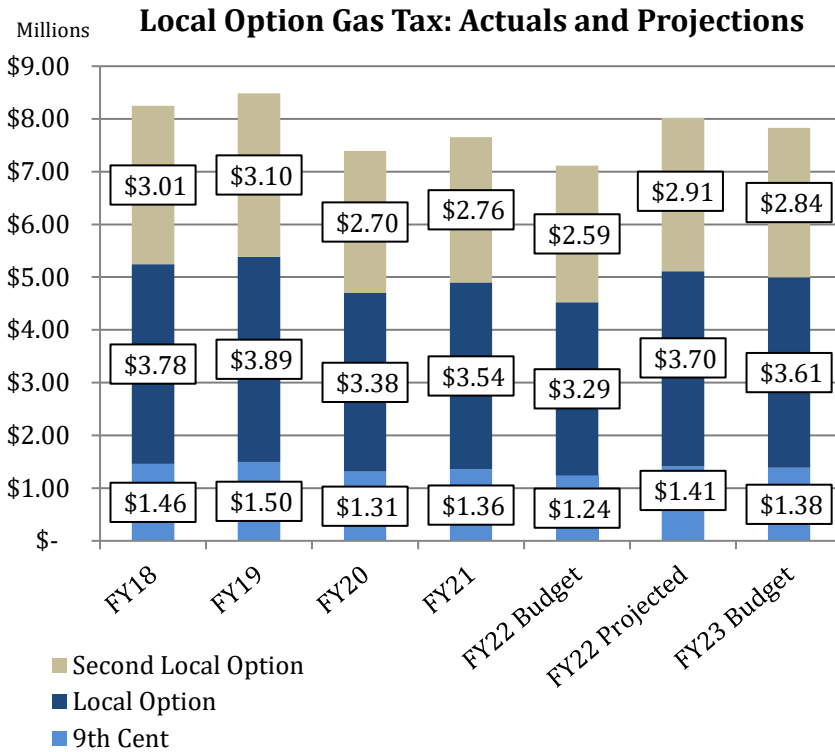
The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies.

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 exemptions limit the future growth in ad valorem taxes for homesteaded property to 3.0% for FY 2023 compared to 1.4% last year.

The FY 2023 Ad Valorem taxes projection reflects a 9.33% increase in Ad Valorem revenue collections compared to the 4.8% growth experienced in FY 2022. A recovering economy for commercial property and new building construction have contributed to the increase. Final property valuations were provided by the Property Appraiser’s Office on July 1, 2022.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues



**Local Option Gas Tax:**

**9<sup>th</sup> Cent Gas Tax:** This tax was a State imposed 1 cent tax on special and diesel fuel. Beginning in FY 2002, 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 Interlocal 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.

**2<sup>nd</sup> 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 consumption-based tax is seeing a return to pre-pandemic levels as in-person gatherings and leisure travel are resuming. The FY 2022 projections for this consumption-based tax is 12.7% higher than budgeted. The FY 2023 budget projects a 10.1% increase over the FY 2022 budget.

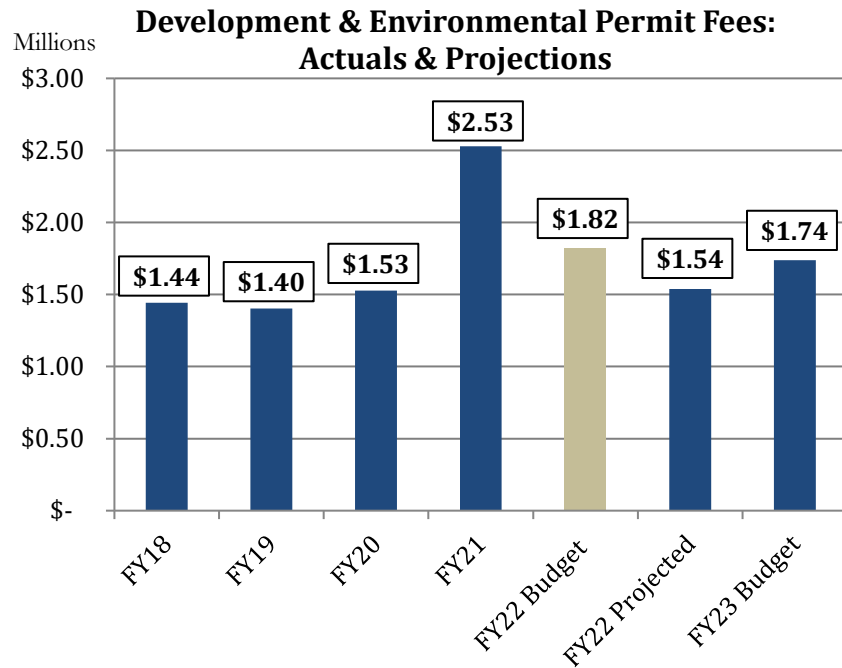
**State Shared Gas Tax:**

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 and others). These revenue streams are disbursed from the State based on a distribution formula consisting of county area, population, and collection.

This consumption-based tax is seeing a return to pre-pandemic levels as in-person gatherings and leisure travel are resuming. The FY 2022 projections for this consumption-based tax are 10.3% higher than budgeted. The FY 2023 budget projects an 4.0% increase over the FY 2022 budget.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

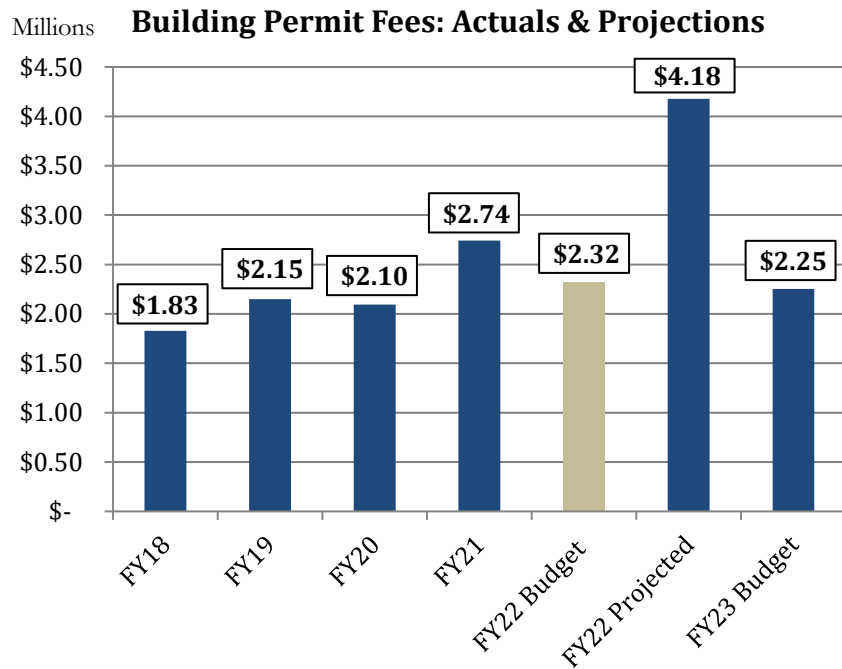
# » Major Revenues



**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. The last fee increase was approved in 2008 by the Board as a result of a fee study.

FY 2022 Environmental Permit Fees are anticipated to come in 15.6% less than budgeted, reflecting a stabilization of growth in environmental permit activity. FY 2023 budget reflects a 4.7% decrease over the FY 2022 budgeted amount. The major increases in FY 2021 are related to a permitting application for the Amazon Fulfillment Center.



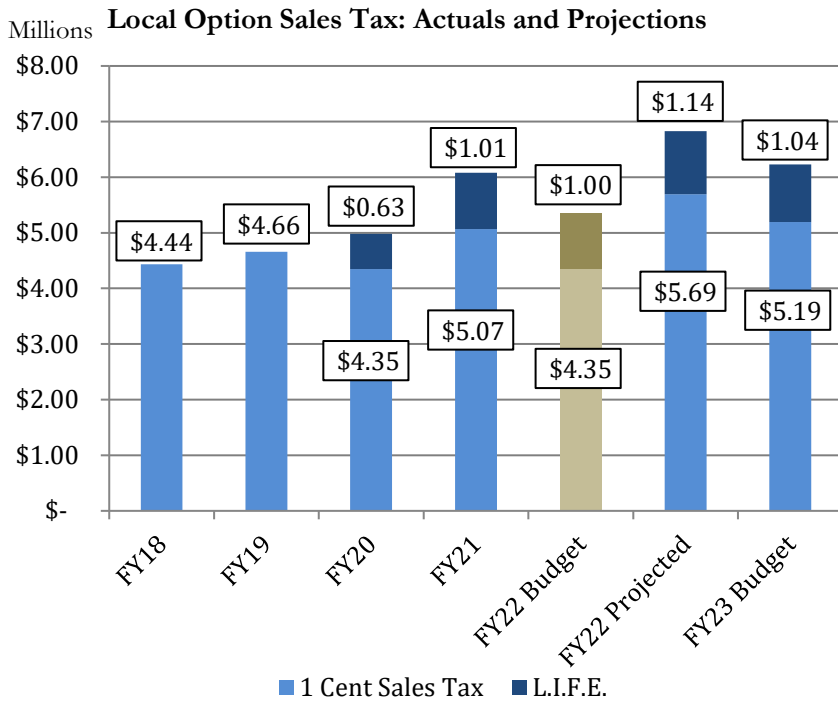
**Building Permit Fees:**

Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of 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. In February 2022, the Board adopted a revised fee schedule based on a 2021 building plan review & inspections fee study. The study found that overall permit costs were commensurate with the services provided and self-supporting for review and inspection purposes but recommended a revenue-neutral transition to a flat fee structure and the implementation of a technology fee to support demands for greater digital services. This fee schedule is effective June 1, 2022.

As noted in the chart, the activity level of permitting is variable from year-to-year depending on the number and size of permitted buildings. Estimates for FY 2022 indicate a 52.5% increase in revenues collected in FY 2021 showing an increase in building permitting activity from the previous year. The major increase is related to fees collected from the construction of an Amazon Fulfillment Center. The FY 2023 budget reflects stabilization of growth in permitting activity with a 3.0% decrease over the FY 2022 budgeted amount.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues



**Local Option Sales Tax:**

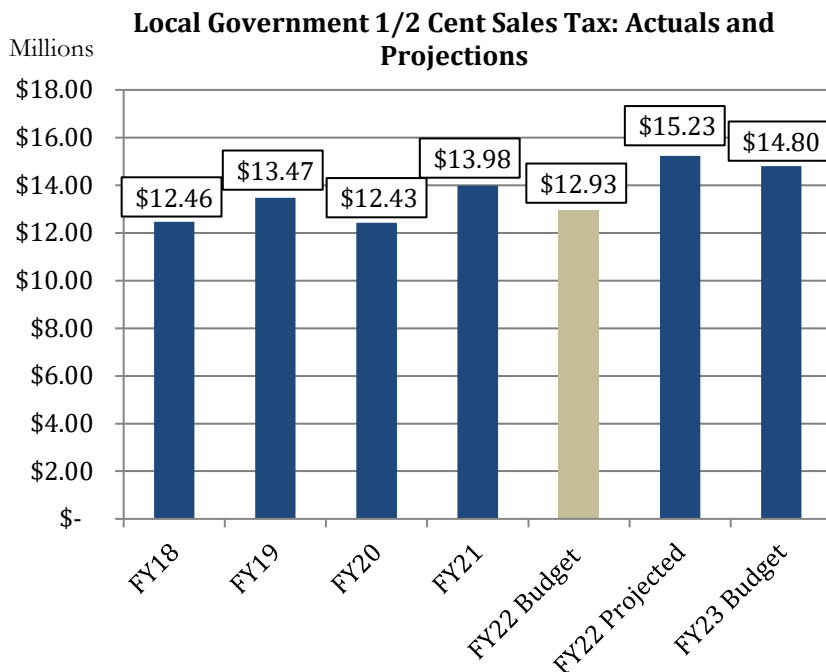
**1 Cent Sales Tax:** The Local Option Sales Tax is a 1-cent sales tax on all transactions up to \$5,000. In the November 2014 referendum, the sales tax was extended for another 20 years beginning in 2020. The revenues are distributed at a rate of 10% to the County, 10% to the City, and 80% to Blueprint 2000.

**L.I.F.E.:**

On January 1, 2020, 2% of the penny sales tax proceeds began being collected for Livable Infrastructure for Everyone (L.I.F.E.) projects that address small-scale infrastructure needs. L.I.F.E. projects will also address unforeseen infrastructure needs that population growth and/or aging infrastructure will create.

The amounts shown are the County's share only. The first three months of FY 2020 do not reflect the 2% L.I.F.E. funding which started in January 2020.

The Local Option 1-Cent Sales Tax is projected to generate 12.4% more than FY 2021 due to high consumer spending. The FY 2023 budget reflects a 2.5% increase over FY 2021 actuals but an 8.8% decline over the projected collections for FY 2022 representing slower economic growth.



**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.

Effective July 1, 2021, internet sales retailers and marketplace providers with no physical presence in Florida were required to collect the Florida sales tax on sales of taxable items delivered to purchasers in Florida if the out-of-state retailer or marketplace provider makes a substantial number of sales into Florida.

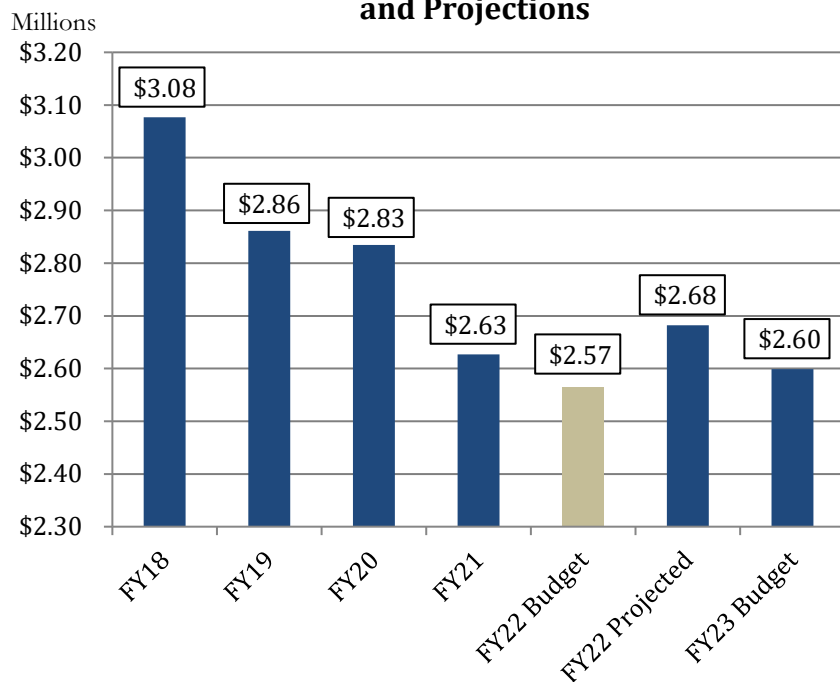
The amounts shown are the County's share only.

Leon County is projected to receive 17.8% more than budgeted for FY 2022 due to the inclusion of online transactions. The FY 2023 budget shows a 14.5% increase over the FY 2022 budget.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Major Revenues

### Local Communication Services Tax: Actuals and Projections



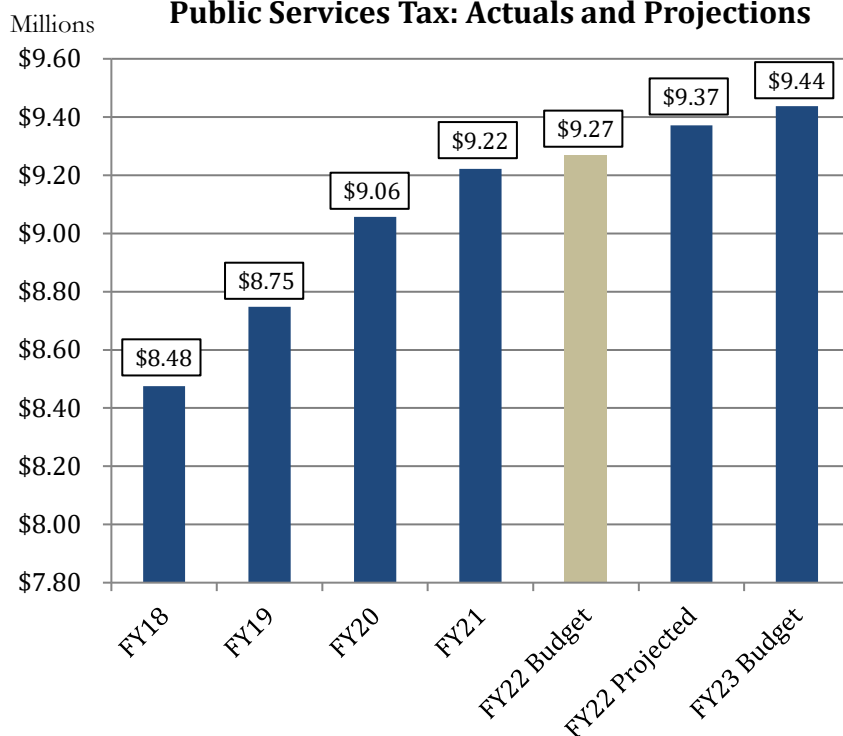
#### Communication Services Tax:

The Communication Services Tax (CST) applies to telecommunications, video, direct-to-home satellite, and related services. The 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 Option 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.

Statewide, the CST has been in decline the past five years. Part of this decline was 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 the erroneous overpayment of local taxes. This adjustment was deducted from monthly distributions, in the amount of \$9,159, effective March 2018 through March 2021.

FY 2022 revenues are anticipated to come in at 4.6% higher than budgeted, and the estimated FY 2023 budget is in line with the projected collections for both Leon County as well as the State of Florida.

### Public Services Tax: Actuals and Projections



#### Public Services 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.

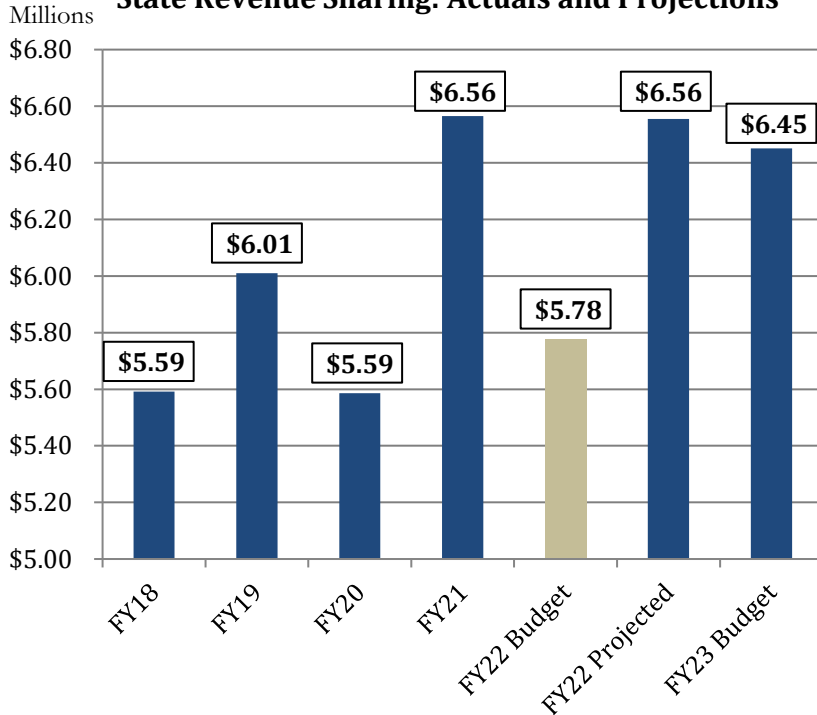
Due to its consumption basis, this tax is subject to many variables including rates and usage.

The COVID-19 pandemic increased home consumption for the Public Services Tax collections due to continued teleworking opportunities. The FY 2022 revenue projection shows a 1.6% increase over collections in FY 2021 and a 1.1% increase over the FY 2022 budget. The FY 2023 budget shows a 1.8% increase over the FY 2022 budget.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues

**State Revenue Sharing: Actuals and Projections**

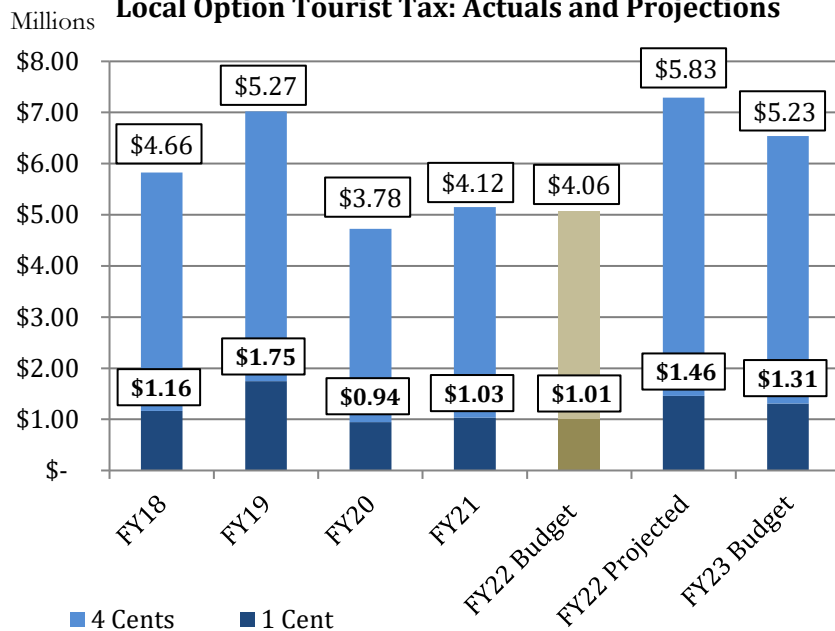


**State Revenue Sharing:**

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 approximately 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 monthly by the Florida Department of Revenue.

For state revenue sharing, Leon County is projected to receive 13.5% more than budgeted for FY 2022 due to increased consumer spending. The FY 2021 increase is due to the annual true-up, which included the monthly increase of collection prior to the pandemic and the revenue withheld by the state in May and June 2021 to keep the trust fund solvent. The FY 2023 budget is in line with FY 2022 projections.

**Local Option Tourist Tax: Actuals and Projections**



**Local Option Tourist Tax:**

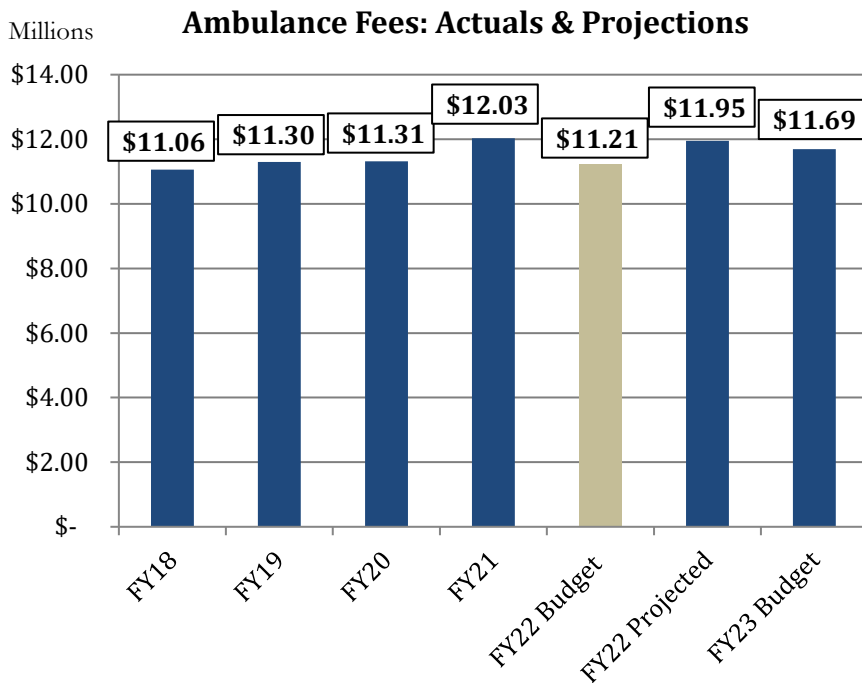
The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than six-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida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

COVID-19 dramatically changed the local economy and significantly reduced County revenues in several areas, none more so than the Tourist Tax.

The national, state, and local recommendations for social distancing and reduced capacity, cancellation of events, and significant reductions in hotel occupancy rates are reflected in FY 2020 and 2021 collections. The FY 2022 projected collection shows a 46.1% increase over the budgeted amount as the tourism economy is rebounding much faster than anticipated, resulting in a significant increase. FY 2023 anticipates a stabilization of growth.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues



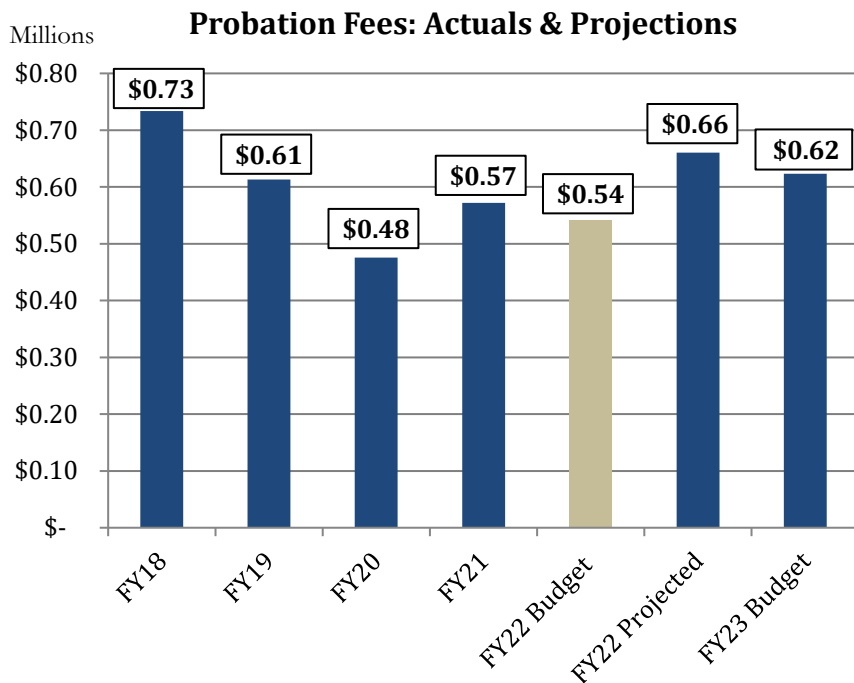
**Ambulance Fees:**

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

The Emergency Medical System (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).

To estimate revenues more accurately, 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. The fee reduction did not cause a decline in revenue as anticipated, but increased collection rates due to making patient billings more affordable.

Actual revenues for FY 2022 are projected to increase by 6.6% over the budgeted amount due to higher than anticipated collection rates of outstanding billings and increased patient transport revenues.



**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 Pre-Trial 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.

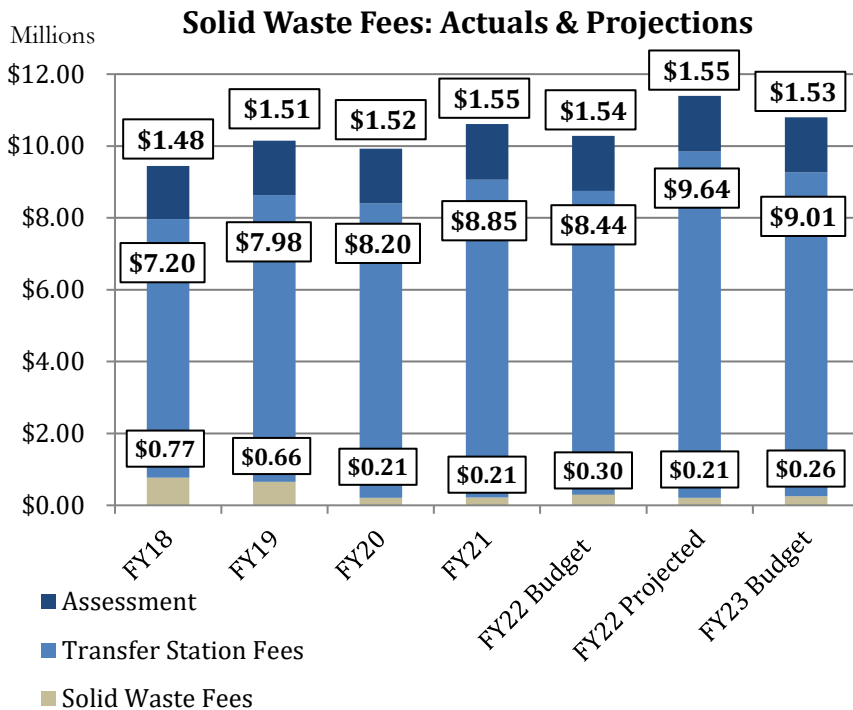
Revenues collected through Probation and Pre-Trial fees have steadily declined since FY 2018. This can be attributed to early termination of sentences and a decrease in court ordered GPS (Global Positioning Satellite) electronic monitoring/tracking and withheld adjudications for offenders unable to afford fees.

The effects of COVID-19 can still be seen in Pre-Trial and Probation Fees due to the courts navigating reopening and sentencing following all guidelines. FY 2022 projected revenues are expected to be 22.2% higher than the budget as the courts have resumed hearings. The FY 2023 budget projects a 15.3% increase over the FY 2022 budget.



LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues

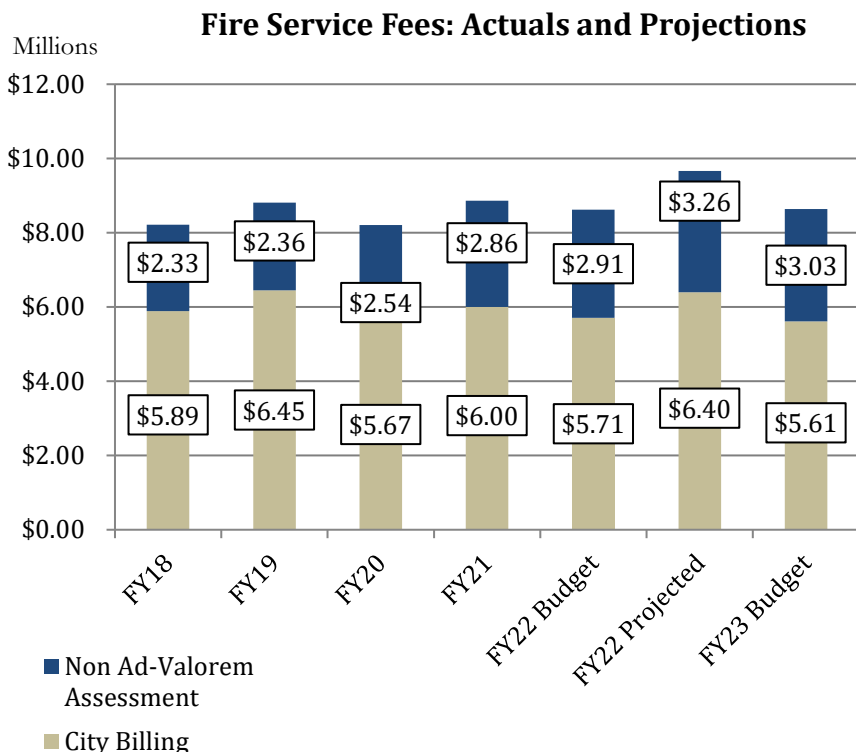


**Solid Waste Fees:**

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 stopped 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. Rural Waste Service Center fees were eliminated in FY 2020, removing the financial barrier to allow residents to responsibly dispose of waste.

FY 2022 revenue estimates project a 10.8% increase over the budgeted amount due to a rise in material brought to the Transfer Station. The FY 2023 budget reflects a modest increase over the FY 2022 budget.



**Fire Service Fees:**

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

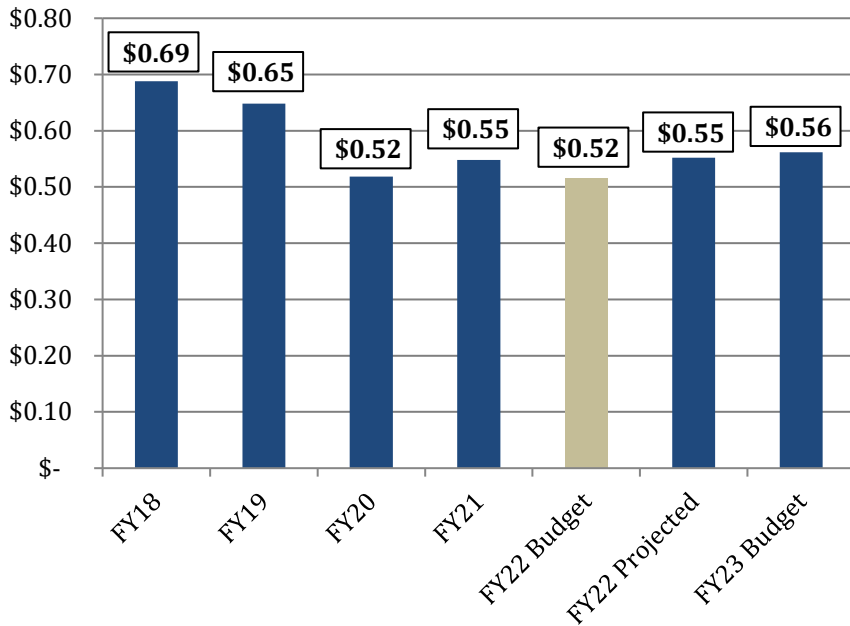
This fee was adopted June 9, 2009 and is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area of the County to pay for fire services. On June 23, 2015, the Board approved an increased new fee schedule beginning in FY 2016, with 15% reduction for the first two fiscal years, to delay the full fiscal impact on rate payers. The expiration of this discount in FY 2018 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.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Major Revenues

**Court Facilities Fees: Actuals & Projections**



**Court Facilities Fees:**

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 FY 2021 the County collected \$547,965 in these fees but expended more than \$9.06 million on behalf of the State Court system.

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

Court facility fees are generated through traffic ticket violations, which were significantly impacted by the stay-at-home order and shift to telecommuting due to COVID-19. The FY 2022 projections indicate a 7.1% increase from the budgeted amount and the FY 2023 estimates are 8.8% higher than the prior year budget due to an increase in ticket violations as normal travel has resumed.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Recommended Position Changes

## Positions Additions and Deletions

Leon County Government	FTE	Impact	Leon County Government	FTE	Impact
<b>Department of Public Works</b> <sup>1</sup>			<b>Office of Public Safety</b> <sup>5</sup>		
<b>Operations</b>			<b>Emergency Medical Services</b>		
Crew Chief I	1.00	\$ 58,871	New Crew for 24/7 Ambulance	10.00	\$ 781,175
Maintenance Technician	3.00	\$ 176,613	Overtime Off-set		\$ (287,232)
<b>Total Public Works</b>	<b>4.00</b>	<b>\$ 235,484</b>	<b>Total EMS</b>	<b>10.00</b>	<b>\$ 493,943</b>
<b>Division of Tourism</b> <sup>2</sup>			<b>Office of Resource Stewardship</b> <sup>6</sup>		
<b>Detention Facility</b>			<b>Facilities Technician IV</b>		
Events and Grants Manager	1.00	\$ 79,013		1.00	\$ 69,582
Graphic and Web Design Lead	1.00	\$ 79,013	<b>Total ORS</b>	<b>1.00</b>	<b>\$ 69,582</b>
<b>Total Tourism</b>	<b>2.00</b>	<b>\$ 158,026</b>			
<b>Office of Financial Stewardship</b> <sup>3</sup>			<b>Office of Library Services</b> <sup>7</sup>		
<b>Office of Management &amp; Budget</b>			<b>Vacant Library Services Assistant</b>		
Grants Coordinator	1.00	\$ 79,022		-2.00	\$ (120,844)
<b>Total OFS</b>	<b>1.00</b>	<b>\$ 79,022</b>	<b>Total Library</b>	<b>-2.00</b>	<b>\$ (120,844)</b>
<b>Office of Human Services &amp; Community</b>					
<b>Partnerships</b> <sup>4</sup>			<b>Total Leon County Government</b>		
<b>Neighborhood Engagement &amp; Community</b>			<b>18.00</b>	<b>\$</b>	<b>1,087,491</b>
Partnership Manager	1.00	\$ 91,159			
Affordable Housing Coordinator	1.00	\$ 81,119			
<b>Total HSCP</b>	<b>2.00</b>	<b>\$ 172,278</b>			
<b>Judicial and Constitutionals</b>					
<b>Constitutionals</b>					
<b>Supervisor of Elections</b>					
Voter Operations Technician	1.00	\$ 58,019			
<b>Total Supervisor of Elections</b>	<b>1.00</b>	<b>\$ 58,019</b>			
<b>Total Constitutionals</b>			<b>19.00</b>	<b>\$</b>	<b>1,145,510</b>

## Notes:

- In support of Strategic Initiative #2022-19 to address roadside litter, a new four-person litter crew (a Crew Chief I and three Maintenance Technicians) were recommended for funding. This funding provides for a full-time crew dedicated to litter removal to ensure that trash is removed from all 519 miles of County maintained right-of-way at regular intervals.
- Two new positions, an Event and Grants Manager, and a Graphic and Web Design Lead, were recommended to ensure that the Division of Tourism continues to provide adequate resources to attract visitors and events to the area. The Event and Grants Manager will provide coordination and management of sponsorship opportunities and partnerships related to the expanding number of events managed by the Division of Tourism. The Graphic and Web Design Lead will ensure that relevant and timely content for the website and social media platforms are produced. This position will assist in increasing the visibility and exposure across all marketing platforms and benefit of the overall marketing of the Tallahassee-Leon County destination. These positions are funded by dedicated bed-tax revenue.
- In support of Strategic Initiative #2022-8 to leverage federal infrastructure bill funding in support of county projects, a Grants Coordinator was recommended for funding. To ensure that grant prospects are identified and applied for in a timely manner, the position was approved for funding in the FY 2022 budget year. In addition to monitoring and identifying Federal infrastructure funding opportunities, this position will pursue other grant opportunities as well as track and report on existing federal grants.
- In support of Strategic Initiative #2022-32 to develop and implement the Neighborhood First Program to engage residents and develop plans to address poverty and inequity in targeted neighborhoods and to support Strategic Initiative #2022-31 and implement the findings of the food insecurity community meetings that occurred during May 2022, a Neighborhood Engagement & Community Partnership Manager position was recommended. This position will manage the implementation of the immediate actions and proposed recommendations to achieve the solutions identified during the neighborhood food insecurity meetings. In addition, an Affordable Housing Coordinator position was recommended. Adding this position will allow the Division of Housing Services to provide necessary support for the two new program categories (Homeowner and Renter Development) recently added to the Leon County Housing Assistance Plan (LHAP) in FY 2022. The addition of the position will be funded with State Housing Initiative Partnership Program (SHIP) funding. Both new positions were approved for funding in the FY 2022 budget year.
- Due to an increase in call volume and to ensure resources are available for this increased demand, a full crew was added to staff a 24/7 ambulance. The additional crew was recommended to maintain current service levels and response times. There was a decrease in the EMS overtime budget to assist in funding this new crew.
- As part of the FY 2021 budget, Sheriff Detention Facility maintenance staff were transferred to Leon County Government Facilities Management. Based on current and future maintenance needs of the aging facility, the addition of a Facilities Technician IV was recommended.
- As part of the Essential Library Initiative and to enhance customer experience, technology and space innovations are being implemented that allow for a reduction of vacant positions at the Library. For FY 2023, two vacancies at the Library have been eliminated. This reduction off-sets the addition of the Grants Coordinator and Facilities Technician IV.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Recommended Position Changes

## Positions Reclassifications

Former Position Title	FTE	New Position Title	FTE	Impact
<u>Department of Public Works</u>		<u>Department of Public Works</u>		
<b>Engineering<sup>1</sup></b>				
CAD Technician	1.00	Engineering Technician	1.00	\$ 2,401
Crew Chief I	1.00	Work Control Coordinator	1.00	\$ 4,493
<u>Department of Development Support &amp; Environmental Management<sup>2</sup></u>		<u>Department of Development Support &amp; Environmental Management</u>		
Environmental Compliance Specialist	1.00	Sr. Environmental Compliance Specialist	1.00	\$ 3,282
Environmental Review Biologist	1.00	Sr. Environmental Review Biologist	1.00	\$ 5,433
<u>Office of Human Services &amp; Community Partnerships<sup>3</sup></u>		<u>Office of Human Services &amp; Community Partnerships</u>		
Housing Rehab Specialist	1.00	*Housing Rehab Specialist	1.00	\$ 2,000
		<i>*Reclass related to an increase of 50% or more change in job duties with no change in title.</i>		
<u>Office of Information Technology<sup>4</sup></u>		<u>Office of Information Technology</u>		
GIS Technician II	1.00	GIS Specialist I	1.00	\$ 3,485
<u>Office of Library Services<sup>5</sup></u>		<u>Office of Library Services</u>		
Computer Support Technician	1.00	Graphics Design Specialist	1.00	\$ 12,123
<u>Office of Resource Stewardship<sup>6</sup></u>		<u>Office of Resource Stewardship</u>		
Facilities Operations Technician I	1.00	Facilities Operations Technician II	1.00	\$ 2,923
<u>Office of Public Safety<sup>7</sup></u>		<u>Office of Public Safety</u>		
EMS Billing Technician	1.00	Quality Assurance Coordinator	1.00	\$ 3,120
EMS Billing Coordinator	1.00	*EMS Billing Coordinator	1.00	\$ 2,000
		<i>*Reclass related to an increase of 50% or more change in job duties with no change in title.</i>		
<b>Total Leon County Government</b>	<b>10.00</b>		<b>10.00</b>	<b>\$ 41,260</b>

## Notes:

- CAD Technician reclassified to a Engineering Technician with a fiscal impact of \$2,401 and a Crew Chief I reclassified to a Work Control Coordinator with a fiscal impact of \$4,493.
- Environmental Compliance Specialist reclassified to a Sr. Environmental Compliance Specialist Biologist to reflect the duties and responsibilities this position has assumed for a fiscal impact of \$3,282. An Environmental Review Biologist was reclassified to a Sr. Environmental Review Biologist to reflect the duties and responsibilities this position has assumed for a fiscal impact of \$5,433.
- Reclassification of Housing Rehab Specialist related to an increase of duties but no change in title for a fiscal impact of \$2,000.
- GIS Technician II was reclassified to GIS Specialist I at a higher paygrade with a fiscal impact of \$3,485.
- Computer Support Technician I position reclassified to create the Graphics Design Specialist position with a fiscal impact of \$12,123.
- Reclassification of a Facilities Operations Technician I to a Facilities Technician II with an impact of \$2,923.
- The EMS Billing Technician was reclassified to a Quality Assurance Coordinator with a fiscal impact of \$3,120. The EMS Billing Coordinator was reclassified related to an increase of duties but no change in title for a fiscal impact of \$2,000.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Authorized Position Summary

#### Board of County Commissioners

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
County Administration	5.00	5.00	5.00	0.00	5.00	5.00	5.00	5.00	5.00
Strategic Initiatives	13.50	14.50	14.50	0.00	14.50	14.50	14.50	14.50	14.50
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
Volunteer Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	39.50	40.50	40.50	0.00	40.50	40.50	40.50	40.50	40.50

#### Office of Information and Technology

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Management Information Services	43.34	43.34	43.34	0.00	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
	58.00	58.00	58.00	0.00	58.00	58.00	58.00	58.00	58.00

#### County Attorney's Office

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
County Attorney	12.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00
	12.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00

#### Department of Public Works

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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	137.00	137.00	4.00	141.00	141.00	141.00	141.00	141.00
Engineering Services	36.00	37.00	37.00	0.00	37.00	37.00	37.00	37.00	37.00
Fleet Management	9.00	8.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
	187.00	186.00	186.00	4.00	190.00	190.00	190.00	190.00	190.00

#### Department of Development Support & Environmental Management

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Customer Engagement Services	2.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DS Support Services	3.90	6.65	5.65	0.00	5.65	5.65	5.65	5.65	5.65
Code Compliance Services	5.50	5.50	5.35	0.00	5.35	5.35	5.35	5.35	5.35
Building Plans Review & Inspection	24.45	24.95	26.10	0.00	26.10	26.10	26.10	26.10	26.10
Environmental Services	16.90	16.90	16.90	0.00	16.90	16.90	16.90	16.90	16.90
Development Services	9.00	8.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
	62.00	62.00	62.00	0.00	62.00	62.00	62.00	62.00	62.00

#### Department of PLACE

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Planning Department <sup>1</sup>	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 32.9% and 67.1% between the County and the City.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Authorized Position Summary

#### Office of Financial Stewardship

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Office of Management and Budget	7.00	7.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
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	20.00	0.00	20.00	20.00	20.00	20.00	20.00

#### Division of Tourism

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Tourism	12.00	12.00	12.00	2.00	14.00	14.00	14.00	14.00	14.00
	12.00	12.00	12.00	2.00	14.00	14.00	14.00	14.00	14.00

#### Office of Library Services

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Library Services	89.70	87.70	87.70	(2.00)	85.70	85.70	85.70	85.70	85.70
	89.70	87.70	87.70	(2.00)	85.70	85.70	85.70	85.70	85.70

#### Office of Public Safety

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Emergency Medical Services	143.80	145.80	151.40	10.00	161.40	161.40	161.40	161.40	161.40
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	150.80	152.80	158.40	10.00	168.40	168.40	168.40	168.40	168.40

#### Office of Intervention & Detention Alternatives

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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	16.00	0.00	16.00	16.00	16.00	16.00	16.00
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	34.00	0.00	34.00	34.00	34.00	34.00	34.00

#### Office of Human Services & Community Partnerships

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Human Services	2.00	2.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
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	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	11.00	11.00	13.00	0.00	13.00	13.00	13.00	13.00	13.00

#### Office of Resource Stewardship

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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	33.00	33.00	0.00	33.00	33.00	33.00	33.00	33.00
Facilities Management	48.00	48.00	48.00	1.00	49.00	49.00	49.00	49.00	49.00
Solid Waste	28.15	29.15	29.15	0.00	29.15	29.15	29.15	29.15	29.15
	108.65	112.65	112.65	1.00	113.65	113.65	113.65	113.65	113.65

<b>County Total</b>	<b>819.15</b>	<b>822.15</b>	<b>832.75</b>	<b>15.00</b>	<b>847.75</b>	<b>847.75</b>	<b>847.75</b>	<b>847.75</b>	<b>847.75</b>
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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Authorized Position Summary

#### Constitutional

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Clerk of the Circuit Court	169.00	170.00	170.00	0.00	170.00	170.00	170.00	170.00	170.00
Property Appraiser	52.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	648.00	658.00	658.00	0.00	658.00	658.00	658.00	658.00	658.00
Supervisor of Elections	20.00	21.00	21.00	1.00	22.00	22.00	22.00	22.00	22.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	975.00	987.00	987.00	1.00	988.00	988.00	988.00	988.00	988.00

#### Judicial

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Court Administration	3.00	3.00	3.00	1.00	4.00	4.00	4.00	4.00	4.00
Other Court-Related Programs	5.50	5.50	5.50	0.00	5.50	5.50	5.50	5.50	5.50
	8.50	8.50	8.50	1.00	9.50	9.50	9.50	9.50	9.50

#### Non-Operating

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Other Non-Operating <sup>2</sup>	4.50	4.50	4.50	0.00	4.50	4.50	4.50	4.50	4.50

#### Grants Administration

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Grants Court Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

#### Summary

Authorized Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Total Full-Time Equivalents (FTE)	1,807.15	1,822.15	1,832.75	17.00	1,849.75	1,849.75	1,849.75	1,849.75	1,849.75

2. Non-Operating includes the following Office of Economic Vitality (OEV) County supported positions: Director of Economic Vitality, Business Intelligence Manager, MWBE Coordinator, Legal Assistant; and 50% of the Director of Planning, Land Management & Community Enhancement (PLACE). These positions are reflected in the budget due to employee choosing County benefits as allowed by an interlocal agreement establishing the offices. The County is either reimbursed the expense or the expense is used as part of a true-up for the County's share of funding an agency such as MWSBE or Planning.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Authorized OPS Position Summary

#### Department of Public Works

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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

#### Office of Financial Stewardship

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Office of Management and Budget	0.00	0.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	0.00	0.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

#### Division of Tourism

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Tourism	0.50	0.50	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	0.50	0.50	1.00	0.00	1.00	1.00	1.00	1.00	1.00

#### Office of Library Services

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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 Public Safety

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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 Resource Stewardship

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Office of Sustainability	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Solid Waste	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

#### Constitutional

OPS Positions	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Tentative	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 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
<b>Total OPS FTE</b>	<b>7.50</b>	<b>7.50</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Fund Balance

Org	Fund Title	FY20	FY21	FY22 Estimate			% Change(+/-)
		Actual	Actual	Rev	Exp.	Year End	
<b>General &amp; Fine and Forfeiture Funds * (A)</b>							
001	General Fund	33,695,670	41,882,855	118,384,253	79,960,750	38,423,504	-8.26%
110	Fine and Forfeiture Fund	675,516	2,457,187	95,599,040	95,337,438	261,602	-89.35%
	<b>Subtotal:</b>	<b>34,371,186</b>	<b>44,340,042</b>	<b>213,983,293</b>	<b>175,298,188</b>	<b>38,685,106</b>	<b>-12.75%</b>
* 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.							
<b>Special Revenue Funds</b>							
106	County Transportation Trust Fund	4,083,919	5,579,389	25,380,430	15,733,269	9,647,162	72.91%
111	Probation Services Fund (B)	148,414	4,821	3,914,819	3,696,854	217,965	4421.58%
114	Teen Court Fund	30,465	58,232	113,527	148,201	0	-100.00%
116	Drug Abuse Trust Fund (C)	92,585	128,348	158,614	80,421	78,193	-39.08%
117	Judicial Programs Fund (C)	415,998	570,221	735,436	157,076	578,361	1.43%
120	Building Inspection Fund (D)	1,442,111	1,368,166	5,564,242	2,184,750	3,379,491	147.01%
121	Development Support Fund (D)	567,220	2,274,352	6,038,476	3,657,243	2,381,233	4.70%
123	Stormwater Utility Fund	1,139,510	2,050,944	7,600,591	4,950,857	2,649,735	29.20%
124	SHIP Trust Fund (E)	25,247	25,247	1,057,605	878,034	179,571	611.26%
125	Grants	598,784	369,483	30,900,882	25,902,918	0	-100.00%
126	Non-Countywide General Revenue Fund (F)	285,827	5,815,486	30,699,640	21,687,575	9,012,065	54.97%
127	Grants (G)	200,531	191,235	14,583,608	14,215,958	367,650	92.25%
128	CARES Act Fund (G)	32,618,242	99,995	3,976,085	553,870	0	-100.00%
130	911 Emergency Communications Fund	307,756	245,067	1,657,075	1,231,431	425,645	73.68%
131	Radio Communications Systems Fund (H)	149,797	164,891	0	0	0	N/A
135	Emergency Medical Services Fund (I)	6,271,413	7,314,816	35,712,330	29,352,567	6,359,763	-13.06%
137	American Recovery Plan Act (ARPA) Fund (G)	0	0	39,506,803	35,241,895	5,168,986	N/A
140	Municipal Service Fund (J)	420,716	373,424	10,390,393	9,062,677	1,327,717	255.55%
145	Fire Services Fund	2,139,881	1,857,960	12,385,121	11,363,978	1,021,143	-45.04%
160	Tourism Fund (1st-5th Cents) (K)	4,562,934	6,280,207	13,611,300	11,511,557	2,099,743	-66.57%
160	Tourism Cultural, Visual Arts, Heritage (K)	5,163,084	2,049,072	2,055,450	1,982,298	73,152	-96.43%
162	Special Assessment Paving Fund	97,558	2,265	102,865	100,600	2,265	0.00%
164	Killearn Lakes Units I and II Sewer	19,706	21,884	261,484	237,500	23,984	9.60%
165	Bank of America Building Operating Fund (L)	660,569	1,249,741	2,731,085	1,213,557	1,517,528	21.43%
166	Huntington Oaks Plaza Fund	272,200	265,922	621,680	474,024	147,656	-44.47%
	<b>Subtotal:</b>	<b>61,714,468</b>	<b>38,361,168</b>	<b>249,759,541</b>	<b>195,619,108</b>	<b>46,659,006</b>	<b>22%</b>
<b>Capital Projects Funds</b>							
305	Capital Improvements Fund (M)	24,176,104	25,051,524	34,006,180	33,680,193	325,987	-98.70%
306	Gas Tax Transportation Fund (N)	8,215,863	10,848,484	12,887,051	12,584,532	302,519	-97.21%
308	Local Option Sales Tax Fund (O)	4,540,343	4,319,173	4,337,487	4,166,700	170,787	-96.05%
309	Local Option Sales Tax Extension Fund (P)	2,580,155	2,007,220	2,236,026	1,976,742	259,284	-87.08%
323	ESCO 2020	15,000	0	0	0	0	N/A
324	Supervisor of Elections Building	0	2,070,746	2,073,801	2,071,706	2,095	N/A
330	911 Capital Projects Fund (Q)	4,448,930	4,430,777	4,439,286	31,255	4,408,031	-0.51%
351	Sales Tax Extension 2020	1,626,931	4,949,233	10,656,108	7,379,075	3,277,033	N/A
352	Sales Tax Extension 2020 JPA Agreement	1,545,961	3,550,196	8,577,888	8,181,475	396,413	N/A
	<b>Subtotal:</b>	<b>47,149,286</b>	<b>57,227,353</b>	<b>79,213,827</b>	<b>70,071,678</b>	<b>9,142,149</b>	<b>-84.02%</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Fund Balance

Org Fund Title	FY20	FY21	FY22 Estimate			% Change(+/-)
	Actual	Actual	Rev	Exp.	Year End	
<b>Enterprise Funds</b>						
401 Solid Waste Fund (R)	-12,898,671	-3,497,764	9,809,253	11,929,623	-2,120,370	-39.38%
<b>Subtotal:</b>	<b>-12,898,671</b>	<b>-3,497,764</b>	<b>9,809,253</b>	<b>11,929,623</b>	<b>-2,120,370</b>	<b>-39.38%</b>
<b>Internal Service Funds</b>						
501 Insurance Service Fund	-1,420,786	0	5,668,524	5,665,975	2,550	N/A
502 Communications Trust Fund	203,513	173,833	1,654,974	1,407,084	247,890	42.60%
505 Motor Pool Fund	-437,002	0	2,716,760	2,716,760	0	N/A
<b>Subtotal:</b>	<b>-1,654,275</b>	<b>173,833</b>	<b>10,040,259</b>	<b>9,789,818</b>	<b>250,441</b>	<b>44.07%</b>
<b>TOTAL:</b>	<b>128,681,993</b>	<b>136,604,633</b>	<b>562,806,173</b>	<b>462,708,415</b>	<b>92,616,330</b>	<b>-32.20%</b>

Notes:

Balances are estimated as year ending for FY 2022 and may be changed pending final audit adjustments.

A. The decrease in the General & Fine and Forfeiture Funds is due to the use of \$3.6 million in fund balance in FY 2022 to avoid service reductions or increases in taxes and fees, in addition to declines in revenues related to Sheriff law enforcement (warrants and prisoner room and board) as a result of the COVID pandemic. American Rescue Plan Act (ARPA) fund balance accounts for \$2.8 million of this. \$1 million of Emergency Reserves was appropriated in FY 2022 to address unforeseen Sheriff off-site medical costs.

B. The increase in the probation services fund is due to the reopening of the courts and resuming of sentencing, returning revenues to pre-pandemic levels.

C. The increase in fund balance in the drug abuse trust fund and the judicial programs fund is due to offices reopening to pre-pandemic levels.

D. The increase in the building inspection fund and development support fund is due to the construction of an Amazon Fulfillment Center as well as Leon County following the state and national housing market and development trends fueled by low interest rates.

E. The increase in the SHIP fund is due to the Florida Legislature appropriating more money for the Doc Stamp Revenue.

F. This fund is used to account for non-countywide general revenue sources. Non-countywide general revenue includes Communication Services Tax, State Shared and 1/2 Cent Sales Tax. 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 increase in fund balance is due to the State of Florida requiring online retailers with no Florida presence to collect sales tax and remit to the State.

G. These are separate grants that are interest bearing. The FY 2022 balance shows funds remaining from the US Treasury allocations for CARES, the Emergency Rental Assistance Programs (ERAP) 1 and 2 and ARPA funds in response to the COVID-19 pandemic. In FY 2022, a portion (\$2.22 million) of the remaining \$2.8 million in CARES funding was used to reimburse the Kearney Center for expenses related to housing homeless citizens during the pandemic. The CARES fund balance reflects these funds being fully reimbursed by FEMA and all remaining funds being transferred to the EMS Special Revenue Fund (Fund 135) to assist with funding EMS operations. The ARPA balance reflects the remaining balance in the fund after the transfer of funds to other funds for projects.

H. In FY 2021, Radio Communications was consolidated in General Revenue (001) due to the significant decline in revenue and increasing general revenue subsidy.

I. Fund Balance in FY 2022 reflects an additional \$2.8 million from CARES to offset EMS salary expenditures and the appropriation of \$2.3 million to advance fund ambulances due to a one-year manufacturing lag time.

J. The increase public service tax fund balance is due to additional consumption of water, electric, gas and fuel relating to the COVID-19 continued teleworking opportunities.

K. The Tourist Development Tax is reflected in two separate fund balances. Currently, five cents support the Tourist Development Division marketing promotion, and Cultural regranting 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 FY 2021 fund balance is due to COVID-19 related revenue losses.

L. The increases in fund balance for the Leon County Annex is due to the retirement of debt service of the building being completed.

M. Fund balance builds upon the prior year capital budget reductions to reduce the general revenue transfer to capital.

N. With the allocation of ARPA funding, the transfer to the Transportation Capital decreased by \$1.4 million. Additionally, the second local option gas tax returned to being split 50/50 between sidewalks and transportation maintenance projects with \$1.29 million allocated for sidewalks. Also, \$440,450 in available fund balance was allocated to support the Transportation Capital Program for vehicle purchase in FY 2022. Due to the short supply and lead time to acquire heavy equipment, \$1.1 million in the capital transportation fund was advance funded to ensure equipment arrives in FY 2023.

O. This fund is still open due to the accumulated funds in the intersection and safety improvement project to support the reconstruction of the Blair Stone Road and Old St. Augustine intersection. The project is proceeding with design and right of way acquisition.

P. The Sales Tax Extension fund has been extended for another 20 years, creating two new funds, 351 & 352. The remaining sales tax extension funds are derived from the remaining County share of the Blueprint water quality funding and will be used for the Lexington Pond Retrofit project.

Q. Funds not utilized for operating the E 9-1-1 System are transferred at fiscal year end to the capital fund for future expenditure on capital upgrades.

R. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. Accounting requirements for enterprise landfill funds require that the entire 30-year closure and post closure monitoring costs be accrued in the fund. During closure as these reserves are used, a negative balance will be reflected if the long-term 30-year liability is not entirely funded. However, the actual closure and monitoring cost are only required to be budgeted on an annual basis. This is not an uncommon occurrence, concurred with by the external auditors, as landfill closures and monitoring costs often exceed the required funding amount set aside based on the landfill permit requirements and related engineering assumptions, which do not include economic drivers such as an inflated construction market.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Fund Balance

Fund	Fund Title	FY22	FY23	Policy (A)	Policy (A)	FY23: Fund Balance Analysis (B)		
		Yr Ending Est. Bal. (B)	Tentative Budget	Minimum 15% Budget	Maximum 30% Budget	Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
<b>General &amp; Fine and Forfeiture Funds</b>								
001	General Fund	38,423,504	88,206,071	13,230,911	26,461,821	1,228,874	37,194,630	
110	Fine and Forfeiture Fund	261,602	100,519,099	15,077,865	30,155,730	0	261,602	
	<b>Subtotal:</b>	<b>38,685,106</b>	<b>188,725,170</b>	<b>28,308,776</b>	<b>56,617,551</b>	<b>1,228,874</b>	<b>37,456,232</b>	<b>0</b>
<b>Special Revenue Funds (C)</b>								
106	County Transportation Trust Fund	9,647,162	20,271,162	3,040,674	6,081,349	1,250,000	6,081,349	2,315,813
111	Probation Services Fund	217,965	4,159,167	623,875	1,247,750	0	217,965	0
114	Teen Court Fund	0	65,075	9,761	19,523	0	0	0
116	Drug Abuse Trust Fund	78,193	93,480	14,022	28,044	57,845	20,348	0
117	Judicial Programs Fund	578,361	362,844	54,427	108,853	139,024	108,853	330,484
120	Building Inspection Fund	3,379,491	2,796,262	419,439	838,879	470,642	838,879	2,069,971
121	Development Support & Environ. Mgmt.	2,381,233	4,425,620	663,843	1,327,686	500,000	1,327,686	553,547
123	Stormwater Utility Fund	2,649,735	6,100,368	915,055	1,830,110	0	1,830,110	819,624
124	Ship Trust Fund	179,571	1,006,449	150,967	301,935	0	179,571	0
125	Grants	0	908,044	136,207	272,413	0	0	n/a
126	Non-Countywide General Revenue Fund	9,012,065	24,281,754	3,642,263	7,284,526	0	7,284,526	1,727,539
127	Grants	367,650	60,000	9,000	18,000	0	18,000	349,650
130	911 Emergency Communications Fund	425,645	1,301,820	195,273	390,546	0	390,546	35,099
135	Emergency Medical Services Fund	6,359,763	26,852,050	4,027,808	8,055,615	171,185	6,188,578	0
137	American Rescue Plan Act (ARPA)	5,168,986	3,071,844	460,777	921,553	3,071,844	921,553	1,175,589
140	Municipal Service Fund	1,327,717	10,111,907	1,516,786	3,033,572	0	1,327,717	0
145	Fire Services Fund	1,021,143	10,719,209	1,607,881	3,215,763	0	1,021,143	0
160	Tourism Fund (1st-5th Cents)	2,099,743	6,900,204	1,035,031	2,070,061	253,645	1,846,098	0
160	Tourism: Cultural, Visual Arts, Heritage	73,152	73,152	10,973	21,946	0	21,946	51,206
162	Special Assessment Paving Fund	2,265	101,000	15,150	30,300	0	2,265	n/a
164	Killearn Lakes Units I & II Sewer	23,984	237,500	35,625	71,250	0	23,984	0
165	County Government Annex Operating	419,346	1,021,234	153,185	306,370	169,634	249,712	0
166	Huntington Oaks Plaza Fund	210,462	320,435	48,065	96,131	0	96,131	114,332
	<b>Subtotal:</b>	<b>45,623,630</b>	<b>125,240,580</b>	<b>18,786,087</b>	<b>37,572,174</b>	<b>6,083,819</b>	<b>29,996,958</b>	<b>9,542,853</b>
<b>Debt Service Funds</b>								
222	Debt Service - Series 2014	0				0	0	n/a
223	Capital Equipment Financing	0				0	0	n/a
224	Supervisor of Elections Building	0				0	0	n/a
225	ESCO Lease	0				0	0	n/a
226	800 MHz Radios	0				0	0	n/a
	<b>Subtotal:</b>	<b>0</b>				<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Projects Funds (D)</b>								
305	Capital Improvements Fund	325,987				0	n/a	325,987
306	Gas Tax Transportation Fund	302,519				0	n/a	302,519
308	Local Option Sales Tax Fund	170,787				0	n/a	170,787
309	Local Option Sales Tax Ext. Fund	259,284				0	n/a	259,284
330	911 Capital Projects Fund	4,408,031				33,446	n/a	0
351	351 Sales Tax Extension 2020	3,277,033				0	n/a	3,277,033
352	352 Sales Tax Ext 2020 - JPA	396,413				0	n/a	396,413
	<b>Subtotal:</b>	<b>9,140,054</b>				<b>33,446</b>	<b>0</b>	<b>1,058,577</b>
<b>Enterprise Funds (D)</b>								
401	Solid Waste Fund (E)	-2,120,370	14,518,113	2,177,717	4,355,434	0	0	0
	<b>Subtotal:</b>	<b>-2,120,370</b>	<b>14,518,113</b>	<b>2,177,717</b>	<b>4,355,434</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Internal Service Funds (D)</b>								
501	Insurance Service Fund	2,550	5,673,034	850,955	1,701,910	0	2,550	0
502	Communications Trust Fund	247,890	1,519,249	227,887	455,775	0	247,890	0
505	Motor Pool Fund	0	3,408,483	511,272	1,022,545	0	0	0
	<b>Subtotal:</b>	<b>250,441</b>	<b>10,600,766</b>	<b>1,590,115</b>	<b>3,180,230</b>	<b>0</b>	<b>250,440</b>	<b>0</b>
<b>TOTAL:</b>		<b>91,578,860</b>	<b>339,084,629</b>	<b>50,862,694</b>	<b>101,725,389</b>	<b>7,346,139</b>	<b>67,703,630</b>	<b>10,601,429</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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 2023 Budget.

B. The "Fund Balance Analysis" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2023 budget to support operating and capital projects. Except for the General/Fine and Forfeiture fund balance which includes the budgeted Catastrophe Reserves, 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). Net the FY 2023 budgeted revenues and expenditures, the sum of the "Emergency Contingency & Cash Flow" and "Available for Future Allocation" categories reflect the FY 2023 estimated year ending fund 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).

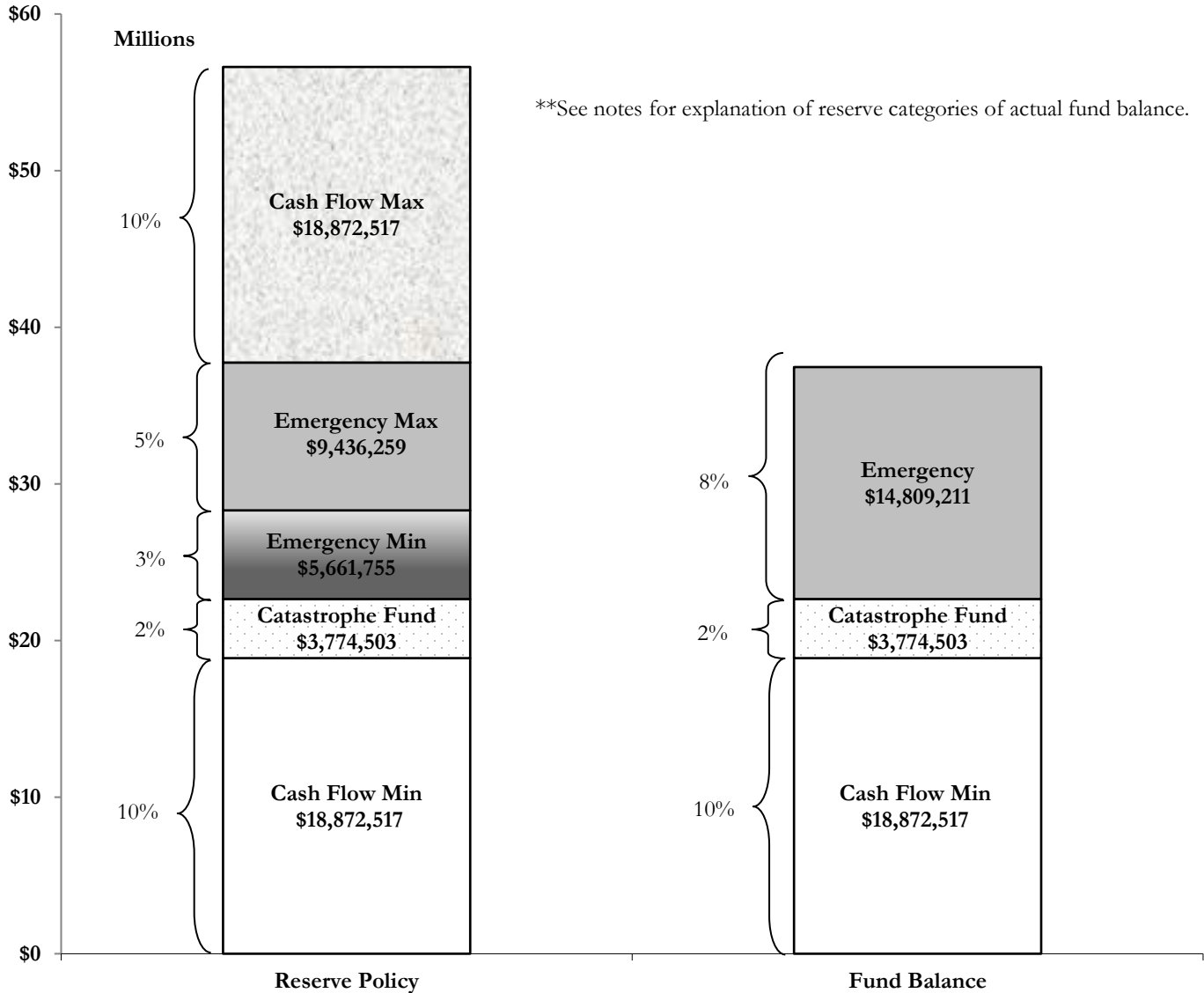
D. Capital Projects, Enterprise and Internal Service Funds maintain differing levels of balances depending upon on-going capital project requirements and other audit requirements. The percentages for the other funds are intended to show compliance with the County's policy for maintaining sufficient balances. 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 2022 estimated balance is based on current Solid Waste proforma projections. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. Accounting requirements for enterprise landfill funds require that the entire 30-year closure and post closure monitoring costs be accrued in the fund. During closure as these reserves are used, a negative balance will be reflected if the long-term 30-year liability is not entirely funded. However, the actual closure and monitoring cost are only required to be budgeted on an annual basis. This is not an uncommon occurrence, concurred with by the external auditors, as landfill closures and monitoring costs often exceed the required funding amount set aside based on the landfill permit requirements and related engineering assumptions, which do not include economic drivers such as an inflated construction market.

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

» Fund Balance

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 \$51 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 2022 fund balance is estimated at \$38.7 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2023 fund balance of \$37.5 million. The beginning fund balance contemplates the budgeting of \$1,228,874 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 2023 Fund Balance

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Debt Service Schedule

Description	Purpose	Pledge/Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY22/23 Principal Payment	FY22/23 Interest Payment	Remaining Principal	Final Maturity Date
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	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.	\$15,851,000	\$9,412,000	\$399,929	\$3,073,000	\$198,593	\$6,339,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		\$1,298,120	\$818,643	\$26,073	\$244,527	\$13,162	\$574,116	2026
Series 2021	The Bond Series 2021 is for the purchase of the Supervisor of Elections building accordance with the Board's Real Estate Policy. The property was purchased for \$5.4 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.		\$5,400,000	\$5,130,000	\$823,898	\$325,000	\$94,905	\$4,805,000	2036
ESCO Lease	Through this program the County financed \$16.5M to pay for energy savings projects. All \$16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and \$650,000 in general revenue annually.		\$16,500,000	\$15,580,000	\$2,480,838	\$990,000	\$265,647	\$14,590,000	2036
Series 226	The Bond Series 226 is for the replacement of the County's 800 MHz radios. This is due to very favorable interest terms in the market and proposed financing that defers the first-year payment until FY 2023, and the planned use of EMS and Volunteer Fire special revenue fund balances.		\$3,400,000	\$3,400,000	\$179,590	\$465,000	\$45,688	\$2,935,000	2029
<b>TOTAL</b>			<b>\$42,449,120</b>	<b>\$34,340,643</b>	<b>\$3,910,327</b>	<b>\$5,097,527</b>	<b>\$617,995</b>	<b>\$29,243,116</b>	

Note: 1. Payments reflect only Principal and Interest and do not include bank fees.

2. City provided half of the annual payment of debt service to the County through an Interlocal Agreement.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Summary of Transfers

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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) **\$98,315**: 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) **\$7,021,105**: 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** American Rescue Plan (137) **\$2,753,754**: As part of the approved ARPA Expenditure Plan, funds are transferred to support general government services.

General Fund (001) **from** Municipal Services (140) **\$258,585**: 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) **\$4,245**: 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) **\$96,041**: payments for County funded road improvements to private roads improved and provided to the County.

General Fund (001) **from** County Government Annex (165) **\$208,237**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Huntington Oaks Plaza (166) **\$111,643**: This transfer provides funds for utilities for the Huntington Oaks Plaza.

General Fund (001) **from** Solid Waste (401) **\$68,475**: 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) **\$4,775,790**: 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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Summary of Transfers

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### Special Revenue Funds

Transportation Trust Fund (106) **from** Stormwater Utility Fund (123) **\$1,718,350**: 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) **\$4,761,996**: 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) **\$3,524,377**: 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) **\$2,141,996**: 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.

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **\$1,706,698**: 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) **\$331,108**: This transfer provides matching funds for state and federal grants, including emergency management.

9-1-1 Emergency Communications (130) **from** 9-1-1 Capital Projects Fund (330) **\$84,585**: The transfer provides the necessary revenue to support the E9-1-1 System.

Emergency Medical Services MSTU (135) **from** General Fund (001) **\$1,788,751**: The transfer provides the necessary revenue to offset the gap between the fees generated in emergency medical services and the cost of the program.

Emergency Medical Services MSTU (135) **from** Municipal Services Fund (140) **\$200,000**: This transfer provides 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.

Municipal Services (352) **from** 2020 Sales Tax Extension JPA (140) **\$500,000**: This transfer provides L.I.F.E funding to support maintenance at park facilities constructed from past and future local sales tax proceeds.

Fire Rescue Services (145) **from** Non-Countywide General Revenue (126) **\$1,600,000**: This transfer provides the additional revenue to support the county's fire rescue services program not funded through the fire non ad valorem assessment.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Summary of Transfers**

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**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) **\$7,147,360**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** American Rescue Plan Act (137) **\$318,090**: This transfer will support the Capital Program.

Capital Improvements (305) **from** Municipal Services (140) **\$1,032,222**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$2,843,222**: 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) **\$1,813,555**: The transfer is necessary to support the operation of the rural waste collection centers and increase in yard debris recycling.

**Internal Services Funds**

Insurance Services (501) **from** Fire Services (145) **\$49,800**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Schedule of Transfers

<u>Fund #</u>	<u>Transfer To</u>	<u>Fund #</u>	<u>Transfer From</u>	<u>Transfer Amount</u>	
<b>General Funds</b>					
001	General Fund	106	Transportation Trust Fund	98,315	
001	General Fund	126	Non-Countywide General Revenue	7,021,105	
001	General Fund	137	American Rescue Plan	2,753,754	
001	General Fund	140	Municipal Services	258,585	
001	General Fund	145	Fire Rescue Services	4,245	
001	General Fund	162	Co. Accepted Roadways & Drainage	96,041	
001	General Fund	165	County Government Annex	208,237	
001	General Fund	166	Huntington Oaks Plaza	111,643	
001	General Fund	401	Solid Waste	68,475	
060	Supervisor Of Elections	001	General Fund	4,775,790	
				<b>Subtotal</b>	<b>15,396,190</b>
<b>Special Revenue Funds</b>					
106	Transportation Trust	123	Stormwater Utility	1,718,350	
106	Trust	126	Non-Countywide General Revenue	4,761,996	
111	Probation Services	001	General Fund	3,524,377	
121	Dvpmt. Svcs. & Environ. Mgmt.	126	Non-Countywide General Revenue	2,141,996	
123	Stormwater Utility	106	Transportation Trust	800,000	
123	Stormwater Utility	126	Non-Countywide General Revenue	1,706,698	
125	Grants	126	Non-Countywide General Revenue	331,108	
130	9-1-1 Emergency Communications	330	9-1-1 Capital Projects	84,585	
135	Emergency Medical Services MSTU	001	General Fund	1,788,751	
135	Emergency Medical Services MSTU	140	Municipal Services	200,000	
140	Municipal Services	352	2020 Sales Tax Extension	500,000	
145	Fire Rescue Services	126	Non-Countywide General Revenue	1,600,000	
				<b>Subtotal</b>	<b>19,157,861</b>
<b>Debt Service Funds</b>					
222	Debt Series 2017	126	Non-Countywide General Revenue	3,271,593	
223	2020 Bond Series	126	Non-Countywide General Revenue	127,689	
224	Supervisor of Elections Building	126	General Fund	419,905	
225	ESCO Lease	001	Non-Countywide General Revenue	680,226	
225	ESCO Lease	126	Non-Countywide General Revenue	575,421	
226	800 MHz Radios	126	Non-Countywide General Revenue	510,688	
				<b>Subtotal</b>	<b>5,585,522</b>
<b>Capital Projects Funds</b>					
305	Capital Improvements	001	General Fund	7,147,360	
305	Capital Improvements	137	American Rescue Plan	318,090	
305	Capital Improvements	140	Municipal Services	1,032,222	
306	Gas Tax Transportation	106	Transportation Trust	2,843,222	
				<b>Subtotal</b>	<b>11,340,894</b>
<b>Enterprise Funds</b>					
401	Solid Waste	126	Non-Countywide General Revenue	1,813,555	
				<b>Subtotal</b>	<b>1,813,555</b>
<b>Insurance Service</b>					
501	Insurance Service	145	Fire Rescue Services	49,800	
				<b>Subtotal</b>	<b>49,800</b>
<b>TOTAL</b>					<b>\$53,343,822</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Budget by Fund**

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Debt Service Funds	6 – 45
Capital Funds	6 – 50
Enterprise Funds	6 – 61
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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Organization of Funds

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### **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, 5<sup>th</sup> & 6<sup>th</sup> 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 2023 TENTATIVE 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	69,688,457	-	-	95,000	-	-	-	1,228,874	167,105	1,156,831	10,620,400	5,249,404	88,206,071
060 Supervisor of Elections	-	-	-	-	-	-	-	-	-	-	4,775,790	-	4,775,790
106 Transportation Trust	-	4,010,330	7,833,320	-	-	-	-	1,250,000	-	317,617	6,480,346	379,549	20,271,162
110 Fine and Forfeiture	99,289,507	-	-	20,086	-	-	-	-	106,115	710,315	-	393,076	100,519,099
111 Probation Services	-	-	-	-	-	-	-	-	-	623,295	3,524,377	11,495	4,159,167
114 Teen Court	-	-	-	-	-	-	-	-	-	65,075	-	-	65,075
116 Drug Abuse Trust	-	-	-	-	-	-	-	57,845	-	34,105	-	1,530	93,480
117 Judicial Programs	-	-	-	-	-	-	-	139,024	-	223,820	-	-	362,844
120 Building Inspection	-	-	-	8,075	-	-	-	470,642	-	2,245,335	-	72,210	2,796,262
121 Dvlpmnt Svcs & Envrmt Mgmt	-	-	-	-	-	-	-	500,000	38,760	1,699,245	2,141,996	45,619	4,425,620
123 Stormwater Utility	3,528,965	-	-	-	-	-	-	-	-	-	2,506,698	64,705	6,100,368
124 SHIP Trust	-	-	-	-	-	-	-	-	-	-	-	1,006,449	1,006,449
125 Grants	-	-	-	420,636	-	-	-	-	-	-	331,108	156,300	908,044
126 Non-Countywide Gen Rev	-	-	-	6,451,450	14,803,850	-	2,599,200	-	-	215,166	-	212,088	24,281,754
127 Grants - Interest Bearing	-	-	-	60,000	-	-	-	-	-	-	-	-	60,000
130 9-1-1 Emergency Comm	-	-	-	1,217,235	-	-	-	-	-	-	84,585	-	1,301,820
135 Emergency Medical Svcs	10,154,053	-	-	-	-	-	-	171,185	-	14,005,500	1,988,751	532,561	26,852,050
137 American Rescue Plan Act (ARPA)	-	-	-	-	-	-	-	3,071,844	-	-	-	-	3,071,844
140 Municipal Services	-	-	-	-	-	-	9,436,980	-	-	-	500,000	174,927	10,111,907
145 Fire Rescue Service	-	-	-	-	-	-	-	-	-	9,119,209	1,600,000	-	10,719,209
160 Tourism	-	-	-	-	-	6,538,043	-	253,645	-	-	-	108,516	6,900,204
162 Special Assess. 2/3 Paving	91,400	-	-	-	-	-	-	-	-	-	-	9,600	101,000
164 Special Assess. Killlearn	237,500	-	-	-	-	-	-	-	-	-	-	-	237,500
165 Bank of America Building	-	-	-	-	-	-	-	169,634	-	176,532	-	675,068	1,021,234
166 Huntington Oaks Plaza	-	-	-	-	-	-	-	-	-	-	-	320,435	320,435
222 Bond Series 2014	-	-	-	-	-	-	-	-	-	-	3,271,593	-	3,271,593
223 Bond Series 2020 Capital Equipment Financing	-	-	-	-	-	-	-	-	-	-	127,689	130,000	257,689
224 Supervisor of Elections Building	-	-	-	-	-	-	-	-	-	-	419,905	-	419,905
225 ESCO Lease	-	-	-	-	-	-	-	-	-	-	1,255,647	-	1,255,647
226 800 MHz Radios	-	-	-	-	-	-	-	-	-	-	510,688	-	510,688
305 Capital Improvements	-	-	-	-	-	-	-	-	-	-	8,497,672	146,352	8,644,024
306 Transportation Capital	-	-	-	-	-	-	-	-	-	-	2,843,222	-	2,843,222
308 Sales Tax	-	-	-	-	-	-	-	-	-	-	-	48,564	48,564
330 9-1-1 Capital Projects	-	-	-	-	-	-	-	33,446	-	-	-	51,139	84,585
351 Sales Tax Extension 2020	-	-	-	-	-	5,190,800	-	-	-	-	-	20,900	5,211,700
352 Sales Tax Ext 2020 - JPA	-	-	-	-	-	4,913,160	-	-	-	-	-	-	4,913,160
401 Solid Waste	1,531,297	-	-	-	-	-	-	-	-	10,889,762	1,813,555	283,499	14,518,113
501 Insurance Service	-	-	-	-	-	-	-	-	-	-	49,800	5,623,234	5,673,034
502 Communications Trust	-	-	-	-	-	-	-	-	-	-	-	1,519,249	1,519,249
505 Motor Pool	-	-	-	-	-	-	-	-	-	-	-	3,408,483	3,408,483
<b>TOTAL</b>	<b>184,521,179</b>	<b>4,010,330</b>	<b>7,833,320</b>	<b>8,272,482</b>	<b>14,803,850</b>	<b>16,642,003</b>	<b>12,036,180</b>	<b>7,346,139</b>	<b>311,980</b>	<b>41,481,807</b>	<b>53,343,822</b>	<b>20,644,952</b>	<b>317,904,222</b>

## Notes:

The \$317,904,222 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-ad valorem assessments are allocated in Fund 123-Stormwater, Fund 145-Fire Services, 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 \$9.4 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide \$2.6 million in funding for Fund 126 Non-Countywide General Revenue.
- Appropriated Fund Balance is in the amount of \$7.3 million for FY 2023. Of this, \$3.1 million is appropriated for the American Rescue Plan Act (ARPA).
- Fees and Assessments account for \$37.3 million of the \$41.5 million in revenue including licenses account for \$4.2 million (\$2.2 million to Fund 120 Building Inspection, \$1.7 million to Fund 121 Development Services & Environ. Mgmt., and \$0.22 million to Fund 126 Non-Countywide General Revenue). Fee include \$14.0 million for EMS, \$10.9 million for Solid Waste, and \$9.1 million 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 2023 TENTATIVE BUDGET

## » Summary of All Funds

		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
		Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
<b>Millage Rates</b>									
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
<b>General Fund</b>	<b>001</b>	<b>78,154,242</b>	<b>79,086,959</b>	<b>87,565,322</b>	<b>88,206,071</b>	<b>91,020,012</b>	<b>91,684,552</b>	<b>96,816,361</b>	<b>99,736,372</b>
<b>Special Revenue Funds</b>									
Supervisor of Elections	060	5,912,757	4,989,715	4,731,701	4,775,790	6,918,963	4,921,744	5,924,978	5,293,729
Transportation Trust	106	16,393,037	18,527,260	20,145,471	20,271,162	20,808,250	21,202,638	22,780,421	23,234,612
Fine and Forfeiture	110	96,566,153	92,073,949	100,028,934	100,519,099	106,200,289	112,801,257	119,981,811	127,595,165
Probation Services	111	3,365,382	3,887,452	4,119,013	4,159,167	4,270,969	4,387,451	4,507,763	4,632,072
Teen Court	114	84,754	64,209	65,075	65,075	66,310	68,685	71,060	72,485
Drug Abuse Trust	116	-	97,609	93,480	93,480	98,135	98,135	98,135	98,135
Judicial Programs	117	72,255	335,441	357,463	362,844	371,711	380,304	386,142	398,451
Building Inspection	120	2,808,582	2,612,909	2,767,788	2,796,262	2,876,974	2,960,261	3,046,202	3,135,953
Dvlpmnt Svcs & Environ. Mgmt.	121	3,610,181	4,056,383	4,377,734	4,425,620	4,549,575	4,677,229	4,809,895	4,947,798
Stormwater Utility	123	4,581,098	5,807,116	6,070,612	6,100,368	6,233,031	6,412,843	6,541,622	6,694,473
SHIP Trust	124	329,808	741,540	995,469	1,006,449	1,006,449	1,006,449	1,006,449	1,006,449
Grants	125	15,205,864	870,474	900,442	908,044	924,176	940,917	958,210	974,843
Non-Cntywide Gen. Rev.	126	18,205,806	21,687,575	24,281,754	24,281,754	24,963,015	25,642,587	26,347,791	27,079,450
Grants	127	71,838,039	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communications	130	1,984,932	1,252,147	1,296,461	1,301,820	1,317,938	1,334,589	1,350,793	1,376,041
EMS MSTU	135	22,481,037	24,906,450	26,672,360	26,852,050	29,665,291	30,245,765	30,749,867	31,233,432
American Rescue Plan (ARPA)	137	16,613,981	-	3,071,844	3,071,844	-	-	-	-
Municipal Services	140	9,050,109	9,865,138	10,111,907	10,111,907	10,391,184	10,678,834	10,975,109	11,280,265
Fire Rescue Services	145	12,191,658	10,505,992	10,917,209	10,719,209	10,848,687	11,004,107	11,161,858	11,321,974
Tourism	160	8,583,371	5,354,497	6,882,334	6,900,204	7,125,012	7,104,351	7,240,744	7,434,540
Special Assessment. Paving	162	205,174	100,600	101,000	101,000	93,600	93,500	17,800	17,800
Killearn Lakes Units I and II Sewer	164	230,238	237,500	237,500	237,500	237,500	237,500	237,500	237,500
County Government Annex	165	1,132,977	1,219,502	1,020,340	1,021,234	1,047,411	851,083	871,118	739,863
Huntington Oaks Plaza	166	248,675	290,339	320,435	320,435	299,440	194,085	263,682	270,440
<b>Subtotal</b>		<b>311,695,868</b>	<b>209,543,797</b>	<b>229,626,326</b>	<b>230,462,317</b>	<b>240,373,910</b>	<b>247,304,314</b>	<b>259,388,950</b>	<b>269,135,470</b>
<b>Debt Service Funds</b>									
Series 2014	222	3,268,180	3,270,062	3,271,593	3,271,593	3,269,753	3,270,583	-	-
Bond Series 2020-Capital Equipment	223	240,307	257,731	257,689	257,689	257,645	257,601	71,781	-
Supervisor of Elections Building	224	-	354,083	419,905	419,905	418,893	417,788	421,590	420,208
ESCO Lease	225	221,617	1,202,464	1,255,647	1,255,647	1,258,037	1,255,119	1,256,892	1,258,314
800 MHz Radios	226	-	-	510,688	510,688	512,862	511,734	510,542	509,286
<b>Subtotal</b>		<b>3,730,104</b>	<b>5,084,340</b>	<b>5,715,522</b>	<b>5,715,522</b>	<b>5,717,190</b>	<b>5,712,825</b>	<b>2,260,805</b>	<b>2,187,808</b>
<b>Capital Project Funds</b>									
Capital Improvements	305	12,473,625	11,088,066	8,644,024	8,644,024	15,541,306	16,546,116	15,494,411	14,232,517
Transportation Improvements	306	3,427,615	2,456,620	2,843,222	2,843,222	5,253,930	3,983,963	3,944,548	3,997,893
Sales Tax	308	201,397	-	48,564	48,564	49,050	49,540	50,036	50,536
Sales Tax - Extension	309	983,721	-	-	-	-	-	-	-
ESCO 2020	323	9,020,867	-	-	-	-	-	-	-
Supervisor of Elections Building	324	3,350,950	-	-	-	-	-	-	-
9-1-1 Capital Projects	330	-	31,255	79,226	84,585	64,186	57,851	58,543	59,248
Sales Tax - Extension 2020	351	1,767,007	4,354,800	5,211,700	5,211,700	5,367,709	5,528,470	5,693,033	5,864,249
Sales Tax - Extension 2020 JPA Agreemen	352	2,858,834	4,879,942	4,913,160	4,913,160	4,944,320	4,976,430	5,009,300	5,043,500
<b>Subtotal</b>		<b>34,084,016</b>	<b>22,810,683</b>	<b>21,739,896</b>	<b>21,745,255</b>	<b>31,220,501</b>	<b>31,142,370</b>	<b>30,249,871</b>	<b>29,247,943</b>
<b>Enterprise Funds</b>									
Solid Waste	401	13,069,114	13,713,834	14,489,669	14,518,113	15,492,785	15,232,179	15,566,868	15,991,835
<b>Subtotal</b>		<b>13,069,114</b>	<b>13,713,834</b>	<b>14,489,669</b>	<b>14,518,113</b>	<b>15,492,785</b>	<b>15,232,179</b>	<b>15,566,868</b>	<b>15,991,835</b>
<b>Internal Service Funds</b>									
Insurance Service	501	4,736,686	4,855,821	5,671,145	5,673,034	5,725,102	5,782,168	5,839,826	5,898,060
Communications Trust	502	1,027,117	1,481,141	1,519,249	1,519,249	1,546,676	1,574,745	1,603,476	1,632,880
Motor Pool	505	2,832,936	2,850,010	3,401,110	3,408,483	3,442,717	3,477,291	3,512,221	3,547,504
<b>Subtotal</b>		<b>8,596,739</b>	<b>9,186,972</b>	<b>10,591,504</b>	<b>10,600,766</b>	<b>10,714,495</b>	<b>10,834,204</b>	<b>10,955,523</b>	<b>11,078,444</b>
<b>TOTAL</b>		<b>449,330,083</b>	<b>339,426,585</b>	<b>369,728,239</b>	<b>371,248,044</b>	<b>394,538,893</b>	<b>401,910,444</b>	<b>415,238,378</b>	<b>427,377,872</b>
Less Interfund Transfers		71,052,849	45,227,143	53,343,822	53,343,822	53,959,723	53,742,185	59,157,122	61,251,737
<b>NET TOTAL</b>		<b>378,277,234</b>	<b>294,199,442</b>	<b>316,384,417</b>	<b>317,904,222</b>	<b>340,579,170</b>	<b>348,168,259</b>	<b>356,081,255</b>	<b>366,126,134</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Ad Valorem - General Fund	311110	63,146,164	63,487,744	73,221,271	69,560,207	74,023,140	76,385,323	78,615,684	80,883,193
Delinquent Taxes	311200	-	125,000	135,000	128,250	129,533	130,828	132,136	133,457
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	-	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	-	-	-	-	-	-	-	-
Delinquent Taxes 2010	311210	1	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	1	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	1	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	1,802	-	-	-	-	-	-	-
Delinquent Taxes 2014	311214	4,386	-	-	-	-	-	-	-
Delinquent Taxes 2015	311215	2,486	-	-	-	-	-	-	-
Delinquent Taxes 2016	311216	(2,630)	-	-	-	-	-	-	-
Delinquent Taxes 2017	311217	8,049	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	31,701	-	-	-	-	-	-	-
Delinquent Taxes 2019	311219	126,005	-	-	-	-	-	-	-
Tourist Development (4 Cents)	312100	42,486	40,598	55,061	52,308	53,354	54,421	55,510	56,620
Tourist Development (1 Cent)	312110	10,616	10,150	13,765	13,077	13,338	13,605	13,877	14,155
Process Server Fees	329300	10,050	-	10,000	9,500	9,500	9,500	9,500	9,500
Federal Payments in Lieu of Taxes	333000	250,652	230,185	269,900	256,405	264,100	272,080	280,155	288,610
State Library Aid	334710	108,601	95,358	100,000	95,000	95,000	95,000	95,000	95,000
COT Reimbursement for PSC	337220	1,025,300	1,003,504	1,017,630	1,017,630	1,027,806	1,038,084	1,048,465	1,058,950
GIS	337300	1,534,857	1,571,443	1,648,857	1,648,857	1,681,834	1,715,471	1,749,780	1,784,776
CRTPA	337401	23,093	-	-	-	-	-	-	-
Reimbursement Blueprint 2000	337402	214,483	228,798	221,984	221,984	228,644	235,503	242,568	249,845
Reimbursement Payments In Lieu Of Taxes	339100	59,441	-	29,720	28,234	28,234	28,234	28,234	28,234
\$2.00 IT Added Court Cost FS 28.24(12)	341160	567,788	444,505	539,300	512,335	522,595	533,045	543,685	554,515
Zoning Fees	341200	8,950	14,250	15,000	14,250	14,250	14,250	14,250	14,250
Medical Examiner Facility Use Fee	343800	203,200	171,000	192,751	183,113	184,944	186,793	188,661	190,548
Parking Facilities	344500	128,484	135,000	135,000	128,250	128,250	128,250	128,250	128,250
Library Parking	344510	32	30,000	25,000	23,750	24,463	25,196	25,952	26,731
Library Fees	347100	5,815	28,500	31,500	29,925	31,421	32,992	34,642	36,374
Library Printing	347101	17,229	11,400	14,800	14,060	14,201	14,343	14,486	14,631
FS 29.0085 Court Facilities	348930	547,965	515,850	591,000	561,450	589,000	618,450	649,800	682,100
Civil Fee - Circuit Court	349200	727	-	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement	349501	57,036	44,518	37,417	35,546	36,258	36,983	37,722	38,477
Radio Communications Program	351600	157,269	214,999	175,900	167,105	168,776	170,464	172,168	173,890
Interest Income - Investment	361110	37,395	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Pool Interest Allocation	361111	440,194	392,825	1,045,918	993,622	980,571	990,376	1,000,280	1,010,283

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» General Fund (001)

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Net Incr(decr) In Fmv Of Investment	361300	(87,924)	-	-	-	-	-	-	-
Rents And Royalties	362000	121	5,000	5,263	5,000	5,000	5,000	5,000	5,000
Gain (loss) On Sale Land	364300	132,044	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	54,548	85,500	124,000	117,800	121,723	125,654	128,268	132,193
Refund Of Prior Year Expenses	369300	1,403,631	-	-	-	-	-	-	-
Lawsuit Settlements	369350	185,000	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	105,936	115,000	145,012	137,761	115,000	115,000	115,000	115,000
Volunteer Certificate Training Fees	369930	-	1,378	1,451	1,378	1,378	1,378	1,378	1,378
Transfer From Fund 106	381106	104,395	102,430	98,315	98,315	101,264	104,302	107,431	110,654
Transfer From Fund 126	381126	4,047,066	5,183,922	7,021,105	7,021,105	7,112,476	7,709,066	10,477,620	10,984,379
Transfer From Fund 137	381137	7,753,548	-	2,753,754	2,753,754	-	-	-	-
Transfer From Fund 140	381140	119,695	202,360	258,585	258,585	266,343	274,333	282,563	291,040
Transfer From Fund 145	381145	2,670	2,840	4,245	4,245	4,372	4,504	4,639	4,778
Transfer From Fund 162	381162	108,270	95,400	96,041	96,041	89,050	89,051	16,858	16,858
Transfer From Fund 165	381165	283,040	255,550	208,237	208,237	215,684	-	-	-
Transfer from Fund 166	381166	123,460	114,630	111,643	111,643	114,980	54,428	121,975	125,634
Transfer From Fund 240	381221	3	-	-	-	-	-	-	-
Transfer From Fund 401	381401	65,670	97,640	68,475	68,475	70,529	72,645	74,824	77,069
Pensacola Care Lease	383001	1,615,857	-	-	-	-	-	-	-
Clerk Excess Fees	386100	262,198	-	-	-	-	-	-	-
Property Appraiser	386600	60,860	-	-	-	-	-	-	-
Tax Collector	386700	711,396	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Supervisor Of Elections	386800	328,363	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	800,000	1,228,874	1,228,874	-	-	-	-
ARP Appropriated Fund Balance	399902	-	2,829,682	-	-	2,153,001	-	-	-
<b>Total Revenues</b>		<b>86,149,477</b>	<b>79,086,959</b>	<b>92,051,772</b>	<b>88,206,071</b>	<b>91,020,012</b>	<b>91,684,552</b>	<b>96,816,361</b>	<b>99,736,372</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
County Commission	100-511	1,824,282	1,823,736	1,780,636	1,793,079	1,825,326	1,858,923	1,893,933	1,930,425
Commissioner Office Budget	101-511	12,196	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	102-511	303	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	103-511	7,588	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	104-511	9,902	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	105-511	7,991	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	106-511	8,688	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	107-511	6,109	12,500	12,500	12,500	12,500	12,500	12,500	12,500



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Commissioners' Account	108-511	19,476	24,915	24,915	24,915	24,915	24,915	24,915	24,915
County Administration	110-512	1,291,145	1,279,626	1,357,261	1,379,506	1,418,402	1,458,577	1,500,082	1,542,970
Volunteer Services	113-513	163,904	203,081	204,489	206,970	212,697	218,652	224,844	231,281
PLACE - Economic Development	114-512	141,508	-	-	-	-	-	-	-
Strategic Initiatives	115-513	799,832	897,905	936,248	945,642	966,355	987,868	1,010,216	1,033,433
Community and Media Relations	116-513	648,393	836,910	896,505	904,699	922,647	941,283	960,640	980,745
County Attorney	120-514	1,690,980	2,078,549	2,152,721	2,179,488	2,229,213	2,280,529	2,333,469	2,388,271
Office of Sustainability	127-513	254,303	320,289	355,068	357,714	342,421	367,282	352,309	377,504
Office of Management & Budget	130-513	759,327	861,900	968,461	980,687	1,006,515	1,033,312	1,061,119	1,089,855
Clerk - Finance Administration	132-586	1,942,339	2,112,646	2,270,612	2,305,664	2,374,834	2,446,079	2,519,462	2,595,046
Procurement	140-513	449,687	529,204	548,190	555,298	568,650	582,473	596,770	611,574
Warehouse	141-513	92,956	116,453	119,833	121,494	125,718	130,123	134,707	139,485
Facilities Management	150-519	7,780,648	7,841,877	8,019,381	8,059,011	8,282,276	8,473,336	8,672,488	8,884,847
Facilities - Detention Center	152-519	2,362,969	2,274,798	2,528,462	2,537,321	2,565,088	2,595,158	2,626,322	2,662,529
Real Estate Management	156-519	381,913	398,896	508,959	513,347	522,634	532,265	542,267	552,643
Human Resources	160-513	1,474,746	1,576,424	1,564,345	1,583,513	1,622,553	1,663,036	1,705,013	1,748,547
Management	171-513	7,173,655	7,561,649	8,144,351	8,214,524	8,406,902	8,648,083	8,908,570	9,192,698
Information Services									
Health Department	190-562	237,376	237,345	253,709	253,709	253,709	253,709	253,709	253,709
Mosquito Control	216-562	435,818	804,995	851,907	856,500	869,102	882,207	895,845	910,037
Lib - Policy, Planning, & Operations	240-571	735,857	1,068,067	957,530	965,666	984,059	1,003,162	1,023,021	1,043,661
Library Public Services	241-571	5,103,056	5,211,377	5,691,435	5,753,153	5,902,633	6,058,168	6,219,991	6,388,385
Summer Youth Employment	278-551	195	40,731	40,731	40,731	40,731	40,731	40,731	40,731
Cooperative Extension	361-537	392,179	448,037	478,515	478,515	497,488	517,220	537,739	559,080
Medical Examiner	370-527	750,897	732,555	1,005,935	1,005,935	1,022,288	1,039,131	1,056,480	1,056,480
Tubercular Care & Child Protection Exams	370-562	43,760	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Baker Act & Marchman Act	370-563	638,156	638,156	638,156	638,156	638,156	638,156	638,156	638,156
Medicaid & Indigent Burials	370-564	3,423,427	3,250,753	3,179,281	3,179,281	3,272,127	3,367,759	3,466,260	3,567,716
CHSP & Emergency Assistance	370-569	1,660,012	1,632,445	1,882,185	1,884,720	1,738,419	1,744,233	1,750,272	1,756,550
Housing Services	371-569	655,673	626,259	686,792	694,834	712,849	731,574	751,026	771,235
Veteran Services	390-553	263,623	358,291	384,635	387,955	395,013	402,333	409,931	417,821
Blueprint	403-515	564,641	587,316	621,402	631,566	652,406	674,021	696,435	719,682
Public Safety Complex Facilities	410-529	1,428,563	1,740,286	1,792,658	1,796,065	1,829,804	1,861,010	1,893,166	1,926,307
Public Safety Complex Technology	411-529	193,427	266,535	274,366	276,655	282,088	287,735	293,613	299,729
Geographic Info. Systems	421-539	1,938,394	2,110,729	2,252,606	2,278,123	2,364,501	2,419,513	2,476,565	2,535,738
MIS Automation - General Fund	470-519	305,320	325,200	329,165	329,165	329,165	329,165	329,165	329,165
General Fund - Risk	495-519	542,580	547,335	599,171	599,171	601,790	604,435	607,106	609,804
Indirect Costs - General Fund	499-519	(7,108,316)	(7,562,000)	(7,788,000)	(7,788,000)	(8,027,000)	(8,273,000)	(8,525,000)	(8,790,000)
Property Appraiser	512-586	5,223,248	5,350,215	5,944,050	5,980,519	6,219,375	6,467,774	6,726,099	6,994,744
Tax Collector	513-586	5,351,414	5,612,706	6,055,006	6,059,912	6,179,110	6,300,692	6,424,706	6,551,200
Radio Communication Systems (800 MHZ)	529-519	1,663,353	1,776,591	1,681,599	1,681,599	1,725,258	1,770,092	1,770,092	1,770,092

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Court Administration	540-601	243,901	209,448	289,430	292,638	300,355	308,385	316,743	325,438
Court Information Systems	540-713	12,160	13,420	12,255	12,255	12,255	12,255	12,255	12,255
Guardian Ad Litem	547-685	11,737	20,238	20,238	20,238	20,238	20,238	20,238	20,238
GAL Information Systems	547-713	2,904	2,635	2,630	2,630	2,630	2,630	2,630	2,630
Planning Department	817-515	819,486	1,097,848	1,044,341	1,046,675	1,069,083	1,092,004	1,115,448	1,120,232
Non-Operating General Fund	820-519	3,511,700	1,320,897	1,439,739	1,499,739	1,291,167	1,018,208	969,082	969,082
Tax Deed Applications	831-513	(3,827)	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	160,000	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	13,536,803	13,650,618	17,793,866	17,916,504	21,044,508	20,373,141	23,848,155	24,967,978
Primary Health Care	971-562	1,467,431	1,836,838	1,832,540	1,833,820	1,837,124	1,840,568	1,844,155	1,847,895
CRA-Payment	972-559	3,377,143	3,511,976	4,056,752	4,054,510	2,662,175	2,875,149	3,105,161	3,353,574
Budgeted Reserves - General Fund	990-599	869,556	200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Appropriations</b>		<b>78,154,242</b>	<b>79,086,959</b>	<b>87,565,322</b>	<b>88,206,071</b>	<b>91,020,012</b>	<b>91,684,552</b>	<b>96,816,361</b>	<b>99,736,372</b>
<b>Revenues Less Appropriations</b>		<b>7,995,234</b>	<b>-</b>	<b>4,486,451</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

The Leon County budget is balanced without increasing the current 8.3144 millage rate. For FY 2023 property values increased by 9.33%, providing an additional \$14.41 million in property tax revenue. The property tax growth rate increased from the previous year's growth rate of 4.05%. The higher growth in property valuations is related to a recovering economy for commercial property, new building construction, and a Save-Our-Homes valuation cap of 3% compared to 1.4% last year. Property taxes growth was offset by overall inflationary increases, increases in personnel costs for retirement, health care budgeted at 6.0%, and funding for 5% raises for all employees, including Constitutional Officers; inflationary costs for contractual services, fuel, and materials and supplies; and increased support for Emergency Medical Services (EMS) to avoid an increase to the EMS MSTU millage rate, which was maintained at 0.5 mills (see fund 135).

In FY 2022, as part of the federal government's economic support to assist state and local governments, Leon County received \$57.02 million in American Rescue Plan Act (ARPA) funding, which encouraged local governments to use a portion on revenue loss recovery. For FY 2023, the Leon County revenue loss is calculated at \$8.91 million. Of the \$8.91 million, \$2.8 million of the ARPA funding is used to support general government services.

In addition, \$6.16 million in ARPA loss revenue recovery funding was allocated in FY 2023 to support the capital program. To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$5.84 million in planned ARPA funding was appropriated in FY 2022. As a result, the total general fund transfer to the capital fund (Fund 305) is \$8.18 million (\$7.15 million coming from the general fund and \$1.03 million from the Municipal Services Fund). This is an increase from the \$5.0 million general revenue transferred in FY 2022. If ARPA funds were not available some capital projects would have been reduced and/or eliminated.

Due to the use of ARPA funding, increased property tax revenue and constraining expenditures to the greatest extent possible, the use of general fund balance for FY 2023 is \$1.23 million, an increase of \$428,874 from FY 2022 but less than the \$1.76 million originally planned in conjunction with the adoption of the FY 2022 budget. General fund balance use for FY 2024 is projected to be zero due to the anticipated availability of \$2.15 million in additional ARPA revenue loss recovery funds. Outyears reflect maintaining the millage rate at the existing 8.3144, and increased property values providing the necessary revenue growth to fund increases in operational expenses.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 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 are returned to the General Fund as excess fees.

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Supervisor Of Elections	341550	17,334	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,458,035	4,989,715	4,775,790	4,775,790	6,918,963	4,921,744	5,924,978	5,293,729
<b>Total Revenues</b>		<b>4,475,369</b>	<b>4,989,715</b>	<b>4,775,790</b>	<b>4,775,790</b>	<b>6,918,963</b>	<b>4,921,744</b>	<b>5,924,978</b>	<b>5,293,729</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
MIS Automation-SOE	470-513	27,755	17,235	17,210	17,210	17,210	17,210	17,210	17,210
Supervisor of Elections - Risk	495-513	16,677	26,819	29,605	29,605	29,716	29,828	29,942	30,056
Voter Registration	520-513	2,863,430	2,904,913	3,154,817	3,189,866	3,154,117	3,267,067	3,304,447	3,430,580
Elections	520-586	318,511	-	-	-	-	-	-	-
Elections	521-513	1,239,145	2,040,748	1,530,069	1,539,109	3,717,920	1,607,639	2,573,379	1,815,883
Elections	521-586	9,851	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>4,475,369</b>	<b>4,989,715</b>	<b>4,731,701</b>	<b>4,775,790</b>	<b>6,918,963</b>	<b>4,921,744</b>	<b>5,924,978</b>	<b>5,293,729</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>44,089</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

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 elections cycles and decreases in general election and off year election cycles. While FY 2023 includes a general election cycle, due to the Florida Legislature enacting new voting requirements for absentee ballots and other voting measures, the decline in the Supervisor of Elections budget was less than originally forecasted.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Supervisor of Elections Grant Fund (061)

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
COVID 19 - Center For Tech & Civic Life	366126	1,437,386	-	-	-	-	-	-	-
<b>Total Revenues</b>		1,437,386	-	-	-	-	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
COVID 19 - Center For Tech & Civic Life	953024-513	1,437,388	-	-	-	-	-	-	-
<b>Total Appropriations</b>		1,437,388	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(2)	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
County Ninth-Cent Voted Fuel Tax	312300	1,355,773	1,239,370	1,457,700	1,384,815	1,415,310	1,446,470	1,478,295	1,510,785
Local Option Gas Tax	312410	3,561,074	3,283,105	3,801,200	3,611,140	3,690,585	3,771,778	3,854,757	3,939,562
2nd Local Option Gas Tax	312420	2,760,179	2,590,840	2,986,700	2,837,365	2,899,780	2,963,525	3,028,695	3,095,385
Federal Payments in Lieu of Taxes	333000	43,460	31,445	42,100	39,995	40,395	40,799	41,207	41,619
20% Surplus Gas Tax	335420	547,127	533,140	600,400	570,380	582,920	595,745	608,855	622,250
5th & 6th Cent Gas Tax	335430	2,287,359	2,109,000	2,259,000	2,146,050	2,193,550	2,242,000	2,291,400	2,341,750
Gas Tax Pour-Over Trust	335440	1,291,837	1,215,050	1,362,000	1,293,900	1,322,400	1,350,900	1,381,300	1,411,700
Other Transportation Service Area App Fees	335490	22,822	-	-	-	-	-	-	-
FDOT NPDES Reimbursement	343651	3,664	2,242	3,080	2,926	2,955	2,983	3,016	3,045
DOT Reimbursement-Landscape	343901	72,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000
Grading Fee Public Works	343917	71,733	71,733	71,733	71,733	71,733	71,733	71,733	71,733
FDOT Street Lighting Reimbursement	343920	78,540	50,065	74,600	70,870	72,485	74,100	75,730	77,396
Traffic Signs	344909	66,172	66,172	103,726	103,726	106,840	110,045	113,345	116,745
Subdivision Fees	344910	970	342	360	342	342	342	342	342
R-O-W Placement Fees	344911	6,593	8,550	5,500	5,225	5,320	5,415	5,510	5,700
Signal Maintenance - State Reimb	344913	62,720	62,320	66,100	62,795	63,460	64,030	64,695	65,360
Pool Interest Allocation	344914	175,318	179,344	-	-	-	-	-	-
Interest Income - Other	361111	45,770	28,690	153,031	145,379	146,832	148,301	149,784	151,281
Net Incr(decr) In Fmv Of Investment	361120	(9)	-	-	-	-	-	-	-
Other Scrap Or Surplus	361300	(41,382)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	365900	-	213,750	166,500	158,175	159,757	161,354	162,968	164,598
Transfer From Fund 123	369900	57	-	-	-	-	-	-	-
Transfer From Fund 126	381123	1,628,430	1,650,050	1,718,350	1,718,350	1,760,370	1,803,970	1,849,220	1,899,975
Appropriated Fund Balance	381126	3,823,611	5,156,052	4,761,996	4,761,996	6,237,216	6,313,148	7,563,569	7,679,386
	399900	-	-	1,250,000	1,250,000	-	-	-	-
<b>Total Revenues</b>		<b>17,863,819</b>	<b>18,527,260</b>	<b>20,920,076</b>	<b>20,271,162</b>	<b>20,808,250</b>	<b>21,202,638</b>	<b>22,780,421</b>	<b>23,234,612</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Support Services	400-541	626,894	648,504	673,495	682,539	698,922	715,859	733,373	751,486
Engineering Services	414-541	3,752,748	4,375,628	4,494,741	4,547,954	4,613,211	4,732,873	4,857,078	4,986,061
Transportation Maintenance	431-541	3,537,516	5,128,878	5,419,825	5,458,545	5,573,375	5,684,428	5,829,892	5,930,792
Right-Of-Way Management	432-541	2,255,578	3,263,395	3,870,056	3,894,770	4,220,944	4,306,919	4,392,111	4,480,999
MIS Automation - Transportation Trust	470-541	21,390	23,980	33,095	33,095	33,095	33,095	33,095	33,095
Transportation Trust - Risk	495-541	73,817	82,275	86,722	86,722	87,439	88,162	88,893	89,632

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Transportation Trust (106)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Indirect Costs - Transportation Trust	499-541	1,824,000	2,076,000	1,816,000	1,816,000	1,870,000	1,927,000	1,984,000	2,044,000
Transfers	950-581	4,301,095	2,918,600	3,741,537	3,741,537	3,701,264	3,704,302	4,851,979	4,908,547
Budgeted Reserves - Transport. Trust	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
<b>Total Appropriations</b>		<b>16,393,037</b>	<b>18,527,260</b>	<b>20,145,471</b>	<b>20,271,162</b>	<b>20,808,250</b>	<b>21,202,638</b>	<b>22,780,421</b>	<b>23,234,612</b>
<b>Revenues Less Appropriations</b>		<b>1,470,782</b>	<b>-</b>	<b>774,605</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

Gasoline taxes are estimated to increase by 8.3% or \$901,699. This is largely due to gas tax collections starting to approach pre-COVID levels as the economy rebounds. The October 2022 State of Florida gas tax holiday will not affect county collections as the State is supplementing this holiday with other State revenues. Additionally, \$1.25 million in fund balance is appropriated to support the continuation of sidewalk and roadway stormwater improvements.

Prior to COVID, gas taxes, which are consumption based (taxes are per gallon, not a percentage of cost), were only slightly increasing year-over-year due to better vehicle fuel efficiencies and an increase in the use of electric vehicles. While gas taxes are just approaching pre-COVID collections they are only expected to increase moderately in outyears. This is largely due to the volatility in the market for crude oil, which has caused gasoline and diesel fuel prices to spike, and the shift in consumers driving more fuel-efficient or electric vehicles.

When originally approved for collection beginning January 2014, the second local option gas tax was split 50/50 for sidewalk projects and general transportation maintenance. In FY 2019, this gas tax was approved for reallocation to stormwater projects for two years (FY 2020 and FY 2021) to fix chronic flooding problems on county roads. However, in the FY 2021 budget, due to COVID and subsequent budget balancing strategies for FY 2021, sidewalk funding was suspended, and transportation and stormwater funding were reduced with sidewalk funding being budgeted solely from Sales Tax Extension (352) funds. The second local option gas tax returned to being split 50/50 between sidewalks and transportation maintenance in FY 2022.

In FY 2021, Leon County received \$57.02 million in America Rescue Plan Act (ARPA) funding which allowed for local governments to use of a portion on revenue loss recovery. As part of the FY 2022 budget process, the Board allocated \$2.7 million in revenue loss recovery funding to the Transportation Capital Fund for critical road/flood projects delayed because of the pandemic including Baum Road, Ben Boulevard, Miccosukee Road Bridge Replacement and Maylor Road.

For FY 2023, the transfer to the Transportation Capital fund increased from \$2.01 million in FY 2022 to \$2.8 million for the FY 2023 Tentative Budget. Additionally, in support of Strategic Initiative #2022-19, a four person Litter Crew was added to enhance roadside litter debris removal.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Ad Valorem - Fine/Fore. Fund	311120	86,170,853	90,948,385	104,515,271	99,289,507	104,957,557	111,544,409	118,710,534	126,309,336
Child Support Enforcement	331240	2,165	13,110	17,500	16,625	16,815	16,910	17,100	17,290
Title IV - Child Support Enforcement	331691	7,496	3,654	3,643	3,461	3,461	3,461	3,461	3,461
Sheriff Fees-Warrants, Fingerprints, Records	341520	195,205	291,270	345,000	327,750	331,847	335,995	340,195	344,447
Sheriff Fee-Public Records	341521	-	10,000	-	-	-	-	-	-
Sheriff Wrecker Services	341525	40,693	55,290	52,700	50,065	51,585	53,105	54,720	56,335
Room And Board - Prisoners	342300	186,147	329,935	350,000	332,500	335,825	339,183	342,575	346,001
Court Fines	351120	34,714	37,145	39,700	37,715	38,095	38,475	38,855	39,235
Crime Prevention (fs 775.083(2))	351150	79,578	78,850	72,000	68,400	68,400	69,350	70,300	71,250
Pool Interest Allocation	361111	178,815	256,310	381,971	362,872	366,500	370,165	373,867	377,606
Net Incr(decr) In Fmv Of Investment	361300	(12,948)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	213	50,000	31,794	30,204	30,204	30,204	30,204	30,204
Sheriff Excess Fees	386400	1,566,277	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>88,449,208</b>	<b>92,073,949</b>	<b>105,809,578</b>	<b>100,519,099</b>	<b>106,200,289</b>	<b>112,801,257</b>	<b>119,981,811</b>	<b>127,595,165</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
MIS Automation - State Attorney	470-602	31,900	36,610	36,795	36,795	36,795	36,795	36,795	36,795
MIS Automation - Public Defender	470-603	50,960	56,465	56,990	56,990	56,990	56,990	56,990	56,990
Fine & Forfeiture - Risk	495-689	248,127	430,793	481,964	481,964	483,095	484,237	485,392	486,557
Consolidated Dispatch Agency (CDA)	507-529	3,165,150	3,348,695	3,432,711	3,432,711	3,604,347	3,784,564	3,973,792	3,973,792
Diversionsary Programs	508-569	940	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	46,153,263	49,723,670	52,868,493	53,161,661	56,408,893	60,202,444	64,335,834	68,839,821
Corrections	511-586	35,714,784	36,159,343	40,709,669	40,905,113	43,116,763	45,691,890	48,496,310	51,550,678
State Attorney	532-602	95,330	118,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	12,350	13,335	13,315	13,315	13,315	13,315	13,315	13,315
Public Defender	533-603	132,211	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	23,220	25,120	25,120	25,120	25,120	25,120	25,120	25,120
Clerk - Article V Expenses	537-614	395,514	395,384	478,344	479,897	489,511	499,317	509,319	519,523
Legal Aid	555-715	257,500	257,500	257,500	257,500	257,500	257,500	257,500	257,500
Juvenile Detention Payment - State	620-689	1,176,678	1,289,909	1,330,908	1,330,908	1,370,835	1,411,960	1,454,319	1,497,949
Transfers	950-586	9,108,226	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>96,566,153</b>	<b>92,073,949</b>	<b>100,028,934</b>	<b>100,519,099</b>	<b>106,200,289</b>	<b>112,801,257</b>	<b>119,981,811</b>	<b>127,595,165</b>
<b>Revenues Less Appropriations</b>		<b>(8,116,945)</b>	<b>-</b>	<b>5,780,644</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Notes:

The County maintained the county-wide millage rate of 8.3144 for FY 2023. Additional information regarding this levy for recurring operating expenditures is located on the general fund page (Fund 001).

The largest expenditure appropriations in this fund are the Sheriff Law Enforcement and Detention budgets. The overall increase to the Sheriff's budget is 9.5% or \$8.18 million. In addition to normal personnel costs increases, the budget includes the implementation of a new compensation plan which will accomplish competitive pay adjustments between Detention and Law Enforcement as well as increase the starting pay for sworn staff to \$50,000. The Sheriff's contractual services increased over \$1.8 million largely due to the increased cost of providing inmate medical, dental, and mental health services.

Other budget increases include personnel costs related to the Consolidated Dispatch Agency (CDA), of which the County pays 33% per the interlocal CDA agreement, and the County's statutory required payment to the State Department of Juvenile Justice.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Sheriff GPS Program	337281	100,000	100,000	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	1,121	-	-	-	-	-	-	-
County Court Probation Fees	349120	150,583	161,500	221,000	209,950	213,099	216,296	219,540	222,833
Community Service Fees	349122	61,469	50,350	66,000	62,700	63,327	63,960	64,600	65,246
Probation-no Show Fees	349125	135	4,750	1,100	1,045	1,097	1,152	1,210	1,270
Pre-trial Fees	349130	143,009	102,695	115,600	109,820	113,115	116,508	120,003	123,603
SCRAM Unit User Fees	349135	46,992	28,500	32,800	31,160	31,472	31,786	32,104	32,425
GPS	349136	10,153	17,100	29,700	28,215	28,497	28,782	29,070	29,361
Alternative Community Service Fees	349140	300	14,250	1,000	950	960	969	979	989
UA Testing Fees	349147	136,365	133,000	146,000	138,700	140,087	141,488	142,903	144,332
Alcohol Testing Fees	349148	29,394	28,500	42,900	40,755	42,793	44,932	47,179	49,538
Pool Interest Allocation	361111	3,076	-	12,100	11,495	11,610	11,726	11,843	11,962
Transfer From Fund 001	381001	2,539,191	3,246,807	3,524,377	3,524,377	3,624,912	3,729,852	3,838,332	3,950,513
<b>Total Revenues</b>		<b>3,221,788</b>	<b>3,887,452</b>	<b>4,192,577</b>	<b>4,159,167</b>	<b>4,270,969</b>	<b>4,387,451</b>	<b>4,507,763</b>	<b>4,632,072</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
MIS Automation - Probation Services	470-523	15,090	16,950	17,090	17,090	17,090	17,090	17,090	17,090
Probation Services - Risk	495-523	25,076	22,931	23,890	23,890	24,103	24,318	24,536	24,756
Indirect Costs - Probation Services	499-523	412,316	630,000	633,000	633,000	652,000	672,000	692,000	712,000
County Probation	542-523	1,178,853	1,322,305	1,381,862	1,401,066	1,445,596	1,491,902	1,540,051	1,590,127
Pretrial Release	544-523	1,649,100	1,712,644	1,868,610	1,887,069	1,930,674	1,976,031	2,023,217	2,072,309
Drug & Alcohol Testing	599-523	84,947	182,622	194,561	197,052	201,506	206,110	210,869	215,790
<b>Total Appropriations</b>		<b>3,365,382</b>	<b>3,887,452</b>	<b>4,119,013</b>	<b>4,159,167</b>	<b>4,270,969</b>	<b>4,387,451</b>	<b>4,507,763</b>	<b>4,632,072</b>
<b>Revenues Less Appropriations</b>		<b>(143,594)</b>	<b>-</b>	<b>73,564</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2023 Probation Services revenues are estimated to be slightly higher than FY 2022 due to the courts resuming normal sentencing after the COVID pandemic, however the fund continues to see a greater reliance on general revenue to support the required services. For FY 2023, the budget includes a \$3.52 million general revenue subsidy to the fund. The general revenue subsidy is anticipated to increase to \$3.9 million by FY 2027 due to revenues remaining relatively flat and continuing increases in program expenditures.

The increase in FY 2023 expenditures is due in part to the addition of two Probation/Pretrial Officers to assist with the increased number of clients assigned by the Courts to the Supervised Pretrial Release Program, approved by the Board at the March 2022 Leon County Detention Facility Population Management Workshop.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Prisoner Petition Assessment	349160	164	-	-	-	-	-	-	-
Mediation Fees	349310	113	-	-	-	-	-	-	-
Teen Court Fees	351500	56,710	64,209	68,500	65,075	66,310	68,685	71,060	72,485
<b>Total Revenues</b>		<b>56,987</b>	<b>64,209</b>	<b>68,500</b>	<b>65,075</b>	<b>66,310</b>	<b>68,685</b>	<b>71,060</b>	<b>72,485</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Teen Court - Risk	495-662	1,333	900	965	965	971	978	984	991
Indirect Costs - Teen Court	499-662	10,000	12,000	11,000	11,000	11,000	12,000	12,000	12,000
Court Administration - Teen Court	586-662	73,421	51,309	53,110	53,110	54,339	55,707	58,076	59,494
<b>Total Appropriations</b>		<b>84,754</b>	<b>64,209</b>	<b>65,075</b>	<b>65,075</b>	<b>66,310</b>	<b>68,685</b>	<b>71,060</b>	<b>72,485</b>
<b>Revenues Less Appropriations</b>		<b>(27,767)</b>	<b>-</b>	<b>3,425</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

FY 2023 estimated revenues are anticipated to meet program costs. Outyear revenue projections show a slight increase in the \$3.00 fee revenue collected from traffic citations.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
County Alcohol Tf (fs 938.13)	348125	6,036	5,035	6,300	5,985	6,080	6,270	6,365	6,460
Felony Drug Intervention	348241	28,692	92,099	29,600	28,120	29,545	31,065	32,585	34,200
Pool Interest Allocation	361111	1,035	475	1,611	1,530	1,545	1,560	1,576	1,592
Appropriated Fund Balance	399900	-	-	57,845	57,845	60,965	-	-	-
<b>Total Revenues</b>		<b>35,763</b>	<b>97,609</b>	<b>95,356</b>	<b>93,480</b>	<b>98,135</b>	<b>38,895</b>	<b>40,526</b>	<b>42,252</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Drug Abuse	800-562	-	89,015	93,480	93,480	98,135	98,135	98,135	98,135
Budgeted Reserves - Drug Court	990-599	-	8,594	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>-</b>	<b>97,609</b>	<b>93,480</b>	<b>93,480</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>
<b>Revenues Less Appropriations</b>		<b>35,763</b>	<b>-</b>	<b>1,876</b>	<b>-</b>	<b>-</b>	<b>(59,240)</b>	<b>(57,609)</b>	<b>(55,883)</b>

Notes:

The FY 2023 Drug Court revenues are estimated to be lower than FY 2022 but consistent with revenue trends for court related programs since the COVID pandemic. Available Drug Abuse Trust fund balance is used to support the program in FY 2023 and FY 2024. The outyears reflect a deficit in supporting program expenditures as fund balance will be depleted in FY 2024. A reduction in services may need to be considered if revenues do not increase to support the program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Court Innovations	348921	55,517	58,140	58,900	55,955	57,095	58,235	59,375	60,610
Local Requirement									
Legal Aid Local Ordinance	348922	55,517	58,140	58,900	55,955	57,095	58,235	59,375	60,610
Law Library Local Ordinance	348923	55,517	58,140	58,900	55,955	57,095	58,235	59,375	60,610
Juvenile Alternative Local Ordinance	348924	55,517	58,140	58,900	55,955	57,095	58,235	59,375	60,610
Leon County Fees	349510	9	-	-	-	-	-	-	-
	349600	146	-	-	-	-	-	-	-
Pool Interest Allocation	361111	4,255	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	102,881	139,024	139,024	143,331	147,364	148,642	-
<b>Total Revenues</b>		<b>226,478</b>	<b>335,441</b>	<b>374,624</b>	<b>362,844</b>	<b>371,711</b>	<b>380,304</b>	<b>386,142</b>	<b>242,440</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Judicial Programs - Risk	495-569	1,641	2,331	2,416	2,416	2,440	2,465	2,489	2,514
Indirect Costs - Judicial Programs	499-601	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Alternative Juvenile Programs	509-569	30,758	53,066	54,900	56,461	58,323	60,252	62,258	64,344
Law Library	546-714	-	51,680	52,440	52,440	52,725	52,725	52,725	52,725
Judicial Programs/Article V	548-662	(5,113)	175,684	194,267	198,087	204,498	211,137	214,945	225,143
Legal Aid - Court	555-715	43,969	51,680	52,440	52,440	52,725	52,725	52,725	52,725
<b>Total Appropriations</b>		<b>72,255</b>	<b>335,441</b>	<b>357,463</b>	<b>362,844</b>	<b>371,711</b>	<b>380,304</b>	<b>386,142</b>	<b>398,451</b>
<b>Revenues Less Appropriations</b>		<b>154,223</b>	<b>-</b>	<b>17,161</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(156,011)</b>

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 outyears show only nominal increases in revenue and a continued use of fund balance to support programs. A reduction in programs may need to be considered if revenues do not increase to support these discrete programs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Building Permits	322000	2,672,637	2,234,400	2,216,000	2,105,200	2,168,850	2,233,450	2,300,900	2,369,300
Manufactured Homes	322005	46,972	57,665	49,800	47,310	49,685	52,155	54,720	57,475
Contractor's Licenses	329140	4,911	6,270	5,000	4,750	4,845	4,845	4,940	4,940
Site Plan Review	329260	-	9,025	-	-	-	-	-	-
Electronic Document Recording Fee	329290	8,235	9,025	8,500	8,075	8,170	8,265	8,360	8,455
State Surcharge Retention	335291	8,055	6,935	8,500	8,075	8,170	8,265	8,360	8,455
Technology Fee	341111	-	-	80,000	80,000	81,600	83,232	84,897	86,595
Pool Interest Allocation	361111	16,369	-	76,011	72,210	72,932	73,661	74,398	75,141
Net Incr(decr) In Fmv Of Investment	361300	(22,534)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	289,589	470,642	470,642	482,722	496,388	509,627	525,592
<b>Total Revenues</b>		<b>2,734,645</b>	<b>2,612,909</b>	<b>2,914,453</b>	<b>2,796,262</b>	<b>2,876,974</b>	<b>2,960,261</b>	<b>3,046,202</b>	<b>3,135,953</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Building Inspection Technology	076055-524	-	-	80,000	80,000	81,600	83,232	84,897	86,595
Building Plans Review and Inspection	220-524	1,842,510	2,142,963	2,209,529	2,238,003	2,302,979	2,370,497	2,440,634	2,513,548
MIS Automation - Building Inspection	470-524	3,710	4,290	6,465	6,465	6,465	6,465	6,465	6,465
Building Inspection	495-524	11,362	13,156	13,794	13,794	13,930	14,067	14,206	14,345
Indirect Costs - Building Inspections	499-524	480,000	415,000	458,000	458,000	472,000	486,000	500,000	515,000
Transfers	950-581	471,000	37,500	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>2,808,582</b>	<b>2,612,909</b>	<b>2,767,788</b>	<b>2,796,262</b>	<b>2,876,974</b>	<b>2,960,261</b>	<b>3,046,202</b>	<b>3,135,953</b>
<b>Revenues Less Appropriations</b>		<b>(73,937)</b>	<b>-</b>	<b>146,665</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In February 2022, the Board adopted a revised fee schedule based on a 2021 building plan review and inspections fee study. The study found that overall permit costs were commensurate with the services provided but recommended a revenue-neutral transition to a flat fee structure and the implementation of a technology fee to support demands for greater digital services.

For FY 2023, revenues reflect a 3% decrease from FY 2022 based on a stabilization of growth in permitting activity following the low interest rate environment enacted by the Federal Reserve to combat the impacts of the COVID-19 pandemic on the economy. To ensure Building Inspection continues to provide prompt permitting services, \$470,642 in fund balance is budgeted in FY 2023. Outyears reflect a slight increase in use of fund balance as permitting levels are ebbing to a more consistent level.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Development Support &amp; Environ. Mgmt. Fund (121)

Fund Type: Special Revenue

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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Building Permits	322000	(241)	-	-	-	-	-	-	-
Licenses And Permits	322100	-	1,675,800	1,667,579	1,584,200	1,627,900	1,673,500	1,720,050	1,767,550
Stormwater - Standard Form	329100	967,677	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	40,597	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	24,412	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	409,080	-	-	-	-	-	-	-
New Address Assignments	329113	107,976	-	-	-	-	-	-	-
Tree Permits	329120	4,301	-	-	-	-	-	-	-
Vegetative Management Plans	329121	1,080	-	-	-	-	-	-	-
Landscape Permit Fees	329130	98,060	-	-	-	-	-	-	-
Amend/Resubmittal/E xtensions	329150	6,793	-	-	-	-	-	-	-
General Utility Permit	329160	42,570	-	-	-	-	-	-	-
Operating Permit	329170	60,264	-	-	-	-	-	-	-
Communications Tower Bonds	329171	5,342	-	-	-	-	-	-	-
Subdivision Exemptions	329200	36,163	-	-	-	-	-	-	-
Certificate Of Concurrency	329210	57,816	-	-	-	-	-	-	-
Project Status	329240	149,720	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	28,056	-	-	-	-	-	-	-
Site Plan Review	329260	177,629	-	-	-	-	-	-	-
Other Development Review Fees	329270	50,678	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	1,335	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	16,044	10,165	18,200	17,290	18,335	19,475	20,615	21,850
Driveway Permit Fees	343930	91,635	91,105	88,800	84,360	88,540	93,005	97,660	102,505
Environmental Analysis	343941	85,963	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,500	-	-	-	-	-	-	-
Reinspection Fees	349100	14,436	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	33,926	30,210	40,800	38,760	39,995	41,135	42,370	43,700
Pool Interest Allocation	361111	15,813	17,005	48,020	45,619	46,075	46,536	47,001	47,471
Net Incr(decr) In Fmv Of Investment	361300	6,252	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	10,085	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	15,900	16,150	14,100	13,395	13,205	13,110	12,920	12,825
Transfer From Fund 126	381126	2,756,464	2,215,948	2,141,996	2,141,996	2,215,525	2,790,468	2,869,279	2,951,897

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Development Support &amp; Environ. Mgmt. Fund (121)

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Appropriated Fund Balance	399900	-	-	500,000	500,000	500,000	-	-	-
<b>Total Revenues</b>		5,317,324	4,056,383	4,519,495	4,425,620	4,549,575	4,677,229	4,809,895	4,947,798
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Environmental Services	420-537	1,372,656	1,533,139	1,665,234	1,687,051	1,733,664	1,782,034	1,832,226	1,884,332
Development Services	422-537	667,547	755,902	866,766	877,839	902,156	927,414	953,644	980,899
Code Compliance Services	423-537	463,024	533,698	529,280	535,573	549,068	563,086	577,630	592,731
DS Support Services	424-537	369,647	594,280	578,235	586,938	605,283	624,104	643,616	663,866
Customer Engagement Services	426-537	101,772	-	-	-	-	-	-	-
MIS Automation - Growth Management	470-537	18,845	20,265	28,440	28,440	28,440	28,440	28,440	28,440
Growth Management - Risk	495-537	16,689	19,099	19,779	19,779	19,964	20,151	20,339	20,530
Indirect Costs - Growth Management	499-537	600,000	600,000	690,000	690,000	711,000	732,000	754,000	777,000
<b>Total Appropriations</b>		3,610,181	4,056,383	4,377,734	4,425,620	4,549,575	4,677,229	4,809,895	4,947,798
<b>Revenues Less Appropriations</b>		1,707,143	-	141,761	-	-	-	-	-

## Notes:

In FY 2023, permit fee revenue is estimated to decrease over FY 2022 reflecting a stabilization of growth in environmental permitting after the low interest rate environment established by the Federal Reserve as a tool to ameliorate the affects of COVID on the economy. Rather than transferring additional general revenue to support DSEM, \$500,000 in fund balance is used to meet service demands. The outyears reflect general fund support increasing incrementally to maintain service levels and is anticipated to increase up to \$2.9 million in FY 2027.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Non Ad-valorem Assessment	319100	3,524,865	3,500,045	3,714,700	3,528,965	3,578,365	3,628,430	3,679,255	3,730,745
Delinquent Assessments 2013	319213	162	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	350	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	447	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	794	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	1,832	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	3,135	-	-	-	-	-	-	-
Delinquent Assessments	319219	5,380	-	-	-	-	-	-	-
Pool Interest Allocation	361111	26,090	33,345	68,111	64,705	65,352	66,005	66,665	67,332
Net Incr(decr) In Fmv Of Investment	361300	(13,581)	-	-	-	-	-	-	-
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	1,143,068	1,473,726	1,706,698	1,706,698	1,789,314	1,918,408	1,995,702	2,096,396
<b>Total Revenues</b>		<b>5,492,542</b>	<b>5,807,116</b>	<b>6,289,509</b>	<b>6,100,368</b>	<b>6,233,031</b>	<b>6,412,843</b>	<b>6,541,622</b>	<b>6,694,473</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Stormwater Maintenance	433-538	2,322,137	3,589,761	3,885,390	3,915,146	3,993,811	4,118,783	4,190,070	4,279,921
MIS Automation - Stormwater	470-538	80	70	70	70	70	70	70	70
Stormwater Utility - Risk	495-538	19,736	22,941	23,774	23,774	24,012	24,252	24,494	24,739
Indirect Costs - Stormwater Utility	499-538	540,000	471,000	369,000	369,000	380,000	391,000	403,000	415,000
Tax Collector	513-586	70,715	73,294	74,028	74,028	74,768	74,768	74,768	74,768
Transfers	950-581	1,628,430	1,650,050	1,718,350	1,718,350	1,760,370	1,803,970	1,849,220	1,899,975
<b>Total Appropriations</b>		<b>4,581,098</b>	<b>5,807,116</b>	<b>6,070,612</b>	<b>6,100,368</b>	<b>6,233,031</b>	<b>6,412,843</b>	<b>6,541,622</b>	<b>6,694,473</b>
<b>Revenues Less Appropriations</b>		<b>911,444</b>	<b>-</b>	<b>218,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In FY 2014, the County implemented the first increase to the stormwater non ad valorem assessment in 23 years from \$20 to \$85 for each single-family equivalent unit. This allowed for the general revenue subsidy to decrease by \$2.5 million. As specified in the adopted ordinance, the current general revenue subsidy covers the cost of the fee discount for low-income seniors, disabled veterans and properties that receive a stormwater credit discount. The remaining general revenue transfer covers the operating deficit in the program. The transfer of \$800,000 from the Transportation Trust fund provides funding for stormwater maintenance activity related to roadways.

The increase in general revenue support in FY 2023 is related to no growth in the non-ad valorem fee due to the issuance of more stormwater credit discounts and increases in program expenditures. These expenses include inflationary costs associated with fuel and road materials and supplies, and personnel costs related to positions included in the market based revisions to the Classification and Pay Plan.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
SHIP - Doc Stamp Revenue	345100	278,912	671,540	936,449	936,449	936,449	936,449	936,449	936,449
SHIP Loan Repayment	345150	48,736	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Pool Interest Allocation	361111	2,158	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>329,807</b>	<b>741,540</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
SHIP 2018-2021	932053-554	19,220	-	-	-	-	-	-	-
SHIP 2019-2022	932054-554	56,621	-	-	-	-	-	-	-
SHIP Hurricane Housing Recovery	932055-554	203,966	-	-	-	-	-	-	-
SHIP 2020-2023	932056-554	50,000	-	-	-	-	-	-	-
SHIP 2021-2024	932058-554	-	741,540	-	-	-	-	-	-
SHIP 2022-2025	932059-554	-	-	995,469	1,006,449	1,006,449	1,006,449	1,006,449	1,006,449
<b>Total Appropriations</b>		<b>329,808</b>	<b>741,540</b>	<b>995,469</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>	<b>1,006,449</b>
<b>Revenues Less Appropriations</b>		<b>(1)</b>	<b>-</b>	<b>10,980</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The State Housing Initiatives Partnership (SHIP) program allocated \$936,449 for local housing programs to Leon County during the FY 2022 legislative session. The increase in SHIP funding is expected to remain consistent in outyears due to major changes in statutory minimums awarded to jurisdictions.

The FY 2023 budget includes the addition of an Affordable Housing Coordinator position to provide necessary support for the two new program categories (Homeowner and Renter Development) added to the Leon County Housing Assistance Plan (LHAP) in FY 2022, and to ensure audit compliance with the State programs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
CARE Act Funding - HHS	331109	10,371	-	-	-	-	-	-	-
EMPG Base Grant- Federal	331271	90,529	91,434	91,300	91,300	91,702	92,105	92,510	92,917
Law Enforcement Block Grant	331280	76,712	38,356	38,356	38,356	38,356	38,356	38,356	38,356
USEPA Clean Water Campaign	331351	13,750	-	-	-	-	-	-	-
DOT Old Bainbridge Road Monroe	331416	7,834	-	-	-	-	-	-	-
DOT Old Bainbridge Road 1-10 to CC NW	331417	74,974	-	-	-	-	-	-	-
DOT Old Bainbridge CCNW	331418	34,481	-	-	-	-	-	-	-
FHFC CARES	331503	11,000,000	-	-	-	-	-	-	-
CDC Mosquito Control Hurricane Relief	331611	15,000	-	-	-	-	-	-	-
Big Read Grant	331728	12,029	-	-	-	-	-	-	-
DCF Drug Court	334240	20,277	-	-	-	-	-	-	-
EMPA Base Grant- State	334271	105,806	105,806	105,806	105,806	105,806	105,806	105,806	105,806
EM-SHSGP Federal Grant	334272	40,447	-	-	-	-	-	-	-
Waste Tire Grant	334324	31,843	-	-	-	-	-	-	-
Woodville Sewer Grant	334354	2,495	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer Grant	334356	1,087,966	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer Grant	334357	110,280	-	-	-	-	-	-	-
Woodside Heights DEP	334358	(19,260)	-	-	-	-	-	-	-
FDEP - Wilkinson Woods Sewer Project	334368	466,286	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	153,605	147,284	154,648	154,648	156,968	159,322	161,760	164,186
FDOT Smith Creek Bike Lanes Grant	334401	73,631	-	-	-	-	-	-	-
Smith Creek Bikes Lanes Phase II	334402	78,060	-	-	-	-	-	-	-
Mosquito Control	334610	-	32,468	38,026	38,026	38,026	38,026	38,026	38,026
Boating Improvement	334792	2,630	-	-	-	-	-	-	-
Mobile Home Licenses	335140	12	-	-	-	-	-	-	-
COT Reimb Magnolia Dr Trail	337405	374,944	-	-	-	-	-	-	-
BP 2000 Magnolia Dr Multiuse Trail	337406	441,679	-	-	-	-	-	-	-
HFA Emergency Repairs	337502	492,046	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BP 2000 St. Marks Greenway	337702	16,584	-	-	-	-	-	-	-
Friends Of The Library	337714	2,341	15,000	15,000	15,000	15,000	15,000	15,000	15,000

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Grants (125)

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
LCRDA Innovation Park Trail	337730	85,089	-	-	-	-	-	-	-
DOT-Reimbursement Route 27	343913	1,435	-	-	-	-	-	-	-
BP Comp Wastewater Treatment	343918	35,579	-	-	-	-	-	-	-
FHFC Hurricane Housing	345130	79,046	-	-	-	-	-	-	-
Slosberg \$3 Driver Education	348531	105,480	78,454	83,800	83,800	84,600	85,500	86,300	87,200
Net Incr(decr) In Fmv Of Investment	361300	8,724	-	-	-	-	-	-	-
Capacity Fee	363244	400	-	-	-	-	-	-	-
Florida Health Literacy	366201	2,105	-	-	-	-	-	-	-
Community Foundation of N Florida	366310	275	-	-	-	-	-	-	-
Big Bend Healthcare Coalition	366311	6,150	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	17	-	-	-	-	-	-	-
Transfer From Fund 126	381126	283,935	311,672	331,108	331,108	343,718	356,802	370,452	383,352
<b>Total Revenues</b>		<b>15,425,583</b>	<b>870,474</b>	<b>908,044</b>	<b>908,044</b>	<b>924,176</b>	<b>940,917</b>	<b>958,210</b>	<b>974,843</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Innovation Park Trail	042006-572	8,180	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	16,584	-	-	-	-	-	-	-
Smith Creek Bike Lanes	052004-541	73,631	-	-	-	-	-	-	-
Smith Creek Bike Lane Phase II	052005-541	78,060	-	-	-	-	-	-	-
DOT Old Bainbridge Road N. Monroe to the Gadsden County	053009-541	7,834	-	-	-	-	-	-	-
DOT Old Bainbridge Rd I-10 to Cap. Circle NW Improve.	053010-541	74,974	-	-	-	-	-	-	-
DOT Old Bainbridge Rd @ CC NW	053011-541	34,481	-	-	-	-	-	-	-
Magnolia Drive Multi- Use Trail	055010-541	816,622	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	400	-	-	-	-	-	-	-
Woodville Sewer Project	062003-535	2,495	-	-	-	-	-	-	-
BP Comprehensive Wastewater Treatment Project	062006-535	35,579	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	1,087,966	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	110,280	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	-	32,468	38,026	38,026	38,026	38,026	38,026	38,026
Grants - Risk	495-595	1,844	2,143	2,222	2,222	2,244	2,267	2,289	2,312
Emergency Management	864-525	98,547	121,221	121,221	121,221	121,221	121,284	121,319	121,354
DEP Storage Tank	866-524	185,251	200,680	211,903	215,421	221,544	227,861	234,390	241,126
Big Read Nat'l Endowment Arts	912027-571	319	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Big Read Nat'l Endowment Arts	912028-571	11,710	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	2,341	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Florida Health Literacy Grant	913201-571	2,105	-	-	-	-	-	-	-
Slosberg Drivers Education Grant	915013-529	105,497	78,454	79,631	83,800	80,825	82,037	83,268	83,268
Community Foundation of N Florida	915058-519	275	-	-	-	-	-	-	-
Boating Improvement Waste Tire Grant	921043-572	2,630	-	-	-	-	-	-	-
Waste Tire Grant	922045-534	25,000	-	-	-	-	-	-	-
Waste Tire Grant FY21	922046-534	6,843	-	-	-	-	-	-	-
CDC Mosquito Control Hurricane Relief	924020-562	15,001	-	-	-	-	-	-	-
USEPA Clean Water Campaign	927018-535	13,750	-	-	-	-	-	-	-
FDEP Springs Restoration	927128-535	466,286	-	-	-	-	-	-	-
HFA Emergency Repairs Program	932019-554	59,791	50,000	50,000	50,000	50,000	50,000	50,000	50,000
FHFC CARES	932020-525	395,446	-	-	-	-	-	-	-
FHFC CARES	932020-559	11,036,807	-	-	-	-	-	-	-
Florida Hurricane Housing Grant	932057-554	79,045	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	20,277	-	-	-	-	-	-	-
EM - SHSGP Federal Grant	952010-525	40,447	-	-	-	-	-	-	-
EMPG Federal Grant	952011-525	90,529	-	-	-	-	-	-	-
EMPA Base Grant- State	952012-525	105,806	-	-	-	-	-	-	-
EMPG Federal Grant	952019-525	-	98,855	-	-	-	-	-	-
EMPA Base Grant- State	952020-525	-	143,297	-	-	-	-	-	-
EMPG Federal Grant	952023-525	-	-	103,747	105,390	109,050	112,852	116,803	120,906
EMPA Base Grant- State	952024-525	-	-	150,336	152,777	157,910	163,234	168,759	174,495
EMS COVID 19 Response	961063-526	10,371	-	-	-	-	-	-	-
Big Bend Healthcare Coalition	961081-526	6,150	-	-	-	-	-	-	-
FDLE JAG Pre-Trial FY 18-19	982063-521	38,356	-	-	-	-	-	-	-
FDLE JAG Pre-Trial FY19-20	982064-521	38,356	-	-	-	-	-	-	-
FDLE JAG Pretrial FY20-21	982065-521	-	38,356	-	-	-	-	-	-
FDLE JAG Pretrial FY21-22	982066-521	-	-	38,356	38,356	38,356	38,356	38,356	38,356
Grant Match Funds	991-595	-	90,000	90,000	85,831	90,000	90,000	90,000	90,000
<b>Total Appropriations</b>		<b>15,205,864</b>	<b>870,474</b>	<b>900,442</b>	<b>908,044</b>	<b>924,176</b>	<b>940,917</b>	<b>958,210</b>	<b>974,843</b>
<b>Revenues Less Appropriations</b>		<b>219,719</b>	<b>-</b>	<b>7,602</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Notes:

Grant program expenditures for Emergency Management and the Storage Tank Program are greater than the grant allocations, which require increasing the general revenue transfer to maintain program service levels. Since 2012, the Board has allocated additional funding for the Storage Tank Program to ensure all local petroleum facilities are inspected on an annual basis, which is in excess of the Florida Department of Environmental Protection's 50% requirement.

As allowed by the Dori Slosberg Driver Education Safety Act, the Board amended the Leon County Code of Laws related to civil traffic penalties at the January 28, 2020 meeting and increased the civil traffic penalty from \$3 to \$5 to support high school driver education programs. The additional funding supports Leon County Schools' Drivers Education Program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Local Communication Svcs Tax	315000	2,626,789	2,565,000	2,736,000	2,599,200	2,573,208	2,521,744	2,471,309	2,421,883
State Revenue Sharing	335120	6,564,802	5,776,445	6,791,000	6,451,450	6,709,508	6,977,888	7,257,004	7,547,284
Insurance Agents County	335130	99,316	68,780	72,400	68,780	69,468	70,162	70,864	71,573
Mobile Home Licenses	335140	26,783	27,598	25,291	24,026	24,746	25,489	26,253	27,041
Alcoholic Beverage Licenses	335150	202,376	109,250	128,800	122,360	126,031	129,812	133,706	137,717
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	13,980,522	12,928,414	15,583,000	14,803,850	15,247,966	15,705,404	16,176,567	16,661,864
Net Incr(decr) In Fmv Of Investment	361300	11,649	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>23,735,486</b>	<b>21,687,575</b>	<b>25,559,741</b>	<b>24,281,754</b>	<b>24,963,015</b>	<b>25,642,587</b>	<b>26,347,791</b>	<b>27,079,450</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfers	950-581	18,205,806	21,687,575	24,281,754	24,281,754	24,963,015	25,642,587	26,347,791	27,079,450
<b>Total Appropriations</b>		<b>18,205,806</b>	<b>21,687,575</b>	<b>24,281,754</b>	<b>24,281,754</b>	<b>24,963,015</b>	<b>25,642,587</b>	<b>26,347,791</b>	<b>27,079,450</b>
<b>Revenues Less Appropriations</b>		<b>5,529,680</b>	<b>-</b>	<b>1,277,987</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The State Shared and 1/2 Cent Sales Tax revenues have rebounded from the precipitous decline in FY 2020 and are estimated to generate an additional \$2.54 million from the FY 2022 budget.

Effective July 1, 2021, internet sales retailers and marketplace providers with no physical presence in Florida were required to collect the Florida sales tax on sales of taxable items delivered to purchasers in Florida if the out-of-state retailer or marketplace provider makes a substantial number of sales into Florida.

The Communication Services Tax Statewide (CST) has been in decline the past five years due to a decline in cable services as consumers "cord cut" in favor of streaming, and certain demographics and small businesses abandoning telephone landlines; however, FY 2023 revenues are expected to remain relatively level, increasing by a modest \$30,000.

# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Grants - Interest Bearing (127)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
US Treasury - Emergency Rental Assistance	331612	17,135,825	-	-	-	-	-	-	-
DOH-Emergency Medical Services	334201	90,008	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	63,736	-	-	-	-	-	-	-
Tree Bank Donations	337410	11,612	-	-	-	-	-	-	-
Friends Endowment	337716	41,795	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	(1,460)	-	-	-	-	-	-	-
Parks And Recreation	347200	15,034	-	-	-	-	-	-	-
Pool Interest Allocation	361111	71,111	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(9,637)	-	-	-	-	-	-	-
Sidewalk Fees	363243	350,028	-	-	-	-	-	-	-
Transfer From Fund 135	381135	11,789	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>17,779,841</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Sidewalk Program District 3	003000-541	370,370	-	-	-	-	-	-	-
Friends Endowment 2005	913115-571	44,998	-	-	-	-	-	-	-
Tree Bank Miccosukee	921053-541	11,612	-	-	-	-	-	-	-
Community Center Miccosukee	921116-572	2,688	-	-	-	-	-	-	-
Community Center Woodville Community Center	921126-572	2,688	-	-	-	-	-	-	-
Ft. Braden Community Center	921136-572	2,688	-	-	-	-	-	-	-
Bradfordville Community Center	921146-572	2,688	-	-	-	-	-	-	-
Lake Jackson Community Center	921156-572	1,594	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	921166-572	2,688	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	932078-554	8,889,430	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	932079-554	8,290,976	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	91,532	-	-	-	-	-	-	-
EMS Grant CPR Training	961062-526	24,834	-	-	-	-	-	-	-
EMS Grant CPR Training	961064-526	20,881	-	-	-	-	-	-	-
EMS Traffic Light Exemption	961065-526	29,450	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961066-526	-	60,000	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Grants - Interest Bearing (127)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
EMS/DOH - EMS Equipment	961068-526	-	-	60,000	60,000	60,000	60,000	60,000	60,000
<b>Total Appropriations</b>		17,789,118	60,000	60,000	60,000	60,000	60,000	60,000	60,000
<b>Revenues Less Appropriations</b>		(9,277)	-	-	-	-	-	-	-



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
State Revenue Sharing Enhanced 911 Fee	335220	273,607	334,332	275,400	261,630	269,479	277,563	285,890	294,467
State Revenue Sharing Enhanced 911 DMS	335221	1,074,516	917,815	1,005,900	955,605	984,273	1,013,801	1,044,215	1,075,541
Pool Interest Allocation	361111	154	-	-	-	-	-	-	-
Transfer From Fund 330	381330	-	-	84,585	84,585	64,186	43,225	20,688	6,033
<b>Total Revenues</b>		<b>1,348,277</b>	<b>1,252,147</b>	<b>1,365,885</b>	<b>1,301,820</b>	<b>1,317,938</b>	<b>1,334,589</b>	<b>1,350,793</b>	<b>1,376,041</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Enhanced E-911- Administration	180-525	1,897,462	1,143,488	1,159,729	1,165,088	1,178,178	1,191,801	1,205,977	1,228,196
MIS Automation	470-525	24,470	26,980	42,955	42,955	42,955	42,955	42,955	42,955
Insurance for E-911	495-525	-	2,679	2,777	2,777	2,805	2,833	2,861	2,890
Indirect Costs - Emergency 911	499-525	63,000	79,000	91,000	91,000	94,000	97,000	99,000	102,000
<b>Total Appropriations</b>		<b>1,984,932</b>	<b>1,252,147</b>	<b>1,296,461</b>	<b>1,301,820</b>	<b>1,317,938</b>	<b>1,334,589</b>	<b>1,350,793</b>	<b>1,376,041</b>
<b>Revenues Less Appropriations</b>		<b>(636,655)</b>	<b>-</b>	<b>69,424</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2023, revenue for this fund is projected to increase slightly. This trend is anticipated to continue in outyears until a base level of landlines is reached as consumers continue to switch from landlines to wireless devices. The fund reflects a transfer from the 9-1-1 Capital Project fund to maintain current service levels.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Radio Communication Systems (131)

Fund Type: Special Revenue

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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Radio Communications Program	351600	14,213	-	-	-	-	-	-	-
Pool Interest Allocation	361111	881	-	-	-	-	-	-	-
<b>Total Revenues</b>		15,094	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		15,094	-	-	-	-	-	-	-

Notes:

In FY 2021, due to the significant decline in revenue and the increasing general revenue subsidy, the budget for the Radio Communications was consolidated in General Fund (001) in organization 529.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
MSTU Ad Valorem	311130	8,979,532	9,287,268	10,688,477	10,154,053	10,763,296	11,301,461	11,866,534	12,459,861
Delinquent Taxes 2010	311210	-	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	-	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	-	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	108	-	-	-	-	-	-	-
Delinquent Taxes 2014	311214	264	-	-	-	-	-	-	-
Delinquent Taxes 2015	311215	149	-	-	-	-	-	-	-
Delinquent Taxes 2016	311216	(158)	-	-	-	-	-	-	-
Delinquent Taxes 2017	311217	484	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	1,910	-	-	-	-	-	-	-
Delinquent Taxes 2019	311219	7,580	-	-	-	-	-	-	-
Ambulance Fees	342600	11,428,756	11,213,037	12,310,000	11,694,500	12,045,335	12,406,695	12,778,896	13,162,263
Medicaid - Ambulance Fees	342601	205,846	200,000	210,526	200,000	200,000	200,000	200,000	200,000
Special Events	342604	332,694	183,730	325,811	309,520	318,805	328,369	338,220	348,367
Patient Transports	342605	20,432	-	20,000	19,000	19,000	19,000	19,000	19,000
Medicaid - Fee for Service	342607	2,019,896	2,427,614	2,092,000	2,092,000	2,154,760	2,219,403	2,285,985	2,354,564
Pool Interest Allocation	361111	73,346	90,630	193,780	184,091	185,932	187,791	189,669	191,566
Net Incr(decr) In Fmv Of Investment	361300	(41,471)	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	114	33,000	6,000	5,700	5,814	5,930	6,049	6,170
Other Miscellaneous Revenue	369900	26,650	-	35,000	33,250	33,250	33,250	33,250	33,250
Transfer From Fund 001	381001	792,616	1,144,162	1,788,751	1,788,751	1,800,000	2,000,000	2,000,000	2,000,000
Transfer From Fund 140	381140	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Appropriated Fund Balance	399900	-	127,009	171,185	171,185	1,939,099	1,343,866	832,264	258,391
<b>Total Revenues</b>		<b>24,048,750</b>	<b>24,906,450</b>	<b>28,041,530</b>	<b>26,852,050</b>	<b>29,665,291</b>	<b>30,245,765</b>	<b>30,749,867</b>	<b>31,233,432</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	1,208,829	1,180,000	53,000	53,000	2,190,000	2,285,000	2,285,000	2,270,000
New Emergency Medical Services Vehicle & Equipment	026021-526	-	-	55,000	55,000	-	-	-	-
Emergency Medical Services Technology	076058-526	31,477	25,000	75,000	75,000	55,000	55,000	55,000	30,000
Emergency Medical Services	185-526	17,772,399	21,995,039	24,512,278	24,691,801	25,388,171	25,817,686	26,263,738	26,727,159
MIS Automation - EMS Fund	470-526	17,375	20,640	20,755	20,755	20,755	20,755	20,755	20,755
EMS - Risk	495-526	67,722	76,376	88,926	88,926	89,725	90,532	91,346	92,169
Indirect Costs - EMS	499-526	1,408,000	1,447,000	1,664,000	1,664,000	1,714,000	1,765,000	1,818,000	1,873,000
Tax Collector	513-586	158,870	162,395	203,401	203,568	207,640	211,792	216,028	220,349
Transfers	950-581	11,789	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Emergency Medical Services MSTU (135)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfers	950-586	1,804,575	-	-	-	-	-	-	-
<b>Total Appropriations</b>		22,481,037	24,906,450	26,672,360	26,852,050	29,665,291	30,245,765	30,749,867	31,233,432
<b>Revenues Less Appropriations</b>		1,567,713	-	1,369,170	-	-	-	-	-

## Notes:

Property valuations increased 9.33% for the FY 2023 budget. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that allocated \$4.1 million in debt services savings to avoid future tax and fee increases. The plan for the EMS Fund included a general fund transfer of \$2.0 million a year beginning in FY 2021. However, the fund did not need the entire \$2.0 million transfer due to increased property values.

To balance the fund, \$1.79 million in general revenue was transferred to the EMS fund and \$171,185 in EMS fund balance is appropriated. This appropriation of fund balance still leaves the remaining reserves within the reserve policy limits. However, beginning in FY 2024 the projected fund balance use could fall below the reserve policy minimum without changes to other revenue sources. As discussed with the Board during the FY 2023 Budget Workshop, as expenditures are projected to continue to increase faster than revenue growth, funding options to address a long-term EMS fiscal plan will be presented during the FY 2024 budget process.

To maintain current service levels and ensure adequate resources are available for increased demand, the FY 2023 budget includes the addition of one new full-time (24/7) crew for EMS. Additionally, to ensure adequate staffing for all shifts, the budget includes continued funding (\$370,000) for the extra shift incentive and special day stipend pay during critical staffing periods.

Also, eight ambulances are scheduled for purchase in FY 2023, seven planned replacements and an additional ambulance for the new crew. Due to the current one-year lag time in receiving new ambulances, \$2.64 million in EMS fund balance was appropriated in FY 2022 to ensure the County receives the ambulances in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» American Rescue Plan Act (ARPA) (137)

The American Rescue Plan (ARPA) Fund is a special revenue fund established to account for funding provided by the Federal Government to remedy the increasing costs to provide critical local government services and the decline in revenues as a result of the COVID pandemic.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
American Rescue Plan Act	331504	28,512,431	-	-	-	-	-	-	-
Pool Interest Allocation	361111	85,294	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	32,390	-	-	-	-	-	-	-
ARP Appropriated Fund Balance	399902	-	-	3,071,844	3,071,844	-	-	-	-
<b>Total Revenues</b>		<b>28,630,115</b>	<b>-</b>	<b>3,071,844</b>	<b>3,071,844</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfers	950-581	-	-	3,071,844	3,071,844	-	-	-	-
Transfers	950-586	16,253,548	-	-	-	-	-	-	-
American Rescue Plan Act	952021-525	360,433	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>16,613,981</b>	<b>-</b>	<b>3,071,844</b>	<b>3,071,844</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>12,016,134</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In May 2021, Leon County received \$57.02 million in ARPA funding. Accordingly, as part of the FY 2022 budget process, the Board approved a multi-year ARPA expenditure plan. The plan provided funding to address community nonprofit and human services assistance, public health support, targeted support for the local business community, and funding to complete major waste water projects.

The expenditure plan also allocated \$25.5 million in ARPA revenue replacement to mitigate revenue losses incurred by the County due to the pandemic. For FY 2022, the Leon County revenue loss was calculated at \$6.4 million, of which \$2.8 million was used to support general government services and \$3.6 million was allocated to support the capital program.

For FY 2023, Leon County revenue loss is calculated at \$8.91 million. Of the \$8.91 million, \$2.8 million was transferred to the General Fund (Fund 001) to support general government services.

In addition, \$6.16 million in ARPA loss revenue recovery was allocated in FY 2023 to support the capital program. To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$5.84 million in ARPA funding was appropriated in FY 2022 and the remaining \$318,090 was transferred to the Capital Improvement Fund (Fund 305).

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Public Service Tax - Electric	314100	7,392,974	7,528,592	7,907,881	7,512,487	7,731,112	7,956,295	8,188,234	8,427,131
Public Service Tax - Water	314300	1,108,683	1,159,950	1,239,042	1,177,090	1,211,353	1,246,643	1,282,993	1,320,432
Public Service Tax - Gas	314400	736,520	607,632	812,389	771,770	794,473	817,857	841,943	866,751
Public Service Tax - Fuel Oil	314700	3,258	2,708	2,851	2,708	2,708	2,708	2,708	2,708
Public Service Tax - 2% Discount	314999	(26,882)	(28,500)	(28,500)	(27,075)	(27,075)	(27,075)	(27,075)	(27,075)
DOT-Reimbursement Route 27	343913	5,728	5,741	5,741	5,741	5,741	5,741	5,741	5,741
Parks And Recreation	347200	(288)	7,600	30,000	28,500	28,500	28,500	28,500	28,500
Coe's Landing Park	347201	104,513	70,490	120,000	114,000	117,420	120,943	124,571	128,308
Animal Control	351310	343	-	-	-	-	-	-	-
Education									
Pool Interest Allocation	361111	4,067	10,925	28,091	26,686	26,952	27,222	27,494	27,769
Contributions And Donations	366000	11,456	-	-	-	-	-	-	-
Infant Mortality Workshop	366600	1,250	-	-	-	-	-	-	-
Lawsuit Settlements	369350	2,628	-	-	-	-	-	-	-
Transfer From Fund 352	381352	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
<b>Total Revenues</b>		<b>9,844,250</b>	<b>9,865,138</b>	<b>10,617,495</b>	<b>10,111,907</b>	<b>10,391,184</b>	<b>10,678,834</b>	<b>10,975,109</b>	<b>11,280,265</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Animal Control	201-562	1,699,630	1,870,463	1,957,823	1,965,482	2,028,301	2,092,975	2,113,422	2,134,631
Parks and Recreation Services	436-572	3,027,407	3,696,120	3,929,078	3,959,814	4,185,922	4,284,190	4,386,139	4,491,965
MIS Automation - Animal Control	470-562	3,745	3,860	3,935	3,935	3,935	3,935	3,935	3,935
MIS Automation - Parks and Recreation	470-572	18,285	19,130	19,365	19,365	19,365	19,365	19,365	19,365
Municipal Services - Risk	495-572	35,345	36,457	39,585	39,585	39,791	39,998	40,208	40,420
Indirect Costs - Municipal Services (Animal Control)	499-562	183,000	229,000	252,000	252,000	260,000	267,000	275,000	284,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	636,000	649,000	746,000	746,000	768,000	791,000	815,000	840,000
Payment to City- Parks & Recreation	838-572	1,504,333	1,568,268	1,634,919	1,634,919	1,704,403	1,776,840	1,852,356	1,852,356
Transfers	950-581	1,942,364	1,792,840	1,529,202	1,490,807	1,381,467	1,403,531	1,469,684	1,613,593
<b>Total Appropriations</b>		<b>9,050,109</b>	<b>9,865,138</b>	<b>10,111,907</b>	<b>10,111,907</b>	<b>10,391,184</b>	<b>10,678,834</b>	<b>10,975,109</b>	<b>11,280,265</b>
<b>Revenues Less Appropriations</b>		<b>794,141</b>	<b>-</b>	<b>505,588</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Notes:

For FY 2023, Public Services Tax (PST) revenues are projected to increase by \$167,000 or 1.8%. With more residents at home using utilities, the PST was not affected by COVID stay-at-home orders like other sources of revenue such as gas taxes and tourism taxes. Expense increases to the fund are primarily related to inflationary operating costs of trail, playground and ballfield maintenance, increase acreage for mowing contracts, and tree trimming on greenway and park trails.

The transfer to Fund 305 (the Capital Improvement Fund) was reduced by \$358,258 from the previous fiscal year (\$1.39 million in FY 2022 to \$1.03 million in FY 2023). This is part of the total \$8.18 million general revenue transfer to the capital fund. The remaining transfer is from the General Fund.

The \$500,000 transfer of revenue from the Sales Tax Extension Joint Project Agreement Fund (Fund 352) assists in funding the maintenance of parks constructed with previous local infrastructure sales tax dollars. This is a level transfer that will occur until 2039.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Fire Service Fee	325201	8,554,915	5,713,553	5,906,686	5,611,352	7,295,522	7,404,955	7,516,030	7,628,770
Fire Service Fee	325202	2,858,672	2,909,960	3,184,608	3,025,378	3,070,686	3,116,673	3,163,349	3,210,725
Delinquent Fees	325203	17,024	-	-	-	-	-	-	-
City VFD Payment	337407	482,479	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	34,297	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(37,641)	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	1,400,000	1,600,000	1,600,000	-	-	-	-
<b>Total Revenues</b>		<b>11,909,746</b>	<b>10,505,992</b>	<b>11,173,774</b>	<b>10,719,209</b>	<b>10,848,687</b>	<b>11,004,107</b>	<b>11,161,858</b>	<b>11,321,974</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Volunteer Fire Departments	096002-522	287,646	-	-	-	-	-	-	-
VFD Fire Services - Risk	495-552	-	330	854	854	854	854	854	854
Indirect Costs - Fire Services	499-522	33,000	36,000	41,000	41,000	42,000	43,000	45,000	46,000
Tax Collector	513-586	57,486	60,288	61,197	61,197	62,116	63,049	63,049	63,049
Fire Services Payment	838-522	11,401,458	9,875,155	10,079,634	10,079,634	10,206,568	10,359,420	10,514,528	10,672,992
Volunteer Fire Department	843-522	363,298	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	48,770	51,740	54,045	54,045	54,670	55,305	55,948	56,600
<b>Total Appropriations</b>		<b>12,191,658</b>	<b>10,505,992</b>	<b>10,719,209</b>	<b>10,719,209</b>	<b>10,848,687</b>	<b>11,004,107</b>	<b>11,161,858</b>	<b>11,321,974</b>
<b>Revenues Less Appropriations</b>		<b>(281,912)</b>	<b>-</b>	<b>454,565</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

With the implementation of the fire service fee the City initially billed all affected properties in the unincorporated area. 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. As reflected above direct billing by the City of Tallahassee is the primary source for the collection for this fee, but non-ad valorem assessment collections continue to increase as property owners become delinquent in their payments or choose to have their fee placed on the tax bill. At the May 12, 2015 meeting, the Board approved implementing the current fire service fee rates as recommended in an updated rate study.

As part of the adopted FY 2020 long-term fiscal plan, rather than increasing fire service rescue fees, debt service savings were planned to pay for the increased cost of fire rescue services. Due to the budgetary impacts of COVID, the City and County deferred a fire rescue service fee study and increasing fees in FY 2021.

As part of the FY 2022 budget process, the Board authorized the County Administrator to negotiate an amendment to the County/City Fire Services Interlocal Agreement. The amendment authorized increased payments to the City for fire services in FY 2022 and FY 2023. The increased payments are funded from general revenue debt service savings: \$1.4 million in FY 2022 and \$1.6 million in FY 2023. This approach allows fire service rescue fees charged to unincorporated residents to remain unchanged. In addition, the Amended Interlocal Agreement requires a new joint fire rescue services fee study in FY 2023. The new rate study is underway and will be presented to the Board for consideration early in the FY 2024 budget development process.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Tourism (160)

Fund Type: Special Revenue

The Tourism 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tourist Development (4 Cents)	312100	4,115,160	4,060,129	5,505,720	5,230,434	5,388,011	5,549,273	5,716,065	5,887,464
Tourist Development (1 Cent)	312110	1,033,223	1,014,572	1,376,431	1,307,609	1,333,411	1,360,134	1,387,779	1,415,424
Pool Interest Allocation	361111	78,550	56,973	59,740	56,753	57,321	57,894	58,473	59,057
Net Incr(decr) In Fmv Of Investment	361300	(132,811)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	649	-	-	-	-	-	-	-
Merchandise Sales	365000	1,122	5,730	6,032	5,730	5,902	6,079	6,262	6,450
Special Event Grant Reimbursements	366500	10,000	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Other Contributions	366930	750	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	224,262	31,936	35,298	33,533	33,533	33,533	33,533	33,533
Transfer From Fund 137	381137	1,850,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	172,657	253,645	253,645	294,334	84,938	26,132	20,112
<b>Total Revenues</b>		<b>7,180,906</b>	<b>5,354,497</b>	<b>7,249,365</b>	<b>6,900,204</b>	<b>7,125,012</b>	<b>7,104,351</b>	<b>7,240,744</b>	<b>7,434,540</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Tourism Development Building Administration	086065-552	78,152	-	-	-	-	-	-	-
Advertising	301-552	509,668	572,741	664,659	671,166	685,819	700,945	716,567	730,285
Marketing	302-552	792,063	965,865	1,270,000	1,270,000	1,370,000	1,220,000	1,220,000	1,220,000
Special Projects	303-552	1,894,423	1,809,232	2,650,465	2,661,828	2,731,846	2,804,992	2,882,766	3,019,130
1 Cent Expenses	304-552	320,819	600,000	700,000	700,000	700,000	700,000	700,000	700,000
MIS Automation - Tourism	305-552	3,250,000	-	-	-	-	-	-	-
Tourism - Risk	470-552	7,965	8,560	8,935	8,935	9,203	9,480	9,764	9,764
Indirect Costs - Tourism Development	495-552	5,485	6,432	6,666	6,666	6,733	6,800	6,868	6,937
Council on Culture & Arts (COCA)	499-552	276,000	238,000	274,000	274,000	288,000	302,000	317,000	333,000
Transfers	888-573	1,008,796	903,667	1,307,609	1,307,609	1,333,411	1,360,134	1,387,779	1,415,424
	950-581	440,000	250,000	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>8,583,371</b>	<b>5,354,497</b>	<b>6,882,334</b>	<b>6,900,204</b>	<b>7,125,012</b>	<b>7,104,351</b>	<b>7,240,744</b>	<b>7,434,540</b>
<b>Revenues Less Appropriations</b>		<b>(1,402,466)</b>	<b>-</b>	<b>367,031</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Notes:

The fiscal impact of COVID on Tourism was significant. Tourist Development Tax (TDT) revenue declined by 33% in FY 2020 after the onset of COVID restrictions in April 2020. With the removal of stay-at-home orders and the availability of vaccines, TDT collection began increasing in March 2021. At the June 8, 2021 meeting, the Board allocated \$750,000 in American Rescue Plan Act (ARPA) revenue loss replacement funding to Tourism for marketing and advertising activities.

Based on current activity the TDT forecast shows TDT revenue increasing by 48% in FY 2022. This increase will moderate in FY 2023 as tourism travel returns to normal levels of activity. This increase in revenue allows for a limited use of fund balance for one-time expenses related to marketing, planning, and hosting the Leon County/Tallahassee bicentennial celebration in FY 2024.

Other expenditure increases reflect a restoration of many of the COVID related budget reductions made in FY 2020 and FY 2021, including: advertising and marketing; more funding for the COCA cultural grant programs; and grants for Signature and Legacy Events. The FY 2023 budget also includes the addition of a Events & Grants Manager position to provide coordination and management of sponsorship opportunities, and a Graphics Web Design Lead position to ensure relevant and timely content for the Tourism website and social media applications.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 transferred annually to the General Fund (001).

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Pool Interest Allocation	361111	13	200	526	500	500	500	500	500
Other Interest Earnings	361390	13,741	11,800	9,579	9,100	6,200	3,600	1,000	600
Special Assessments	363000	91,597	88,600	96,211	91,400	86,900	89,400	16,300	16,700
<b>Total Revenues</b>		<b>105,351</b>	<b>100,600</b>	<b>106,316</b>	<b>101,000</b>	<b>93,600</b>	<b>93,500</b>	<b>17,800</b>	<b>17,800</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Tax Collector	513-586	1,904	5,200	4,959	4,959	4,550	4,449	942	942
Transfers	950-581	203,270	95,400	96,041	96,041	89,050	89,051	16,858	16,858
<b>Total Appropriations</b>		<b>205,174</b>	<b>100,600</b>	<b>101,000</b>	<b>101,000</b>	<b>93,600</b>	<b>93,500</b>	<b>17,800</b>	<b>17,800</b>
<b>Revenues Less Appropriations</b>		<b>(99,823)</b>	<b>-</b>	<b>5,316</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund will continue 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 2023 TENTATIVE 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 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	2,178	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	230,239	237,500	250,000	237,500	237,500	237,500	237,500	237,500
<b>Total Revenues</b>		232,417	237,500	250,000	237,500	237,500	237,500	237,500	237,500
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Tax Collector	513-586	4,562	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killearn Lakes Units I and II	838-535	225,676	232,500	232,500	232,500	232,500	232,500	232,500	232,500
<b>Total Appropriations</b>		230,238	237,500	237,500	237,500	237,500	237,500	237,500	237,500
<b>Revenues Less Appropriations</b>		2,178	-	12,500	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 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.

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Parking Facilities	344500	100,733	205,833	185,823	176,532	176,532	176,532	76,734	76,734
Pool Interest Allocation	361111	12,329	9,500	24,891	23,646	23,882	24,121	24,362	24,606
Net Incr(decr) In Fmv Of Investment	361300	3,840	-	-	-	-	-	-	-
Rents And Royalties	362000	1,605,255	1,004,169	685,707	651,422	718,758	334,657	334,657	334,657
Appropriated Fund Balance	399900	-	-	169,634	169,634	128,239	-	-	-
<b>Total Revenues</b>		<b>1,722,157</b>	<b>1,219,502</b>	<b>1,066,055</b>	<b>1,021,234</b>	<b>1,047,411</b>	<b>535,310</b>	<b>435,753</b>	<b>435,997</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
County Government Annex	086025-519	308,341	250,000	150,000	150,000	150,000	150,000	150,000	-
County Government Annex	154-519	477,988	626,229	596,401	597,295	615,019	634,370	653,399	671,138
County Government Annex - Risk	495-519	39,608	36,349	41,702	41,702	41,708	41,713	41,719	41,725
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	283,040	255,550	208,237	208,237	215,684	-	-	-
Budgeted Reserves - BOA Building (Operating)	990-599	-	27,374	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>1,132,977</b>	<b>1,219,502</b>	<b>1,020,340</b>	<b>1,021,234</b>	<b>1,047,411</b>	<b>851,083</b>	<b>871,118</b>	<b>739,863</b>
<b>Revenues Less Appropriations</b>		<b>589,180</b>	<b>-</b>	<b>45,715</b>	<b>-</b>	<b>-</b>	<b>(315,773)</b>	<b>(435,365)</b>	<b>(303,866)</b>

Notes:

Funding is allocated for general building maintenance and repairs including renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Specific project details are located in the Capital Improvements Project Section. In addition, FY 2023 and outyear transfers reflect utility payments to the General Fund (001).

The decline in lease revenue is due to the programmed expiration of leases, which may or may not be extended or renegotiated. Revenue is only contemplated when a lease is active. FY 2023 and FY 2024 reflect the use of accumulated fund balance to support expenditures. The fund balance is projected to be depleted in FY 2024. If lease activity does not increase expenditure reductions and/or general revenue support may be needed starting in FY 2025.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to account for the maintenance of the Huntington Oaks Plaza purchased by the County in FY 2010 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 and are used for maintaining the property.

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	2,653	-	-	-	-	-	-	-
Rents And Royalties	362000	239,744	290,339	337,300	320,435	299,440	194,085	109,915	66,690
<b>Total Revenues</b>		<b>242,397</b>	<b>290,339</b>	<b>337,300</b>	<b>320,435</b>	<b>299,440</b>	<b>194,085</b>	<b>109,915</b>	<b>66,690</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Huntington Oaks Plaza Bldg Improvement	083002-519	67,868	-	77,000	77,000	47,800	-	-	-
Huntington Oaks Plaza Operating	155-519	34,891	105,852	106,699	106,699	111,567	113,564	115,614	117,713
Huntington Oaks - Risk	495-519	12,456	11,396	13,093	13,093	13,093	13,093	13,093	13,093
Indirect Costs - Huntington Oaks Plaza	499-519	10,000	10,000	12,000	12,000	12,000	13,000	13,000	14,000
Transfers Huntington Oaks Plaza	950-581	123,460	114,630	111,643	111,643	114,980	54,428	121,975	125,634
Budgeted Reserves - Huntington Oaks	990-599	-	48,461	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>248,675</b>	<b>290,339</b>	<b>320,435</b>	<b>320,435</b>	<b>299,440</b>	<b>194,085</b>	<b>263,682</b>	<b>270,440</b>
<b>Revenues Less Appropriations</b>		<b>(6,278)</b>	<b>-</b>	<b>16,865</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(153,767)</b>	<b>(203,750)</b>

Notes:

FY 2023 through FY 2025 reflects a steady level of anticipated rents. The expenditure transfers are utility payments to the General Fund (001) for building utilities.

The decline in outyear lease revenue is due to programmed expiration of leases, which may or may not be extended or renegotiated. Revenue is only contemplated when a lease is active. If lease activity does not increase expenditure reductions and/or general revenue support may be needed starting in FY 2026.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfer From Fund 126	381126	3,268,180	3,270,062	3,271,593	3,271,593	3,269,753	3,270,583	-	-
<b>Total Revenues</b>		3,268,180	3,270,062	3,271,593	3,271,593	3,269,753	3,270,583	-	-
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
2014 Debt Series	979-582	3,268,180	3,270,062	3,271,593	3,271,593	3,269,753	3,270,583	-	-
<b>Total Appropriations</b>		3,268,180	3,270,062	3,271,593	3,271,593	3,269,753	3,270,583	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Bond Series 2020-Capital Equipment Financing (223)

Fund Type: Debt Service

The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office.

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
COT Capital	337304	130,000	130,000	130,000	130,000	130,000	130,000	35,890	-
Reimbursement									
Transfer From Fund	381126	131,757	127,731	127,689	127,689	127,645	127,601	35,891	-
126									
<b>Total Revenues</b>		261,757	257,731	257,689	257,689	257,645	257,601	71,781	-
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Bond Series 2020	000-000	(21,450)	-	-	-	-	-	-	-
Bond Series 2020	979-582	261,757	257,731	257,689	257,689	257,645	257,601	71,781	-
<b>Total Appropriations</b>		240,307	257,731	257,689	257,689	257,645	257,601	71,781	-
<b>Revenues Less Appropriations</b>		21,449	-	-	-	-	-	-	-

Notes:

The Bond Series 2020 Capital Equipment Financing Fund was established in FY 2020 to pay the debt service payment for a new Sheriff helicopter over a six-year term. Funding for the repayment of the debt service is split evenly between the County and the City of Tallahassee. The County bills the City for their half of the debt service payment.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Supervisor of Elections Building (224)

Fund Type: Debt Service

The Bond Series 2021 Fund is a debt service fund for the Supervisor of Elections Voting Operations Center Building. The purchase and building improvements was made from loan proceeds to be paid back over 15 years. The repayment of the loan is established in a debt service fund beginning in FY 2022 to coincide with the first debt service payment due on December 1, 2021.

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfer From Fund 126	381126	-	354,083	419,905	419,905	418,893	417,788	421,590	420,208
<b>Total Revenues</b>		-	354,083	419,905	419,905	418,893	417,788	421,590	420,208
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Bond Series 2021	979-582	-	354,083	419,905	419,905	418,893	417,788	421,590	420,208
<b>Total Appropriations</b>		-	354,083	419,905	419,905	418,893	417,788	421,590	420,208
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Notes:

The Bond Series 2021 Supervisor of Elections Building Fund was established during the FY 2022 budget to account for the debt service payment for the purchase and renovations of the Supervisor or Elections' Voter Operations Center Building.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» ESCO Lease (225)

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 Savings Group (ESG). This lease was entered into to fund upgrades and replacements of critical building infrastructure at County facilities, including the Detention Center, Courthouse and Sheriff's Administration building relating to the County's Energy Performance Contract. These energy efficiency improvements will offset the cost of the lease. Energy Savings Group will pay any balance on the lease not offset by these energy cost savings.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfer From Fund 001	381001	-	660,414	680,226	680,226	700,633	721,652	743,302	765,601
Transfer From Fund 126	381126	200,167	542,050	575,421	575,421	557,404	533,467	513,590	492,713
Debt Proceeds	384100	21,450	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>221,617</b>	<b>1,202,464</b>	<b>1,255,647</b>	<b>1,255,647</b>	<b>1,258,037</b>	<b>1,255,119</b>	<b>1,256,892</b>	<b>1,258,314</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
ESCO Lease	000-000	21,450	-	-	-	-	-	-	-
ESCO Lease	977-582	200,167	1,202,464	1,255,647	1,255,647	1,258,037	1,255,119	1,256,892	1,258,314
<b>Total Appropriations</b>		<b>221,617</b>	<b>1,202,464</b>	<b>1,255,647</b>	<b>1,255,647</b>	<b>1,258,037</b>	<b>1,255,119</b>	<b>1,256,892</b>	<b>1,258,314</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The ESCO Lease fund (225) was established during the FY 2022 Budget to account for the debt service related to the County's Energy Performance Contract with Energy Savings Group (ESG). The savings generated from this contract for FY 2023 is reflected in the Facilities Management and Facilities Detention Center operating budgets in the General Fund (001).

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» 800 MHz Radios (226)

Fund Type: Debt Service

The 800 MHz Radios Fund is a debt service fund established to account for the debt service associated with the replacement of the County's 800 MHz radios. The loan will be paid back over seven years.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfer From Fund	381126	-	-	510,688	510,688	512,862	511,734	510,542	509,286
<b>Total Revenues</b>		-	-	510,688	510,688	512,862	511,734	510,542	509,286
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
800 MHz Radios	949-582	-	-		510,688	512,862	511,734	510,542	509,286
<b>Total Appropriations</b>		-	-		510,688	512,862	511,734	510,542	509,286
<b>Revenues Less Appropriations</b>		-	-	510,688	-	-	-	-	-

Notes:

The 800 MHz Fund was established during the FY 2023 budget to account for the debt service related to the County's purchase of replacement radios for the Leon County Sheriff's Office, Emergency Medical Services (EMS), Animal Control and the Volunteer Fire Departments.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	226,447	75,566	154,055	146,352	147,701	149,063	150,439	151,829
Net Incr(decr) In Fmv Of Investment	361300	(332,215)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,632,218	3,609,520	7,147,360	7,147,360	8,000,000	9,000,000	11,341,543	12,958,135
Transfer From Fund 120	381120	471,000	37,500	-	-	-	-	-	-
Transfer From Fund 137	381137	3,950,000	-	318,090	318,090	-	-	-	-
Transfer From Fund 140	381140	1,622,669	1,390,480	1,032,222	1,032,222	915,124	929,198	987,121	1,122,553
Transfer From Fund 160	381160	440,000	250,000	-	-	-	-	-	-
Transfer From Fund 162	381162	95,000	-	-	-	-	-	-	-
Transfer From Fund 352	381352	2,125,000	2,125,000	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	-	-	6,478,481	6,467,855	3,015,308	-
ARP Appropriated Fund Balance	399902	-	3,600,000	-	-	-	-	-	-
<b>Total Revenues</b>		<b>13,230,119</b>	<b>11,088,066</b>	<b>8,651,727</b>	<b>8,644,024</b>	<b>15,541,306</b>	<b>16,546,116</b>	<b>15,494,411</b>	<b>14,232,517</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
General Vehicle & Equipment Replacement	026003-519	49,448	562,000	-	-	1,021,000	1,040,000	1,054,000	1,008,000
Stormwater Vehicle & Equipment Replacement	026004-538	144,148	468,000	-	-	925,000	1,174,000	1,200,000	1,050,000
Fleet Management Shop Equipment	026010-519	-	36,500	46,000	46,000	18,700	46,500	38,700	-
General Government New Vehicle Requests	026018-519	16,160	155,999	37,500	-	-	-	-	-
Apalachee Regional Park	045001-572	2,312,597	250,000	100,000	100,000	500,000	500,000	500,000	-
Parks Capital Maintenance	046001-572	176,999	350,000	425,000	425,000	635,000	840,000	755,000	265,000
Playground Equipment Replacement	046006-572	-	190,000	611,000	611,000	250,000	200,000	250,000	220,000
New Vehicles and Equipment for Parks/Greenways	046007-572	15,815	265,986	-	-	55,000	-	-	-
Greenways Capital Maintenance	046009-572	762,628	250,000	300,000	300,000	300,000	650,000	300,000	300,000
Dog Parks - Unincorporated Area	046013-572	-	-	-	-	-	50,000	-	-
Chaires Park	046014-572	1,883,210	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	3,455	448,500	-	-	-	-	-	-
N. Florida Fairgrounds Milling and Resurfacing	051009-541	-	-	-	-	220,000	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Stormwater and Transportation Improvements	056010-541	11,637	-	-	-	-	-	-	-
2/3rds Tower Oaks Private Road Paving	057917-541	1,812	-	-	-	-	-	-	-
Lake Henrietta Renovation	061001-538	-	240,000	400,000	400,000	-	-	-	-
Woodville Sewer Project	062003-535	199,995	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	932,568	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	1,500	-	-	-	-	-	-	-
Lexington Pond - Ford's Arm	063005-538	-	-	-	-	200,000	600,000	-	-
Stormwater Pond Repairs	066026-538	68,216	200,000	460,000	460,000	400,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	24,012	-	-	-	-	-	-	-
Financial Hardware and Software	076001-519	46,568	25,000	64,000	64,000	44,570	45,157	45,762	46,385
Supervisor of Elections Technology	076005-519	90,504	50,000	50,000	50,000	50,000	50,000	50,000	50,000
County Compute Infrastructure	076008-519	414,184	550,000	550,000	550,000	550,000	550,000	550,000	250,000
Geographic Information Systems	076009-539	288,920	337,000	337,000	337,000	356,000	356,000	350,000	350,000
Library Services Technology	076011-571	150,000	287,030	318,030	318,030	350,030	255,030	95,000	85,000
Permit & Enforcement Tracking System	076015-537	257,480	50,000	336,000	336,000	281,800	295,890	310,685	325,669
Technology In Chambers	076022-519	-	-	122,400	122,400	122,760	123,131	123,513	123,906
Courtroom Technology	076023-519	124,821	-	131,320	131,320	131,320	131,320	131,320	131,320
User Computer Upgrades	076024-519	81,492	160,000	100,000	100,000	300,000	600,000	600,000	600,000
Mobile Devices	076042-519	41,573	30,450	90,914	90,914	91,391	91,883	92,389	92,911
State Attorney Technology	076047-519	122,002	158,215	138,860	138,860	138,715	138,715	138,715	138,715
Public Defender Technology	076051-519	69,487	110,500	95,500	95,500	95,500	95,500	95,500	95,500
Geographic Information Systems Incremental Basemap Update	076060-539	344,000	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	-	-	205,000	205,000	135,000	137,550	140,177	142,882
E-Filing System for Court Documents	076063-519	7,314	-	125,000	125,000	125,000	125,000	125,000	125,000
Justice Information System (JIS) Upgrade	076065-519	-	50,000	50,000	50,000	1,000,000	1,000,000	1,000,000	1,000,000
Large Application Upgrades	076066-519	-	100,000	50,000	50,000	110,000	115,000	120,000	125,000
Remote Server Center (RSC) Improvements	076067-519	-	140,000	25,750	25,750	26,253	27,318	-	-
Pavement Management System	076068-541	-	28,000	-	-	-	-	-	-
Courtroom Minor Renovations	086007-519	7,393	60,000	60,000	60,000	60,000	60,000	60,000	60,000

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Architectural & Engineering Services	086011-519	33,034	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	22,223	80,000	35,000	35,000	35,000	35,000	35,000	35,000
Common Area Furnishings	086017-519	8,528	30,000	55,000	55,000	55,000	55,000	55,000	55,000
Courthouse Renovations	086027-519	67,622	108,000	130,000	130,000	40,000	40,000	40,000	40,000
Sheriff Facilities Capital Maintenance	086031-523	2,675,074	2,092,000	-	-	3,216,950	3,420,460	2,659,964	1,819,464
Medical Examiner Facility	086067-527	-	-	60,000	60,000	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	284,359	568,386	997,190	997,190	86,817	565,362	100,000	100,000
Building Mechanical Repairs and Replacements	086077-519	316,134	693,000	536,000	536,000	741,000	791,000	741,000	1,015,932
Building Infrastructure Improvements	086078-519	134,321	530,000	438,060	438,060	900,000	547,800	1,537,800	1,703,333
Building General Maintenance and Renovations	086079-519	212,002	475,000	425,000	425,000	745,000	645,000	1,091,386	1,770,000
Sheriff Training Facility	086080-523	422	-	-	-	-	-	-	-
Solar Arrays on County Buildings	086081-519	69,968	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Essential Libraries Initiative	086085-571	-	400,000	-	-	300,000	300,000	300,000	300,000
Serenity Cemetery Expansion	091002-519	-	-	-	-	190,000	190,000	-	-
Public Safety Complex	096016-529	-	150,000	330,000	330,000	330,000	150,000	300,000	300,000
Voting Equipment Replacement	096028-513	-	-	-	37,500	-	-	-	-
<b>Total Appropriations</b>		<b>12,473,625</b>	<b>11,088,066</b>	<b>8,644,024</b>	<b>8,644,024</b>	<b>15,541,306</b>	<b>16,546,116</b>	<b>15,494,411</b>	<b>14,232,517</b>
<b>Revenues Less Appropriations</b>		<b>756,494</b>	<b>-</b>	<b>7,703</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

The FY 2023 – FY 2027 Capital Improvement Plan is primarily focused on maintaining the County’s infrastructure of buildings, roads, stormwater system, parks, information technology and fleet. In FY 2021, as part of the budget balancing strategies implemented in response to revenue losses associated with the COVID-19 pandemic, capital improvement projects were reduced or deferred. This allowed for the reduction in the general revenue transfer to the Capital Improvement Fund (305) from \$7.3 million in FY 2020 to \$5.0 million in FY 2021 and FY 2022. The general revenue transfer in FY 2023 increased to \$8.18 million. Outyears reflect revenues returning to normal growth and the general revenue transfer increasing to \$13 million by FY 2027.

The FY 2023 general capital improvement program is \$8.64 million. In FY 2021 Leon County received \$57.02 million in America Recovery Plan Act (ARPA) funding which allowed for local governments to use of a portion on revenue loss recovery. \$3.6 million of this funding was allocated to the Capital Fund for FY 2022 and another \$6.16 million in FY 2023. Without the ARPA funding, reductions to the capital program would have occurred.

To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$5.84 million in ARPA funding was appropriated in FY 2022. This funding will support the purchase of County vehicles and heavy equipment (\$1.22 million), Sheriff Facilities improvements (\$3.62 million), and the Essential Libraries Strategic Initiative (\$1.0 million). The Essential Library Initiative is a process of re-envisioning the Leon County Public Library System to address the changing needs of residents and trends in library use. These funds are for space improvements to the Main Library.

For FY 2023, funding of \$2.4 million is allocated for building infrastructure, roofs, and maintenance repairs and \$1.12 million for parks capital maintenance and improvements. Additionally, the County was approved for a federal FY 2022 appropriation of \$1.6 million for the Lake Henrietta stormwater improvement project. The FY 2023 budget includes \$400,000 for the County's local match.

Fiscal Years FY 2024 - 2026 shows the appropriation of reserves to assist in balancing the budget for each year. These fund balances are in anticipation of moving available general revenue reserves to capital to fund one-time capital projects. A plan for the use of these reserves will be presented as part of the FY 2024 budget process.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	85,742	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(122,153)	-	-	-	-	-	-	-
Transfer From Fund 106	381106	3,396,700	2,016,170	2,843,222	2,843,222	2,800,000	2,800,000	3,944,548	3,997,893
Transfer From Fund 137	381137	2,700,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	440,450	-	-	2,453,930	1,183,963	-	-
<b>Total Revenues</b>		<b>6,060,289</b>	<b>2,456,620</b>	<b>2,843,222</b>	<b>2,843,222</b>	<b>5,253,930</b>	<b>3,983,963</b>	<b>3,944,548</b>	<b>3,997,893</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Public Works Vehicle & Equipment Replacement	026005-541	43,283	601,000	-	-	1,723,000	1,467,000	1,295,000	1,415,000
Arterial & Collector Roads Pavement Markings	026015-541	-	160,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	-	-	101,340	101,340	62,840	-	-	-
Baum Road Drainage Improvement	054011-541	25,046	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	-	-	-	-	50,000	-	100,000	-
Stormwater and Transportation Improvements	056010-541	2,634,086	-	-	-	-	-	-	-
Public Works Design and Engineering Services	056011-541	24,976	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	191,679	1,295,420	1,418,682	1,418,682	1,449,890	1,481,763	1,514,348	1,547,693
Intersection & Safety Improvements	057001-541	6,800	-	-	-	-	-	-	-
Maylor Road Stormwater Improvements	065005-538	501,745	-	-	-	-	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-538	-	300,000	1,088,000	1,088,000	1,733,000	800,000	800,000	800,000
<b>Total Appropriations</b>		<b>3,427,615</b>	<b>2,456,620</b>	<b>2,843,222</b>	<b>2,843,222</b>	<b>5,253,930</b>	<b>3,983,963</b>	<b>3,944,548</b>	<b>3,997,893</b>
<b>Revenues Less Appropriations</b>		<b>2,632,674</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### Notes:

When originally approved for collection beginning January 2014, the second local option gas tax was split 50/50 for sidewalk projects and general transportation maintenance. In FY 2019, this gas tax was approved for reallocation to stormwater projects for two years (FY 2020 and FY 2021) to fix chronic flooding problems on county roads. However, in the FY 2021 budget, due to COVID and subsequent budget balancing strategies for FY 2021, sidewalk funding was suspended, and transportation and stormwater funding were reduced with sidewalk funding being budgeted solely from Sales Tax Extension (352) funds. The second local option gas tax returned to being split 50/50 between sidewalks and transportation maintenance projects in FY 2022.

In FY 2021, Leon County received \$57.02 million in America Recovery Plan Act (ARPA) funding which allowed for local governments to use of a portion on revenue loss recovery. As part of the FY 2022 budget process, the Board allocated \$2.7 million of this funding to the Transportation Capital Fund in FY 2021 for critical road/flood projects delayed because of the pandemic including: Baum Road; Ben Boulevard; the Miccosukee Road bridge replacement; and Maylor Road.

Due to national supply shortages, during the FY 2023 budget process the Board appropriated \$1.08 million in Transportation Capital fund balance in FY 2022 for Public Works vehicle and equipment replacements.

For FY 2023, the transfer to the Transportation Capital increased by \$827,052 to support critical stormwater preventative maintenance projects.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	40,588	-	51,120	48,564	49,050	49,540	50,036	50,536
Net Incr(decr) In Fmv Of Investment	361300	(60,339)	-	-	-	-	-	-	-
<b>Total Revenues</b>		(19,751)	-	51,120	48,564	49,050	49,540	50,036	50,536
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Intersection & Safety Improvements	057001-541	134,727	-	-	-	-	-	-	-
Sheriff Facilities Capital Maintenance	086031-523	66,670	-	48,564	48,564	49,050	49,540	50,036	50,536
<b>Total Appropriations</b>		201,397	-	48,564	48,564	49,050	49,540	50,036	50,536
<b>Revenues Less Appropriations</b>		(221,148)	-	2,556	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. In FY 2020, two new funds (351 and 352) were established for the new sales tax extension that went into affect on January 1, 2020. Previous projects assigned to this fund were moved to Fund 351. This fund is still open due to the accumulated funds in the intersection and safety improvement project to support the reconstruction of the Blair Stone Road and Old St. Augustine intersection. The project is proceeding with design and right of way acquisition.

Additionally, current interest accrued in the fund is being allocated to support critical maintenance needs at the Sheriff Facilities.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
BP2000 JPA Revenue	343916	387,746	-	-	-	-	-	-	-
Pool Interest Allocation	361111	18,603	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,444	-	-	-	-	-	-	-
<b>Total Revenues</b>		410,793	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Fred George Park	043007-572	2,496	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	71,384	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	99,296	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	421,844	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	385,801	-	-	-	-	-	-	-
Killearn Acres Flood Mitigation	064001-538	2,900	-	-	-	-	-	-	-
<b>Total Appropriations</b>		983,721	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(572,927)	-	-	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired 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 and 352) were established for the new sales tax revenue beginning in FY 2020 to account for the projects that were programmed in this fund. This fund remains open for expenditures related to the Lexington Pond Retrofit project.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Pool Interest Allocation	361111	40,466	31,255	53,831	51,139	51,650	52,166	52,688	53,215
Net Incr(decr) In Fmv Of Investment	361300	(58,599)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	33,446	33,446	12,536	5,685	5,855	6,033
<b>Total Revenues</b>		(18,133)	31,255	87,277	84,585	64,186	57,851	58,543	59,248
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Transfers	950-581	-	-	79,226	84,585	64,186	43,225	20,688	6,033
911 Capital Projects	990-599	-	31,255	-	-	-	14,626	37,855	53,215
<b>Total Appropriations</b>		-	31,255	79,226	84,585	64,186	57,851	58,543	59,248
<b>Revenues Less Appropriations</b>		(18,133)	-	8,051	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 130). FY 2023 and outyear transfers reflect support for operating expenses for the E-911 System. Funds not utilized for operating the E 9-1-1 System are transferred at fiscal year end to the capital fund for future expenditure on capital upgrades.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

On 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 Livable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% is split evenly between the County and the City. The County's 10% share, accounted for in this 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
1 Cent Sales Tax	312600	5,072,567	4,354,800	5,464,000	5,190,800	5,346,600	5,507,150	5,671,500	5,842,500
Pool Interest Allocation	361111	32,681	-	22,000	20,900	21,109	21,320	21,533	21,749
Net Incr(decr) In Fmv Of Investment	361300	(15,919)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>5,089,330</b>	<b>4,354,800</b>	<b>5,486,000</b>	<b>5,211,700</b>	<b>5,367,709</b>	<b>5,528,470</b>	<b>5,693,033</b>	<b>5,864,249</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Open Graded Cold Mix Main/Resurfacing	026006-541	64,671	75,000	161,632	161,632	159,968	215,605	215,605	215,605
DOT Old Bainbridge Road @ CC NW	053011-541	-	-	701,500	701,500	-	-	-	-
Arterial/Collect/Local Road Resurfacing	056001-541	1,702,336	4,279,800	4,348,568	4,348,568	5,007,741	5,062,865	5,227,428	5,398,644
Intersection and Safety Improvement	057001-541	-	-	-	-	200,000	250,000	250,000	250,000
<b>Total Appropriations</b>		<b>1,767,007</b>	<b>4,354,800</b>	<b>5,211,700</b>	<b>5,211,700</b>	<b>5,367,709</b>	<b>5,528,470</b>	<b>5,693,033</b>	<b>5,864,249</b>
<b>Revenues Less Appropriations</b>		<b>3,322,323</b>	<b>-</b>	<b>274,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund was established to account for the County's 10% share of the sales tax extension starting January 1, 2020. The first year of collections was affected by COVID and the associated drop in consumer spending starting in March 2020. The FY 2023 revenue estimates reflect sales tax collections growing from FY 2021 and FY 2022 as the economy continues to rebound and consumer spending increases. Outyear projections reflect slower economic growth as consumer spending returns to more normal levels.

The 10% share supports the County's annual road resurfacing, OCGM maintenance and intersection/safety capital projects.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
LIFE Revenue	312601	1,006,564	1,004,942	1,092,800	1,038,160	1,069,320	1,101,430	1,134,300	1,168,500
BP2000 JPA Revenue	343916	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000
Pool Interest Allocation	361111	3,071	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(21,565)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>4,863,070</b>	<b>4,879,942</b>	<b>4,967,800</b>	<b>4,913,160</b>	<b>4,944,320</b>	<b>4,976,430</b>	<b>5,009,300</b>	<b>5,043,500</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Sidewalk Program	056013-541	-	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
BluePrint 2020 Water Quality and Stormwater	067003-538	-	-	2,125,000	2,125,000	2,125,000	2,125,000	2,125,000	2,125,000
L.I.F.E. Rural Road Safety Stabilization	091003-541	91,331	100,000	100,000	100,000	100,000	100,000	100,000	100,000
L.I.F.E. Miccosukee Sense of Place	091004-519	37,678	197,630	338,053	338,053	259,320	361,061	349,300	383,500
L.I.F.E. Street Lighting	091005-541	64,553	125,000	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
L.I.F.E. Boat Landing Enhancements & Upgrades	091007-572	40,272	80,000	185,000	185,000	185,000	185,000	185,000	185,000
L.I.F.E. Stormwater and Flood Relief	091009-538	-	-	290,107	290,107	275,000	205,369	125,000	125,000
L.I.F.E. Recreational Amenities	091010-572	-	502,312	-	-	125,000	125,000	125,000	125,000
Transfers	950-581	2,625,000	2,625,000	500,000	500,000	500,000	500,000	500,000	500,000
<b>Total Appropriations</b>		<b>2,858,834</b>	<b>4,879,942</b>	<b>4,913,160</b>	<b>4,913,160</b>	<b>4,944,320</b>	<b>4,976,430</b>	<b>5,009,300</b>	<b>5,043,500</b>
<b>Revenues Less Appropriations</b>		<b>2,004,236</b>	<b>-</b>	<b>54,640</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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 to account for the 2% sales tax share dedicated to the L.I.F.E. program, and the County's share of the Blueprint JPA revenue.

For FY 2023, Sales Tax Extension revenue estimates show a rebound from the reduction in FY 2021 and FY 2022 due to the impacts the COVID pandemic had on consumer spending. As consumer spending returns to more normal levels, outyear projections reflect slower economic growth. The Blueprint JPA revenue is consistent in FY 2023 and the outyears since this is a lump sum payment from Blueprint specified in the interlocal agreement.

Sales Tax Extension projects in FY 2023 include the Sidewalk program, Water Quality and Stormwater improvements, and L.I.F.E. projects (Rural Road and Safety improvements, Miccosukee Sense of Place, Street Lighting, Boat Landing, and Stormwater and Flood Relief). In addition, the \$500,000 transfer to the Municipal Services Fund (Fund 140) will assist in funding the maintenance of parks constructed with previous local infrastructure sales tax dollars.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Solid Waste	313700	332,130	302,673	334,500	317,775	333,664	350,347	367,864	386,257
Waste Disposal Special Assessment	319150	1,550,463	1,536,150	1,611,892	1,531,297	1,607,862	1,688,255	1,772,668	1,861,302
Delinquent Assessments 2013	319213	127	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	275	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	350	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	575	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	1,336	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	2,096	-	-	-	-	-	-	-
Delinquent Assessments	319219	3,124	7,257	-	-	-	-	-	-
Operating Income - Class I	343410	8,057	-	-	-	-	-	-	-
Transfer Station Receipts	343411	8,848,854	8,444,461	9,480,972	9,006,923	9,277,131	9,555,445	9,842,108	10,137,372
Marpan Administrative Fee	343412	-	10,439	1,000	950	979	1,008	1,038	1,069
Marpan Class III Residuals	343413	1,203,087	1,222,079	1,343,500	1,276,325	1,314,615	1,354,053	1,394,675	1,436,515
Operating Income - Tires	343415	34,534	55,211	79,500	75,525	77,035	78,576	80,148	81,751
Operating Income - Electronics	343416	-	4,000	2,000	1,900	1,920	1,938	1,958	1,978
Operating Income - Yard Trash Clean	343417	82,571	150,686	78,151	74,243	75,727	77,242	78,787	80,362
Operating Income - Yard Trash	343418	34,521	41,989	57,000	54,150	55,774	57,448	59,171	60,946
Operating Income - Landfill Yard Trash Bagged	343420	881	227	451	428	440	454	467	481
Resource Recovery (metals, etc)	343451	(354,246)	-	-	-	-	-	-	-
Hazardous Waste	343453	53,306	49,776	52,300	49,685	51,176	52,711	54,292	55,921
Recycling Promotional Services	343461	3,925	31,858	33,535	31,858	31,858	31,858	31,858	31,858
Interest Income - Investment	361110	25,301	-	-	-	-	-	-	-
Pool Interest Allocation	361111	44,244	60,743	144,320	137,104	138,475	139,860	141,258	142,671
Net Incr(decr) In Fmv Of Investment	361300	(31,095)	-	-	-	-	-	-	-
Rents And Royalties	362000	49,565	12,381	13,000	12,350	12,535	12,723	12,914	13,108
Equipment Buyback	364100	-	110,200	110,000	104,500	105,545	106,600	107,666	107,666
Gain (Loss) On Sale Of Equipment	364600	(119,477)	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	-	21,375	31,100	29,545	29,840	30,139	30,440	30,745
Transfer From Fund 001	381001	1,114,743	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Solid Waste (401)

Revenue Sources	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Transfer From Fund 126	381126	2,551,558	1,652,329	1,813,555	1,813,555	2,378,209	1,693,522	1,589,556	1,561,833
<b>Total Revenues</b>		<b>15,440,807</b>	<b>13,713,834</b>	<b>15,186,774</b>	<b>14,518,113</b>	<b>15,492,785</b>	<b>15,232,179</b>	<b>15,566,868</b>	<b>15,991,835</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Landfill Improvements	036002-534	28,175	-	-	-	300,000	-	-	-
Solid Waste Facility	036003-534	-	-	42,500	42,500	155,000	275,000	270,000	421,000
Heavy Equip. & Vehicle Replacement									
Transfer Station Heavy Equip Replacement	036010-534	432,705	165,000	500,000	500,000	620,000	205,000	460,000	400,000
HHW Collection Center	036019-534	3,617	-	-	-	-	-	150,000	80,000
Transfer Station Improvements	036023-534	555,486	427,511	150,852	150,852	150,852	150,852	150,852	150,852
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	-	-	214,000	214,000	270,000	305,000	15,000	110,000
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	34,500	-	-	60,000	70,000	-	-
Capital Landfill Closure	036043-534	8,500	-	-	-	-	-	-	-
Yard Waste	416-534	223,494	236,150	342,532	343,776	348,570	353,516	357,079	367,016
Rural Waste Service Centers	437-534	651,181	757,217	774,832	783,563	802,308	821,730	841,840	862,679
Transfer Station Operations	441-534	9,195,654	9,901,735	10,235,179	10,248,230	10,497,186	10,706,019	10,919,618	11,138,110
Solid Waste Management Facility	442-534	500,554	573,699	560,006	562,741	572,671	582,955	593,609	604,647
Hazardous Waste	443-534	748,098	823,934	845,924	848,607	870,149	892,790	916,221	940,482
MIS Automation - Solid Waste Fund	470-534	27,770	28,370	25,050	25,050	25,050	25,050	25,050	25,050
Solid Waste - Risk	495-534	20,057	21,434	23,606	23,606	23,757	23,909	24,062	24,217
Indirect Costs - Solid Waste	499-534	577,000	611,000	670,000	670,000	690,000	711,000	732,000	754,000
Tax Collector	513-586	31,153	35,644	36,713	36,713	36,713	36,713	36,713	36,713
Transfers	950-581	65,670	97,640	68,475	68,475	70,529	72,645	74,824	77,069
<b>Total Appropriations</b>		<b>13,069,114</b>	<b>13,713,834</b>	<b>14,489,669</b>	<b>14,518,113</b>	<b>15,492,785</b>	<b>15,232,179</b>	<b>15,566,868</b>	<b>15,991,835</b>
<b>Revenues Less Appropriations</b>		<b>2,371,693</b>	<b>-</b>	<b>697,105</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

The Solid Waste fund is an enterprise fund and is supported by a non-ad valorem assessment and tipping fees collected at the Transfer Station. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that reallocates \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases.

The plan allowed for the elimination of the rural waste center collection fees and avoids the need to raise the non-ad valorem assessment. For FY 2021, the plan called for the reallocation of \$1.11 million in debt service savings to the solid waste fund to support the Rural Waste Service Centers and the recycling contract. For FY 2023, the general revenue transfer increased from \$1.65 million in FY 2022 to \$1.81 million and continues to support recycling, and the rural waste collection centers.

FY 2023 capital funding is included for Solid Waste Facility, Transfer Station and Rural Waste Heavy Equipment Replacements and Transfer Station Improvements.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Pool Interest Allocation	361111	61,168	17,100	28,912	27,466	23,040	23,048	23,073	23,098
Net Incr(decr) In Fmv Of Investment	361300	(94,675)	-	-	-	-	-	-	-
Transfer From Fund 145	381145	46,100	48,900	49,800	49,800	50,298	50,801	51,309	51,822
Vehicle Insurance	396100	366,355	431,092	475,117	475,117	479,869	484,667	489,514	494,409
General Liability	396200	555,428	640,295	672,313	672,313	679,036	685,826	692,684	699,611
Aviation Insurance	396300	-	68,100	86,100	86,100	86,961	87,831	88,709	89,596
Property Insurance	396400	698,054	730,203	839,415	839,415	847,809	856,287	864,850	873,499
Workers Compensation Insurance	396600	2,266,084	2,920,131	3,522,823	3,522,823	3,558,089	3,593,708	3,629,687	3,666,025
<b>Total Revenues</b>		<b>3,898,514</b>	<b>4,855,821</b>	<b>5,674,480</b>	<b>5,673,034</b>	<b>5,725,102</b>	<b>5,782,168</b>	<b>5,839,826</b>	<b>5,898,060</b>
Appropriations by Department/Division	Acct #	Actual FY 2021	Adopted FY 2022	Requested FY 2023	Budget FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027
Risk Management	132-513	191,316	200,566	219,384	221,273	225,335	229,549	233,926	238,469
MIS Automation-Risk Fund	470-513	245	205	205	205	205	205	205	205
Enterprise Fund Fixed Asset Allocation	494-596	467,693	-	-	-	-	-	-	-
Insurance Service - Risk	495-596	-	536	556	556	562	567	573	579
Indirect Costs - Insurance Service	499-596	31,000	34,000	36,000	36,000	37,000	38,000	39,000	41,000
Workers' Comp Risk Management	821-596	4,046,432	4,617,064	5,415,000	5,415,000	5,462,000	5,513,847	5,566,122	5,617,807
Budgeted Reserves - Insurance Service	990-599	-	3,450	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>4,736,686</b>	<b>4,855,821</b>	<b>5,671,145</b>	<b>5,673,034</b>	<b>5,725,102</b>	<b>5,782,168</b>	<b>5,839,826</b>	<b>5,898,060</b>
<b>Revenues Less Appropriations</b>		<b>(838,172)</b>	<b>-</b>	<b>3,335</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2023 insurance budget reflects an increase to properly fund the County's liability for self-insurance for workers' compensation claims.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 communications 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Pool Interest Allocation	361111	3	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	10,441	-	-	-	-	-	-	-
Departmental Billings	394000	1,155,791	920,306	921,197	921,197	942,643	964,672	987,303	1,010,545
Departmental Billings - MIS Automation	394200	-	560,835	598,052	598,052	604,033	610,073	616,173	622,335
<b>Total Revenues</b>		<b>1,166,235</b>	<b>1,481,141</b>	<b>1,519,249</b>	<b>1,519,249</b>	<b>1,546,676</b>	<b>1,574,745</b>	<b>1,603,476</b>	<b>1,632,880</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Communications Trust	900-590	1,027,117	1,481,141	1,519,249	1,519,249	1,546,676	1,574,745	1,603,476	1,632,880
<b>Total Appropriations</b>		<b>1,027,117</b>	<b>1,481,141</b>	<b>1,519,249</b>	<b>1,519,249</b>	<b>1,546,676</b>	<b>1,574,745</b>	<b>1,603,476</b>	<b>1,632,880</b>
<b>Revenues Less Appropriations</b>		<b>139,117</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2023 communications budget reflects an increase in the cost for communication services (phone and internet) primarily associated with outside billing costs for the Constitutional Officers.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Departmental Billings - Fleet	394100	952,172	1,427,670	1,631,408	1,631,408	1,647,871	1,664,497	1,681,299	1,698,273
Gas And Oil Sales	395100	1,030,885	1,422,340	1,777,075	1,777,075	1,794,846	1,812,794	1,830,922	1,849,231
<b>Total Revenues</b>		<b>1,983,057</b>	<b>2,850,010</b>	<b>3,408,483</b>	<b>3,408,483</b>	<b>3,442,717</b>	<b>3,477,291</b>	<b>3,512,221</b>	<b>3,547,504</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2021	FY 2022	FY 2023	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Fleet Maintenance	425-591	2,821,192	2,838,005	3,387,711	3,395,084	3,429,268	3,463,792	3,498,671	3,533,902
MIS Automation - Motor Pool Fund	470-519	2,315	2,350	2,850	2,850	2,850	2,850	2,850	2,850
Fleet Maintenance - Risk	495-591	9,429	9,655	10,549	10,549	10,599	10,649	10,700	10,752
<b>Total Appropriations</b>		<b>2,832,936</b>	<b>2,850,010</b>	<b>3,401,110</b>	<b>3,408,483</b>	<b>3,442,717</b>	<b>3,477,291</b>	<b>3,512,221</b>	<b>3,547,504</b>
<b>Revenues Less Appropriations</b>		<b>(849,879)</b>	<b>-</b>	<b>7,373</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2023 increase in this fund reflects the rising costs of diesel and unleaded fuel, and fleet repair and maintenance costs. Higher fuel costs are associated with the volatility in the crude oil market.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Board of County Commissioners Index

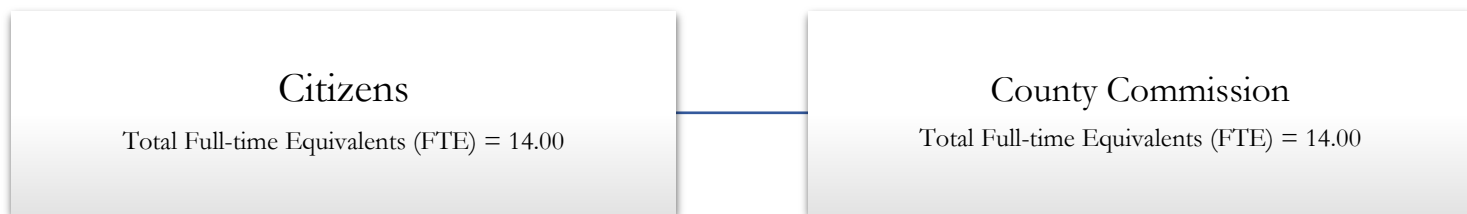
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Board of County Commissioners	7 - 5

LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Board of County Commissioners Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Board of County Commissioners Executive Summary

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This section of the Leon County FY 2023 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 2021-2022, consistent with the priorities established in the County's five-year Strategic Plan. During the January 24, 2022 Annual Retreat, the Board closed out the FY 2017-2021 Strategic Plan and adopted a new FY 2022-2026 Strategic Plan, providing the framework for aligning and optimizing the limited resources of the County with the highest priorities of the Board over the next five years. At that time, the Board also accepted an *Impact and Progress Report* on the implementation of the FY 2017-2021 Strategic Plan. As outlined in the report, 100 or 96% of the County's Strategic Initiatives were completed over the previous five-year planning period, and the County met or exceeded 12 of its 16 Strategic Planning Targets as well as three of its four Bold Goals, despite the significant impacts to the County resulting from the COVID-19 pandemic.

To advance the FY 2022-2026 Strategic Plan, the Board prioritized funding in the FY 2023 budget in support of several Strategic Initiatives to:

- Establish a dedicated four-person litter debris removal crew. (2022-19)
- Address food insecurity by partnering with Second Harvest to increase access to mobile food pantries. (2022-31)
- Provide \$1.0 million in capital funding for the Essential Library Initiative at the Main Library. (2022-21)
- Establish a new Grants Coordinator position to maximize the leveraging of the \$1.0 trillion federal infrastructure bill. (2022-8)

The Leon County Board of County Commissioners also took several actions in Fiscal Year 2021-2022 to further enhance the fiscal and organizational health of the County government while continuing to maintain core services and the community's infrastructure. At the June 21, 2022 Budget Workshop, the Board preliminarily approved a balanced FY 2023 budget while maintaining the countywide millage rate at 8.3144 for the eleventh consecutive year and while providing additional cost avoidances through internal efficiency efforts, continued incremental increase in the recurring transfer to the County's capital program, support for all Constitutional Officer budget requests, no increase in the Countywide or EMS property tax rate, solid waste, stormwater and fire non-ad valorem assessments and increased the minimum wage from \$14/hour to \$15/hour for Leon County employees, with a 5% raise for all employees, including Constitutional Officers.

Throughout FY 2022, Leon County continued to address the ongoing challenges associated with the COVID-19 pandemic. Over the past two years, Leon County provided \$141.59 million via the Federal CARES, American Rescue Plan Act (ARPA), and Emergency Rental Assistance (ERA) funding to support the community and provide relief to thousands of residents most in need through rental and utility assistance, non-profit grant programs, business assistance grants, and establishing minority/women loan programs. Leon County has been a leader not only in Florida, but in the nation, in being recognized for establishing best practices and in distributing funds quickly when the assistance was needed the most.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Board of County Commissioners

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
Operating	72,251	112,415	112,415	-	112,415	112,415
Total Budgetary Costs	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Commission	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741
Total Budget	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741
Total Revenues	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET

## »» Board of County Commissioners

### Board of County Commissioners (001-100-511)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide policy direction for the County Government.</li> <li>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.</li> </ol>
<b>Statutory Responsibilities</b>	County Charter and all applicable Florida Laws
<b>Advisory Board</b>	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 2023 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
Operating	72,251	112,415	112,415	-	112,415	112,415
Total Budgetary Costs	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Commissioner Office Budget (001-101-511)	12,196	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-102-511)	303	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-103-511)	7,588	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-104-511)	9,902	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-105-511)	7,991	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-106-511)	8,688	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-107-511)	6,109	12,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	19,476	24,915	24,915	-	24,915	24,915
County Commission (001-100-511)	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
Total Budget	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741
Total Revenues	1,896,533	1,936,151	1,905,494	-	1,905,494	1,937,741

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET

 Board of County Commissioners

## County Commission - County Commission (001-100-511)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
Total Budgetary Costs	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
Total Revenues	1,824,282	1,823,736	1,793,079	-	1,793,079	1,825,326
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 budget are as follows:

## Decreases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees, offset by a change in employee benefits. Funding for 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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-101-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	12,196	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	12,196	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	12,196	12,500	12,500	-	12,500	12,500
Total Revenues	12,196	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-102-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	303	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	303	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	303	12,500	12,500	-	12,500	12,500
Total Revenues	303	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-103-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	7,588	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	7,588	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,588	12,500	12,500	-	12,500	12,500
Total Revenues	7,588	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-104-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	9,902	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,902	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	9,902	12,500	12,500	-	12,500	12,500
Total Revenues	9,902	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-105-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	7,991	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	7,991	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,991	12,500	12,500	-	12,500	12,500
Total Revenues	7,991	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-106-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	8,688	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	8,688	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	8,688	12,500	12,500	-	12,500	12,500
Total Revenues	8,688	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-107-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	6,109	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	6,109	12,500	12,500	-	12,500	12,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	6,109	12,500	12,500	-	12,500	12,500
Total Revenues	6,109	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 2023 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioners' Account (001-108-511)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	19,476	24,915	24,915	-	24,915	24,915
Total Budgetary Costs	19,476	24,915	24,915	-	24,915	24,915
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	19,476	24,915	24,915	-	24,915	24,915
Total Revenues	19,476	24,915	24,915	-	24,915	24,915

The program is recommended at the same funding level as the prior fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

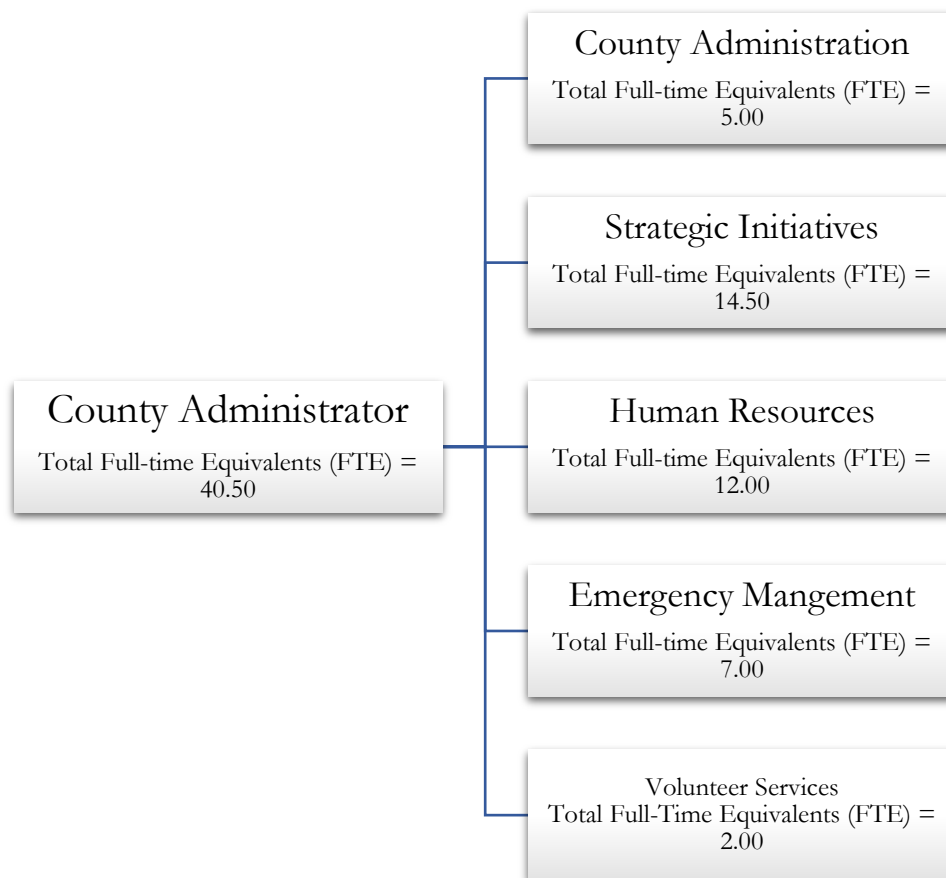
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# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration Organizational Chart



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Administration

## Executive Summary

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The Administration section of the Leon County FY 2023 Annual Budget is comprised of County Administration, Strategic Initiatives, Community & Media Relations, Human Resources, Emergency Management and VolunteerLEON.

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. Community & Media Relations works 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. Volunteer Services through the Volunteer LEON brand continues to be the leader in promoting volunteerism and community engagement in 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 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

Throughout FY 2022, Leon County continued to address the challenges of the COVID-19 pandemic, which presented an unprecedented impact on County finances. Last year, Administration initiated budget balancing strategies necessary to reduce the impact of the pandemic including initiating a hiring freeze, stopping non-essential travel and training, and implementing capital project deferrals and operating expenditure reductions. In FY 2022, Leon County Administration led the County's efforts to implement the Leon CARES American Rescue Plan Act Expenditure Plans. In total, Leon County leveraged more than \$138 million in federal funding to quickly address the community's most urgent needs resulting from the COVID-19 pandemic, including providing direct assistance to more than 8,000 households and nearly 1,000 businesses, funding more than 180 local nonprofit organizations, distributing 4.1 million meals to food-insecure households, investing \$6.7 million dollars to increase contact tracing and testing, and more - all while the County's EMS system responded to more than 17,000 urgent COVID-19 calls.

During FY 2022, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 9 more Achievement Awards recognizing Leon County programs and initiatives as nationwide best practices. Some of the initiatives awarded include the County's Essential Libraries Initiative, the SmartSteps Micro-lending program in partnership with FAMU Federal Credit Union, and the County's effective public information campaign promoting COVID-19 vaccinations. Additionally, the International City/County Management Association (ICMA) recognized Leon County Administrator Vincent S. Long as the recipient of the Award for Career Excellence. He received this honor for his leadership in implementing transformational projects and policy, managing historic crises, protecting public safety during disaster, and consistently setting the highest standard in public service and transparency. This award is the highest recognition in the profession and is given to one local government CEO in the world each year.

Administration and Community and Media Relations (CMR) once again guided the County through: the successful execution of the seventh annual Created Equal event which returned to in-person programming and brought more than 400 community members to discuss race relations and to encourage communication among all members of the community; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; promoting disaster preparedness through a virtual Build Your Bucket experience and distribution of 100 disaster buckets to vulnerable populations in collaboration with Elder Care Services; launching a neighborhood-specific disaster training for homeowners associations; providing the public with accurate, timely and relevant information throughout the COVID-19

pandemic and beyond, all while providing exceptional public information and communications strategy to all of the County's work areas.

Human Resources continues to provide talent management oversight and support through recruiting, hiring, compensation, awards and recognition, communication and training, employee relations, benefits administration, and maintaining compliance with state, local and government regulations. Our external partnerships, to include Keiser University, Tallahassee Community College, CareerSource and Leon County Schools are integral to maintaining a steady pipeline of Junior Apprentice applicants, which provide youth on-the-job work experience to prepare them for opportunities with Leon County Government. The department has also continued the successful implementation of the "Live Well Leon" employee wellness program to both improve and maintain a County workforce that is healthy in all five areas of wellness.

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. Furthering on the need for skilled volunteers in an emergency, Volunteer Services also operates the Leon County Disaster Volunteer & Donation database to support additional community needs during a disaster. Additionally, Volunteer Services manages Get Connected, a volunteer engagement and management platform that helps nonprofits find and pair volunteers with opportunities that align with their goals.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Administration

## Business Plan

### MISSION 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 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.

#### QUALITY OF LIFE



Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.



Q4 - Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need.



Q7 - Build, sustain and improve resilience to mitigate against, prepare for, respond to and recover from man-made and natural disasters.

#### 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 - Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues.



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

### ECONOMY

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1. (EC1) Maximize the leveraging of the \$1.0 trillion federal infrastructure bill to fund County projects. (2022-8)

### QUALITY OF LIFE

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1. (Q7) Continue coordination of local COVID-19 response and recovery including leveraging State and federal funds to support individual and business assistance as well as vaccination and testing efforts. (2022-27)
2. (Q3) Support the Sheriff in the implementation of the Council on Men and Boys to address the issues brought forth in the Sheriff's Anatomy of a Homicide Project report. (2022-28)
3. (Q3) Partner with the Leon County Sheriff's Office in raising community awareness on issues such as child abuse and prevention programs, human trafficking, sexual abuse and exploitation and domestic violence. (2022-32)

### GOVERNANCE

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1. (G1) Alongside The Village Square, the Knight Creative Communities Institute (KCCI), and other community partners, continue to engage citizens of diverse backgrounds with innovative programs like Created Equal, the Citizen Engagement Series, Build Your Bucket, and so much more. (2022-35)
2. (G2) Continue to set the benchmark for local governments everywhere by earning national, state and local awards for County programs, hosting Florida Association of Counties events like Innovation Day, and sharing best practices with peers, all while remaining committed to learning and improving as an organization. (2022-36)
3. (G3) Launch the internationally recognized Zensity communications platform to address social media misinformation, proactively address citizen concerns, and increase transparency and accountability. (2022-37)
4. (G4) Continue to invest in the professional development of County staff including participation in Certified Public Manager training and enhancements to the County's Management Training. (2022-38)
5. (G5) Continue to pursue cost savings through the County's Innovator & Inspirator (I<sup>2</sup>) Program. (2022-39)
6. (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)

## ACTIONS

### ECONOMY

1. a) Coordinate with the County's federal lobbying team, Squire Patton Boggs, to monitor and evaluate funding programs under the Infrastructure Investment and Jobs Act, including eligibility criteria and anticipated timelines for specific funding opportunities. (In Progress)
- b) Coordinate with internal and external stakeholders to identify projects that will be eligible for funding through the various grant programs under the Infrastructure Investment and Jobs Act. (In Progress)
- c) Present update to the Board at June 2022 Budget Workshop. Discuss the status of Infrastructure Investment and Jobs Act implementation and include budget recommendations to maximize the County's ability to draw down federal funds over multiple fiscal years (e.g., budgeting funds for local match requirements). (Complete)
- d) Resolution supporting the issuance of a \$4 million loan from the Florida State University Research Foundation to the LCRDA for the construction of the North Florida Innovation Labs. (Complete)



## QUALITY OF LIFE

1. The County has continued to support the coordination of local COVID-19 response and recovery through the quick and effective distribution of federal funding in accordance with the County's American Rescue Plan Act expenditure plan. (Complete)
2. a) Present an agenda item seeking Board direction on the structure of the Council on the Status of Men and Boys. (Complete)
  - b) Present an agenda item to allocate County funds to support the Council on the Status of Men and Boys. (Complete)
  - c) Present an agenda item for the Board's acceptance of the Final Charter for the Council on the Status of Men and Boys. (Complete)
3. a) Community and Media Relations continues to coordinate with the Leon County Sheriff's Office to share timely and important messages on child abuse and prevention programs, human trafficking, sexual abuse and exploitation and domestic violence through the use of public information and social media channels. Further, space will be provided to LCSO in upcoming County LINKs to promote related programs, services, and public service announcements. (In Progress)
  - b) The County continues to support the Survive and Thrive Advocacy Center's business training efforts related to human trafficking, a curriculum endorsed by the Leon County Sheriff's Office. (In Progress)

## GOVERNANCE

1. a) Planned and executed 2022 Created Equal with Village Square, and exploration of racial inequity in voting access and security. (Complete)
  - b) As approved by the Board on March 8, 2022, the County has partnered with KCCI to implement the Fully Booked, Tallahassee placemaking project to create literary-inspired exhibits along the trail at Leon County's Pedrick Pond Park. (Complete)
  - c) Coordinated with KCCI and other community partners to launch and promote the Wander and Wonder book trails/installations at Eastside Branch Library's Pedrick Pond, Woodville Branch Library, and Fort Braden's History Walk. Ribbon cuttings will occur in Summer 2022. (In Progress)
2. a) Plan and host the 2022 Florida Association of Counties Innovation Day in Leon County. (Complete)
  - b) Attended the 2022 FAC Legislative Day. (Complete)
  - c) Attended the 2022 NACo Legislative Conference. (Complete)
  - d) Received nine NACo Achievement Awards for exceptional County programs. (Complete)
  - e) Attend the 2022 FAC Annual Conference. (Complete)
3. CMR evaluated Zensity and did not recommend including funding for the platform in the FY 2023 budget. (Complete)
4. Invest in continual leadership development opportunities for Leon County Employees. (Ongoing)
5. Promote the Innovator & Inspirator (I<sup>2</sup>) Program to staff. (Ongoing)
6. Coordinate with Leon County Schools regarding property acquisition. (In Progress)

## BOLD GOALS & 5-YEAR TARGETS



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

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Students Connected	10	12	TBD	TBD	TBD	22

Note: This only reflects the number of students connected to skilled job opportunities by Human Resources through the Junior Apprenticeship Program. Other program areas, such as Emergency Medical Services and the Office of Economic Vitality also connect students to skilled job opportunities.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



**Bold Goal:** Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4)

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Citizen Ideas Implemented	100	120	TBD	TBD	TBD	220

Note: Since the start of FY 2022, staff has implemented 129 citizen ideas, improvements, solutions and opportunities for co-creation, 22% of the County's five-year Target. Included in this list are 83 actionable recommendations provided during the recent 2022 LEADS Listening Sessions, during which the County engaged nearly 300 key stakeholders across 26 listening sessions. Going forward, implemented recommendations will be captured through ongoing tracking of this Bold Goal which is presented to the Board throughout the year. Additionally, the County will continue its progress through all methods of citizen engagement (i.e. Citizen Advisory Boards/Committees, Citizen's Connect, etc.) used across the organization to reach the goal of 600 citizen ideas implemented by FY 2026. **\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



**Target:** Connect 50,000 volunteers with service opportunities communitywide. (T13)

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Volunteers Connected	7,400	8,600	TBD	TBD	TBD	16,000

Note: In FY 2022, the County anticipates making 7,400 volunteer connections, 15% of the five-year target. The County will continue its progress by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners to reach the five-year Target of 50,000 volunteer connections.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



**Target:** Reach 100,000 more citizens across all County platforms and programming. (T14)

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Event/Program Attendance	9,000	9,400	TBD	TBD	TBD	18,400
Subscriptions to County Platforms	9,200	9,300	TBD	TBD	TBD	18,500
Combined (Attendance and Subscriptions)	18,200	18,700	TBD	TBD	TBD	36,900

Note: Since the start of FY 2022, the County has reached nearly 13,168 citizens through County platforms subscriptions and programming attendance, 13% of the County's five-year Bold Goal. So far, the County has reached 6,384 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 6,784 social media, bulletin and email subscribers.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



**Target:** Communicate more than 1.5 a million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16)

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Disaster Preparedness Messages	750,000	260,000	TBD	TBD	TBD	1,010,000

Note: In FY 2022, Leon County Emergency Management anticipates communicating disaster preparedness messages approximately 600,000 times. These messages include distributing of the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. The majority of the County's messaging will take place during the annual hurricane season (June to November).

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,320,409	4,478,026	4,711,249	13,442	4,724,691	4,868,892
Operating	2,198,888	1,852,440	1,883,847	2,000	1,885,847	1,885,881
Capital Outlay	15,537	-	-	-	-	-
Grants-in-Aid	60,000	-	-	-	-	-
Total Budgetary Costs	6,594,834	6,330,466	6,595,096	15,442	6,610,538	6,754,773

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Administration	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
Strategic Initiatives	1,448,225	1,734,815	1,840,341	10,000	1,850,341	1,889,002
Human Resources	1,474,746	1,576,424	1,581,513	2,000	1,583,513	1,622,553
Emergency Management	2,216,813	1,536,520	1,586,766	3,442	1,590,208	1,612,119
Volunteer Services	163,904	203,081	206,970	-	206,970	212,697
Total Budget	6,594,834	6,330,466	6,595,096	15,442	6,610,538	6,754,773

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	4,378,020	4,793,946	5,008,330	12,000	5,020,330	5,142,654
125 Grants	294,882	363,373	379,388	-	379,388	388,181
130 9-1-1 Emergency Communications	1,921,932	1,173,147	1,207,378	3,442	1,210,820	1,223,938
Total Revenues	6,594,834	6,330,466	6,595,096	15,442	6,610,538	6,754,773

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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	13.50	14.50	14.50	-	14.50	14.50
Volunteer Services	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	39.50	40.50	40.50	-	40.50	40.50

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

## County Administration Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,270,912	1,248,749	1,342,587	-	1,342,587	1,381,483
Operating	20,233	30,877	36,919	-	36,919	36,919
Total Budgetary Costs	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Administration (001-110-512)	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
Total Budget	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
Total Revenues	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalent (FTE)	5.00	5.00	5.00	-	5.00	5.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## County Administration - County Administration (001-110-512)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,270,912	1,248,749	1,342,587	-	1,342,587	1,381,483
Operating	20,233	30,877	36,919	-	36,919	36,919
Total Budgetary Costs	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
Total Revenues	1,291,145	1,279,626	1,379,506	-	1,379,506	1,418,402
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Sr. Exec Asst/Office Mngr.	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 2023 County Administration 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

## Strategic Initiatives Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,015,401	1,177,135	1,276,990	10,000	1,286,990	1,325,645
Operating	432,825	557,680	563,351	-	563,351	563,357
Total Budgetary Costs	1,448,225	1,734,815	1,840,341	10,000	1,850,341	1,889,002
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Community and Media Relations (001-116-513)	648,393	836,910	904,699	-	904,699	922,647
Strategic Initiatives (001-115-513)	799,832	897,905	935,642	10,000	945,642	966,355
Total Budget	1,448,225	1,734,815	1,840,341	10,000	1,850,341	1,889,002
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,448,225	1,734,815	1,840,341	10,000	1,850,341	1,889,002
Total Revenues	1,448,225	1,734,815	1,840,341	10,000	1,850,341	1,889,002
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Strategic Initiatives	7.50	7.50	7.50	-	7.50	7.50
Community and Media Relations	6.00	7.00	7.00	-	7.00	7.00
Total Full-Time Equivalents (FTE)	13.50	14.50	14.50	-	14.50	14.50


## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

### Strategic Initiatives (001-115-513)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services.</li> <li>2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven.</li> <li>3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services.</li> <li>5. Coordinate and assemble the Commission meeting agenda.</li> </ol>
<b>Statutory Responsibilities</b>	N/A
<b>Advisory Board</b>	Tallahassee/Leon County Commission on the Status of Women & Girls





#### FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets	FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
 Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4) <sup>1</sup>	100	120	TBD	TBD	TBD	220

## Notes:

1. Since the start of FY 2022, staff has implemented 129 citizen ideas, improvements, solutions and opportunities for co-creation, 22% of the County's five-year Target. Included in this list are 83 actionable recommendations provided during the recent 2022 LEADS Listening Sessions, during which the County engaged nearly 300 key stakeholders across 26 listening sessions. Going forward, implemented recommendations will be captured through ongoing tracking of this Bold Goal which is presented to the Board throughout the year. Additionally, the County will continue its progress through all methods of citizen engagement (i.e. Citizen Advisory Boards/Committees, Citizen's Connect, etc.) used across the organization to reach the goal of 600 citizen ideas implemented by FY 2026.
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

#### Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe.	95%	95%	95%	95%
	Percent of Citizens Connect comments and concerns successfully resolved <sup>1</sup> .	87%	95%	95%	95%
	Number of LEADS Listening Sessions conducted <sup>2</sup> .	26	N/A	33	N/A
	Number of Capitol Update newsletters distributed during the annual Florida Legislative Session <sup>3</sup> .	9	9	9	9

## Notes:

1. For FY 2021, 95% of Citizens Connect comments and concerns were successfully resolved and closed out. The remaining comments/concerns are in the process of being resolved and/or closed and will be included in next fiscal year's analysis. This percentage will remain level in FY 2022 and FY 2023.
2. LEADS Listening Sessions were held in 2016, 2018, 2020, and 2022 and will continue to be held on a two-year cycle.
3. The Capitol Update newsletter is prepared and distributed each week during the annual Florida Legislative Session to provide the Board and Senior staff with a concise overview of the key issues affecting Leon County before the Legislature.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Strategic Initiatives - Strategic Initiatives (001-115-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	598,881	659,202	693,525	10,000	703,525	724,238
Operating	200,952	238,703	242,117	-	242,117	242,117
Total Budgetary Costs	799,832	897,905	935,642	10,000	945,642	966,355
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	799,832	897,905	935,642	10,000	945,642	966,355
Total Revenues	799,832	897,905	935,642	10,000	945,642	966,355
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Special Projects Coordinator	1.00	-	1.00	-	1.00	1.00
Senior Policy Analyst	-	1.00	1.00	-	1.00	1.00
Assistant to the County Admin	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	-	-	-	-
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 2023 Strategic Initiatives 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to a vacant position included in the market based revisions to the Classification and Pay Plan in the amount of \$10,000.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.




## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

### Community & Media Relations (001-116-513)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>2. Manage Leon County Government's collective information and messaging; foster proactive and responsive communication with the public; and maintain consistency in messaging, visual presentation and positive representation for the County.</li> <li>3. Maintain routine contact with local news media outlets and manage shifting relationships with their personnel.</li> <li>4. Prepare and distribute 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.</li> <li>5. Organize and manage news conferences, community meetings and special events.</li> <li>6. Communicate key issues and information to Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting.</li> <li>7. Coordinate and executes the annual Neighborhood Recognition Program, and maintain partnerships with local, regional, and national associations.</li> <li>8. Train, prepare, and respond for Emergency Communication/Information within the Incident Command System (ICS) and train/prepare County staff for interaction with media partners.</li> </ol>
<b>Statutory Responsibilities</b>	In accordance with 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.
<b>Advisory Board</b>	N/A

#### FY 2022-2026 Strategic Plan





Bold Goals & Five-Year Targets	FY 2022 Estimate <sup>3</sup>	FY 2023 Estimate <sup>3</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>3</sup>
 Reach 100,000 more citizens across all County platforms and programming. Part A – Track attendance at all public events/programs (T14) <sup>1</sup>	9,000	9,400	TBD	TBD	TBD	18,400
 Reach 100,000 more citizens across all County platforms and programming. Part B – Track subscriptions to County platforms (T14) <sup>1</sup>	9,200	9,300	TBD	TBD	TBD	18,500
 Communicate more than 1.5 million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16) <sup>2</sup>	750,000	260,000	TBD	TBD	TBD	1,010,000

## Notes:

1. Since the start of FY 2022, the County has reached nearly 13,168 citizens through County platforms subscriptions and programming attendance, 13% of the County's five-year Bold Goal. So far, the County has reached 6,384 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 6,784 social media, bulletin and email subscribers.
2. In FY 2022, Leon County Emergency Management anticipates communicating disaster preparedness messages approximately 600,000 times. These messages include distributing of the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. The majority of the County's messaging will take place during the annual hurricane season (June to November).
3. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## » Administration

### Community & Media Relations (001-116-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of news advisories, releases, and notices detailing County activity <sup>1</sup> .	300	357	425	375
	Number of press conferences, community meetings and events <sup>2</sup> .	84	92	50	60
	Number of participants in Citizen Engagement Series and Club of Honest Citizens <sup>3</sup> .	1,500	2,900	1,000	1,250
	Annual Report distribution <sup>4</sup> .	1,650	1,650	1,650	1,650

Notes:

1. The FY 2022 estimate is associated with the average number of advisories and releases detailing County activity. The increased FY 2021 actuals compared to FY 2020 was related to COVID-19 public notices. Due to fewer COVID-19 related notices, the estimate for FY 2023 is lower.
2. The FY 2022 estimate is the average number of conferences and meetings held over the past four years, including years with hurricane activity. The FY 2023 estimate reflects a marginal increase in events following the peak of the pandemic when events were canceled or held virtually.
3. Actuals reflect participation related to the added events such as more Club of Honest Citizens events each year. Attendance continues to slowly rebound from the peak of the pandemic when events were canceled or held virtually.
4. Annual Report video and hard copy distribution is projected to remain constant in FY 2022 and FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Strategic Initiatives - Community and Media Relations (001-116-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	416,520	517,933	583,465	-	583,465	601,407
Operating	231,873	318,977	321,234	-	321,234	321,240
Total Budgetary Costs	648,393	836,910	904,699	-	904,699	922,647
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	648,393	836,910	904,699	-	904,699	922,647
Total Revenues	648,393	836,910	904,699	-	904,699	922,647
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Assistant to the County Admin	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	1.50	2.50	3.50	-	3.50	3.50
Public Information Specialist Citizen Engagement Liaison	1.00	-	-	-	-	-
Public Information and Communications Manager	-	1.00	1.00	-	1.00	1.00
Senior Public Information Specialist	1.00	1.00	-	-	-	-
Graphics and Web Design Lead	1.00	1.00	1.00	-	1.00	1.00
Graphic Design Specialist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2023 Community and Media Relations budget are as follows:

## Increase to Program Funding:


1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET


## »» Administration

### Human Resources (001-160-513)

<b>Goal</b>	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.
<b>Core Objectives</b>	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.
<b>Statutory Responsibilities</b>	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).
<b>Advisory Board</b>	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*
	HR Operating Costs Per Capita	\$3.88	\$9.67

\*Florida Benchmarking Consortium











FY 2022-2026 Strategic Plan							
Bold Goals & Five-Year Targets		FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
	Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>1</sup>	10	12	TBD	TBD	TBD	22

Notes:

- This only reflects the number of students connected to skilled job opportunities by Human Resources through the Junior Apprenticeship Program. Other program areas, such as Emergency Medical Services and the Office of Economic Vitality also connect students to skilled job opportunities.
- Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## » Administration

### Human Resources (001-160-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of requisitions created, and or recruited for vacant positions <sup>1</sup> .	50	112	100	100
	Number of positions filled internally <sup>2</sup> .	31	46	30	30
	Number of positions filled from outside sources <sup>3</sup> .	27	48	40	40
	Average days to fill vacant positions <sup>4</sup> .	63	76	64	64
	Average Turnover Rate <sup>5</sup> .	10%	18%	10%	10%
	Number of County/Constitutional employees participating in county-sponsored Wellness Program events <sup>6</sup> .	1,882	3,394	3,000	3,000
	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program <sup>7</sup> .	1,198	1,079	1,065	1,065
	Number of employees attending county-sponsored Training and Professional Development events <sup>8</sup> .	677	888	600	600
	Number of employees completing customer experience training <sup>9</sup> .	132	96	30	20
	Percentage of new employees completing “on-boarding” within 30 days <sup>10</sup> .	55%	76%	95%	90%

## Notes:

1. This number remains consistent with the previous year's estimates.
2. This number remains consistent with the previous year's estimates.
3. This number remains consistent with the previous year's estimates.
4. This number remains consistent with the previous year's estimates.
5. This number remains consistent with the previous year's estimates.
6. Employees participating in the County-sponsored Wellness Program events increased in FY 2021 as people adapted to virtual activities and the hybrid Well-Being Fair, which allowed for both a virtual and in-person option. The annual Activity Challenge was also very popular with employees. FY 2022 and FY 2023 participation are projected to remain level.
7. The FY 2022 and FY 2023 estimates remain level as not all employees are eligible to participate in My Rewards. On average, about 85-90% of employees complete the process each year.
8. Most employee training continues to be held virtually. However, in April 2022 the County began to host in-person trainings for departments which requested it. Between the virtual and in-person hybrid training options, the Division has already exceeded the FY 2022 estimate by more than 200 participants. Employees continue to have access to the Learning Management System which contains extensive content related to performance, communication, professional development, and safety created by staff in addition to the training included within the system. Employees also benefit from expert consultants who have provided training in the areas of leadership and mental health. Content specific trainings continues to be created for Leon County departments as requested.
9. New hires are required to take Customer Experience training within 30 days of hire as part of their New Employee Orientation (NEO) Learning Plan. The Division has currently exceeded the FY 2022 estimate for Customer Experience training completion, with 100 new hires completing training year-to-date.
10. The Division implemented the NEOGOV Learn curriculum in 2021. This curriculum consists of all the required training a new hire must complete within 30 days. The Division is currently at 97% of new hires completing on-boarding requirements within the required 30 days for FY 2022. This trend is projected to continue in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Human Resources (001-160-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,268,147	1,256,970	1,256,940	-	1,256,940	1,295,980
Operating	206,599	319,454	324,573	2,000	326,573	326,573
Total Budgetary Costs	1,474,746	1,576,424	1,581,513	2,000	1,583,513	1,622,553
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,474,746	1,576,424	1,581,513	2,000	1,583,513	1,622,553
Total Revenues	1,474,746	1,576,424	1,581,513	2,000	1,583,513	1,622,553
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee Engmt. & Perf. 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 Coordinato	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coord.	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
HR 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 2023 Human Resources 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. These increases are offset by the retirement of a longtime County employee.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.
3. Costs associated with printing and postage for employee compensation statement packets in the amount of \$2,000.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Emergency Management Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	616,066	635,067	669,185	3,442	672,627	694,510
Operating	1,525,210	901,453	917,581	-	917,581	917,609
Capital Outlay	15,537	-	-	-	-	-
Grants-in-Aid	60,000	-	-	-	-	-
Total Budgetary Costs	2,216,813	1,536,520	1,586,766	3,442	1,590,208	1,612,119

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Emergency Management (125-864-525)	98,547	121,221	121,221	-	121,221	121,221
EMPA Base Grant-State (125-952012-525)	105,806	-	-	-	-	-
EMPA Base Grant-State (125-952020-525)	-	143,297	-	-	-	-
EMPA Base Grant-State (125-952024-525)	-	-	152,777	-	152,777	157,910
EMPG Federal Grant (125-952011-525)	90,529	-	-	-	-	-
EMPG Federal Grant (125-952019-525)	-	98,855	-	-	-	-
EMPG Federal Grant (125-952023-525)	-	-	105,390	-	105,390	109,050
Enhanced E-911-Administration (130-180-525)	1,897,462	1,143,488	1,161,646	3,442	1,165,088	1,178,178
Insurance for E-911 (130-495-525)	-	2,679	2,777	-	2,777	2,805
MIS Automation (130-470-525)	24,470	26,980	42,955	-	42,955	42,955
Total Budget	2,216,813	1,536,520	1,586,766	3,442	1,590,208	1,612,119

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	294,882	363,373	379,388	-	379,388	388,181
130 9-1-1 Emergency Communications	1,921,932	1,173,147	1,207,378	3,442	1,210,820	1,223,938
Total Revenues	2,216,813	1,536,520	1,586,766	3,442	1,590,208	1,612,119

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
EMPG Federal Grant	1.00	1.00	1.00	-	1.00	1.00
EMPA Base Grant-State	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 2023 TENTATIVE BUDGET

## »» Administration

## Emergency Management (125-864-525)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Comprehensive Emergency Management Plan.</li> <li>2. Maintain the functionality of the Emergency Operations Center.</li> <li>3. Review health care facility plans.</li> <li>4. Provide education on disaster preparedness, response, recovery, and mitigation.</li> </ol>
<b>Statutory Responsibilities</b>	<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>
<b>Advisory Board</b>	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





## FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets	FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
 Communicate more than 1.5 a million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16) <sup>1</sup>	750,000	260,000	TBD	TBD	TBD	1,010,000

Notes:

1. In FY 2022, Leon County Emergency Management anticipates communicating disaster preparedness messages approximately 600,000 times. These messages include distributing of the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. The majority of the County's messaging will take place during the annual hurricane season (June to November).
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of annual exercises conducted/participated in <sup>1</sup> .	3	3	4	3
	Number of health care facility plans reviewed <sup>2</sup> .	51	54	51	60
	Number of presentations conducted <sup>3</sup> .	3	4	12	12
	Number of planning meetings facilitated <sup>4</sup> .	3	5	6	12

Notes:

1. Exercises provide an opportunity to test plans and procedures in a simulated experience. Federal guidelines require emergency management to participate in a minimum of one exercise per quarter. Emergency Management's participation in various exercises is based on availability. Several exercises hosted by outside organizations are held biennially.
2. Additional health care facilities have opened in Leon County that are subject to emergency plan review under Agency for Health Care administration requirements.
3. Emergency Management has launched a youth preparedness education program "Billy the Bucket" and neighborhood based "Leon Ready" program which has increased the estimated number of presentations in FY 2022 and FY 2023.
4. The estimated increase in FY 2023 meetings is attributed to Emergency Management engaging in additional safety planning meetings in support of the January 2023 Gubernatorial Inauguration.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

## Emergency Management - Emergency Management (125-864-525)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	36,871	-	-	-	-	-
Operating	51,098	121,221	121,221	-	121,221	121,221
Capital Outlay	10,578	-	-	-	-	-
Total Budgetary Costs	98,547	121,221	121,221	-	121,221	121,221
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	98,547	121,221	121,221	-	121,221	121,221
Total Revenues	98,547	121,221	121,221	-	121,221	121,221

FY 2023 Emergency Management Grant Match budget remained level.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Emergency Management - EMPG Federal Grant (125-952023-525)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	-	-	105,390	-	105,390	109,050
Total Budgetary Costs	-	-	105,390	-	105,390	109,050
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	-	-	105,390	-	105,390	109,050
Total Revenues	-	-	105,390	-	105,390	109,050
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Emergency MGMT Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2023 EMPG Base Grant:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2023 to coincide with the State fiscal year. FY 2023 funding reflects the County annually budgeted personnel costs

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Emergency Management - EMPA Base Grant-State (125-952024-525)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	-	-	152,777	-	152,777	157,910
Total Budgetary Costs	-	-	152,777	-	152,777	157,910
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	-	-	152,777	-	152,777	157,910
Total Revenues	-	-	152,777	-	152,777	157,910
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir of Emergency Management	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2023 EMPA Base Grant:




Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2023 to coincide with the State fiscal year. FY 2023 funding reflects the County annually budgeted personnel costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

### Enhanced 9-1-1 (130-180-586)

<b>Goal</b>	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).
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Master Street Address Guide to ensure 9-1-1 database accuracy.</li> <li>2. Respond to requests for 9-1-1 information.</li> <li>3. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. 365.171-175 – 9-1-1 and Wireless Enhanced 9-1-1
<b>Advisory Board</b>	State and National Emergency Number Association; State of Florida E-911 Board

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of days taken to respond to subpoena requests for 9-1-1 <sup>1</sup> .	1	1	1	1
	Number of responses to requests for 911 records <sup>2</sup> .	1,040	1,000	957	1,000
	Percent of 9-1-1 database accuracy <sup>3</sup> .	99%	99%	98%	98%

## Notes:

1. Subpoenas for 9-1-1 records are received daily, and staff responds to them as they are received from the State Attorney's Office.
2. Requests for 9-1-1 records are received throughout the year and reflect public records requests and State Attorney's subpoenas. User demand will drive this number from year to year.
3. Percentage of database records where landline number and physical location is a correct match. Database accuracy must meet or exceed 90% per state standards.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Emergency Management - Enhanced E-911-Administration (130-180-525)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	382,861	392,915	411,018	3,442	414,460	427,550
Operating	1,449,642	750,573	750,628	-	750,628	750,628
Capital Outlay	4,959	-	-	-	-	-
Grants-in-Aid	60,000	-	-	-	-	-
Total Budgetary Costs	1,897,462	1,143,488	1,161,646	3,442	1,165,088	1,178,178

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
130 9-1-1 Emergency Communications	1,897,462	1,143,488	1,161,646	3,442	1,165,088	1,178,178
Total Revenues	1,897,462	1,143,488	1,161,646	3,442	1,165,088	1,178,178

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
E-911 Systems Coord.	1.00	1.00	1.00	-	1.00	1.00
911 Data Base & Info 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 Specialist	1.00	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate	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 2023 Enhanced 911 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$3,442.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Administration

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**Emergency Management - MIS Automation (130-470-525)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	24,470	26,980	42,955	-	42,955	42,955
Total Budgetary Costs	24,470	26,980	42,955	-	42,955	42,955
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
130 9-1-1 Emergency Communications	24,470	26,980	42,955	-	42,955	42,955
Total Revenues	24,470	26,980	42,955	-	42,955	42,955

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

## Emergency Management - Insurance for E-911 (130-495-525)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	-	2,679	2,777	-	2,777	2,805
Total Budgetary Costs	-	2,679	2,777	-	2,777	2,805
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
130 9-1-1 Emergency Communications	-	2,679	2,777	-	2,777	2,805
Total Revenues	-	2,679	2,777	-	2,777	2,805




## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Administration

## Volunteer Services (001-113-513)

<b>Goal</b>	The goal of Volunteer Services is to empower citizens to answer local needs through volunteerism and community engagement.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors.</li> <li>Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs.</li> <li>Administer “Volunteer Connection” matching system portal to connect local volunteers with local volunteer opportunities.</li> <li>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.</li> <li>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 Found-Up.</li> </ol>
<b>Statutory Responsibilities</b>	<b>Florida Statute 252.38 (1)(b)</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.
<b>Advisory Board</b>	None





## FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets		FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
	Target: Connect 50,000 volunteers with service opportunities communitywide. (T13) <sup>1</sup>	7,400	8,600	TBD	TBD	TBD	16,000

## Notes:

- In FY 2022, the County anticipates making 7,400 volunteer connections, 15% of the five-year target. The County will continue its progress by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners to reach the five-year Target of 50,000 volunteer connections.
- Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of citizen volunteers coordinated <sup>1</sup>	2,270	2,924	3,500	4,000
	Number of county departments utilizing volunteers annually <sup>2</sup>	15	10	20	25
	Number of volunteer’s hours <sup>3</sup>	40,948	30,676	65,000	80,000
	Dollar value of volunteer time <sup>4</sup>	\$1,041,308	\$875,481	\$176,800	\$2,396,000

## Notes:

- The number of citizen volunteers is anticipated to increase in FY 2022 and FY 2023 due to more volunteer opportunities within the County.
- The number of Departments utilizing volunteers is anticipated to increase due to VolunteerLEON staff training and virtual opportunities being available and the loosening of COVID-19 restrictions.
- Volunteer hours are projected to increase as COVID-19 protocols have been loosened and are expected to return to pre COVID-19 numbers.
- FY 2023 increase is related to the steady increase of volunteers and volunteer opportunities in various programs/activities returning to pre-COVID levels.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Administration

## Volunteer Services (001-113-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	149,883	160,105	165,547	-	165,547	171,274
Operating	14,021	42,976	41,423	-	41,423	41,423
Total Budgetary Costs	163,904	203,081	206,970	-	206,970	212,697
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	163,904	203,081	206,970	-	206,970	212,697
Total Revenues	163,904	203,081	206,970	-	206,970	212,697
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Volunteer Services Manager	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 2023 Volunteer Center budget are as follows:

## Increase to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Office of Information & Technology  
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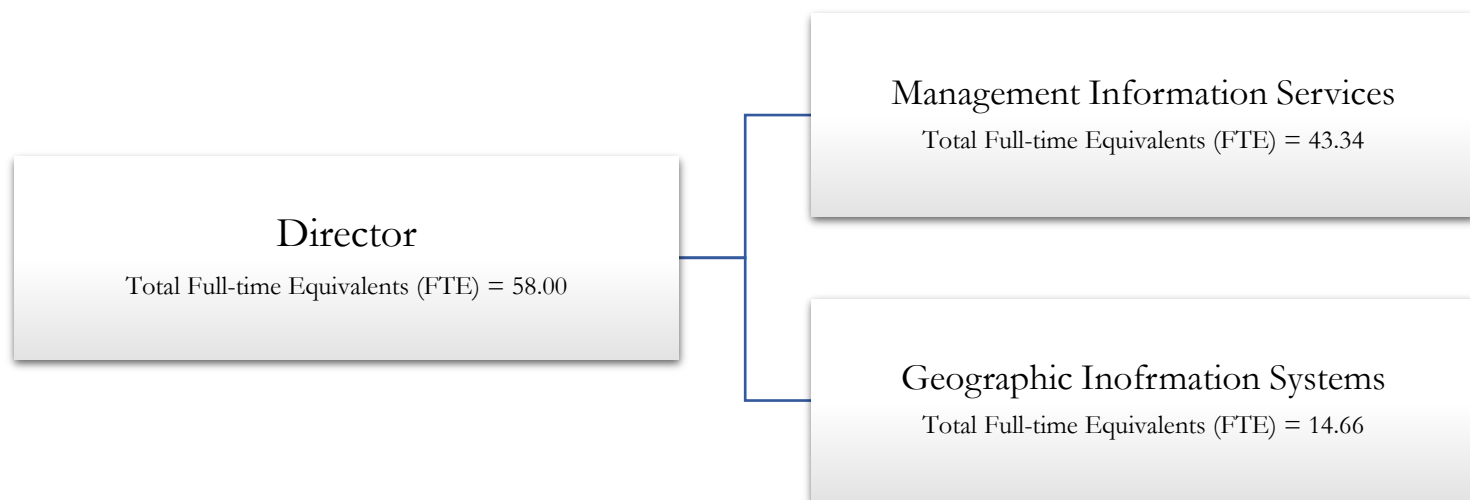
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

»» Office of Information & Technology  
Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Information & Technology

## Executive Summary

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The Office of Information and Technology (OIT) section of the Leon County FY 2023 Annual Budget is comprised of the Management Information Services (MIS) and Geographic Information Systems (GIS) divisions. 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

New solutions include: completion of the re-engineering of the permitting tracking system (including the incorporation of new permit pricing structures) and continuing to monitor and improve cyber security solutions. OIT continues to implement mobile technologies by providing successful solutions for telecommuting, an anticipated paradigm shift in the workplace borne out of the department's response to the COVID-19 pandemic. 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).

Cyber security continues to be a top priority for OIT. OIT will continue to facilitate employee awareness trainings and maintain the many layers of protection from spam, viruses, and malware. Enhanced security monitoring has been implemented for the entire network, with special emphasis on the office of the Supervisor of Elections. Cloud computing is leveraged to augment technology needs for the Library's work order management system and the Office of Intervention & Detention Alternatives' (IDA) point-of-sale system, the Office of Human Services & Community Partnerships work order management system, HR's e-recruitment system, Parks and Recreation's reservation system, as well as many IT services for MIS. Application solutions provided by in-house staff include: support of the Intranet and Internet websites; the County's Committee Tracking System; Justice Information System, and upgrades for the County's HR and Finance systems.

Efforts continue to grow O365 modules such as TEAMS, 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. 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 regional multi-county shared emergency incident system tracking system, which was critical to the support efforts during and after Hurricane Michael and during the COVID-19 activation.

OIT assisted with the Real Time Crime Center by organizing and leading the cross-jurisdictional team of technology experts to support the wide range of technology needs for the Center. The Real Time Crime Center is a joint project with Leon County Sheriff, Tallahassee Police, FSU Police, and FDLE to monitor and provide real-time information to first responders in the field. OIT continues to provide support for the courts with the Justice Information System for criminal case management as well as the Jail Management System for the Sheriff's Office.

Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past eight years and was awarded 7th place nationally and 1st place in Florida for the 2021 Digital Counties Survey Award from the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Information & 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

#### QUALITY OF LIFE



Q1 - Maintain and enhance our parks and recreational offerings and green spaces.



Q2 - Provide relevant and essential offerings through our libraries and community centers which promote literacy, life-long learning, and social equity.



Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.

#### GOVERNANCE



G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.



G3 - Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues.

### STRATEGIC INITIATIVES

#### QUALITY OF LIFE

1. (Q3) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders and support reentry through regional partnerships and state and national efforts. (2022-23)

### ACTIONS

#### QUALITY OF LIFE

1. Recycling Smartphones for distribution to pre- and post-sentenced individuals on community supervision to maintain communications and improve successful outcomes of supervision and access to human services in the community. (Ongoing)

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Information and Technology

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	5,992,862	6,305,312	6,653,307	3,485	6,656,792	6,856,163
Operating	3,139,459	3,627,201	3,799,356	309,954	4,109,310	4,194,128
Capital Outlay	173,155	6,400	3,200	-	3,200	3,200
Total Budgetary Costs	9,305,476	9,938,913	10,455,863	313,439	10,769,302	11,053,491

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Management Information Services	7,367,082	7,828,184	8,196,225	294,954	8,491,179	8,688,990
Geographic Information Systems	1,938,394	2,110,729	2,259,638	18,485	2,278,123	2,364,501
Total Budget	9,305,476	9,938,913	10,455,863	313,439	10,769,302	11,053,491

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	9,305,476	9,938,913	10,455,863	313,439	10,769,302	11,053,491
Total Revenues	9,305,476	9,938,913	10,455,863	313,439	10,769,302	11,053,491

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Geographic Information Systems	14.66	14.66	14.66	-	14.66	14.66
Management Information Services	43.34	43.34	43.34	-	43.34	43.34
Total Full-Time Equivalents (FTE)	58.00	58.00	58.00	-	58.00	58.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Information & Technology

### Management Information Services (001-171-513)





<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide technology infrastructure and support for the County, the Consolidated Dispatch Agency and Public Safety Complex, other County Constitutional Officers (Sheriff, Elections, Tax Collector, and Property Appraiser), and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem).</li> <li>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.</li> <li>3. Provide and maintain Internet and wireless access for employees within County facilities, and wireless access for the public in the Courthouse, main and branch libraries, park facilities, community centers, and other County facilities.</li> <li>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.</li> <li>5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection.</li> <li>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, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office.</li> <li>7. Provide e-mail services for the County, Constitutional Officers (except Property Appraiser) and Article V agencies.</li> <li>8. Support and provide connectivity and apps for over 1,100 mobile devices such as smart phones and tablets.</li> <li>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.</li> <li>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.</li> <li>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.</li> <li>12. Develop, 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.</li> <li>13. Maintain the pawnshop network system, an award-winning system, which is currently being used by more than 30 Florida and Georgia counties.</li> <li>14. Provide technical support to the Supervisor of Elections at all voting locations for all elections.</li> <li>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.</li> <li>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.</li> <li>18. Develop and support specialized applications for Human Resources (electronic timesheets, e-recruitment, onboarding, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support).</li> </ol>



# Office of Information & Technology






## Management Information Services (001-171-513)

<b>Core Objectives</b>	<p>19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works, Animal Control, 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> <p>22. Provide, maintain, and support secure telecommuting solutions for Leon County Government, Court Administration, Public Defender, State Attorney, Elections, and Tax Collector.</p> <p>23. Design and maintain permitting system solution for DSEM to allow efficient processing of building, developmental, and environmental permits.</p> <p>24. Provide teleconferencing solutions for Leon County Government.</p>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	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			
Strategic Priorities	Benchmark Data	Leon County	Benchmark (Median Values for City/County Sector)
	Average number of users per MIS Full Time Equivalent (FTE) (2,500 users/40 MIS Staff)	62.5:1 <sup>1</sup>	45:1 <sup>2</sup>
	Average number of Devices per Information Technician (IT Staff) (8,000/40 MIS Staff)	200:1	70:1 <sup>2</sup>
	Total IT Spending (Operating and CIPs) as Percentage of Budget	4.2%	5.77% <sup>3</sup>
	Number of Network Sites	77 <sup>4</sup>	44

### Benchmark Sources:

1. Added Real-Time Crime Center network location.
2. February 2017 Robert Half Technology reports 45:1 staffing levels for enterprise networks
3. November 2017 Deloitte Insights states all industries are at 3.28% and Education/Non-Profits are at 5.77%
4. Increased due to staffing vacancies.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Average number of e-mails processed each month (millions) <sup>1</sup>	1.40	0.69	1.75	1.80
	Approximate amount of valid e-mails (balance after malware/viruses trapped) <sup>2</sup>	65%	76%	65%	65%
	Average monthly visits to Leon County website <sup>3</sup>	319,625	356,700	335,000	350,000
	Percent of help calls completed the same day <sup>4</sup>	65%	82%	85%	85%
	Number of new applications/services deployed <sup>5</sup>	13	24	19	20

### Notes:

1. Total number of emails decreased in FY 2021 due to increased use of collaboration video conferencing tools, such as Zoom and Teams. This number is expected to rise in FY 2022 and FY 2023 with the expected reduction in the number of virtual meetings.
2. 24% of external emails in FY 2021 were identified as viruses/malware. The FY 2022 and FY 2023 figures are estimated to decrease due to enhanced security measures provided by the email spam filters.
3. Visits to the website increased in FY 2021 due to continued COVID-19-related information and CARES Act registration-related programs and services. This number is expected to moderate as these services wane.
4. In FY 2021, 82% of all help calls were closed within a one-day period. This number is expected to rise in the outyears due to the increased efficiency associated with remote helpdesk access.
5. In FY 2022, staff implemented 19 new applications, including: network connectivity for the Real Time Crime Center; re-engineering of the Accela permitting project; a new cyber security monitoring service; a cyber security assessment and implemented recommendations; new financial reports for the Clerk's office; and a new JIS reporting application as required by FDLE & Legislature for criminal reporting statistics. The FY 2023 estimate predicts a consistent trend.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Information and Technology

## Management Information Services Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,580,139	4,766,545	4,972,924	-	4,972,924	5,120,917
Operating	2,621,063	3,055,239	3,220,101	294,954	3,515,055	3,564,873
Capital Outlay	165,881	6,400	3,200	-	3,200	3,200
Total Budgetary Costs	7,367,082	7,828,184	8,196,225	294,954	8,491,179	8,688,990

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Management Information Services (001-171-513)	7,173,655	7,561,649	7,919,570	294,954	8,214,524	8,406,902
Public Safety Complex Technology (001-411-529)	193,427	266,535	276,655	-	276,655	282,088
Total Budget	7,367,082	7,828,184	8,196,225	294,954	8,491,179	8,688,990

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,367,082	7,828,184	8,196,225	294,954	8,491,179	8,688,990
Total Revenues	7,367,082	7,828,184	8,196,225	294,954	8,491,179	8,688,990

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Management Information Services	41.84	41.84	41.84	-	41.84	41.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalents (FTE)	43.34	43.34	43.34	-	43.34	43.34

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Information and Technology

## Management Information Services - Management Information Services (001-171-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,439,907	4,623,230	4,820,884	-	4,820,884	4,963,444
Operating	2,567,867	2,932,019	3,095,486	294,954	3,390,440	3,440,258
Capital Outlay	165,881	6,400	3,200	-	3,200	3,200
Total Budgetary Costs	7,173,655	7,561,649	7,919,570	294,954	8,214,524	8,406,902

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,173,655	7,561,649	7,919,570	294,954	8,214,524	8,406,902
Total Revenues	7,173,655	7,561,649	7,919,570	294,954	8,214,524	8,406,902

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
Chief Info. Officer (CIO)	0.67	0.67	0.67	-	0.67	0.67
IT Coord.- Work Order & EDMS	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Admn Services	1.00	1.00	1.00	-	1.00	1.00
Dir. of Apps & Development	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Mgr	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Director of IT 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 Serv.	1.00	1.00	1.00	-	1.00	1.00
Apps System Analyst III	2.00	2.00	2.00	-	2.00	2.00
Apps Integration Architect	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst	-	0.50	0.50	-	0.50	0.50
IT Technical Support Spec. II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coord.	1.00	1.00	-	-	-	-
Network Systems Analyst I	2.00	2.00	2.00	-	2.00	2.00
Applications Systems Analyst	-	-	1.00	-	1.00	1.00
Apps Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Apps Systems Analyst II	7.00	7.00	7.00	-	7.00	7.00
Network Systems Analyst II	4.50	3.00	3.00	-	3.00	3.00
Network Systems Analyst III	2.00	3.00	3.00	-	3.00	3.00
IT Tech Support Technician I	-	1.00	1.00	-	1.00	1.00
OIT Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
OIT Office Coordinator	0.67	-	-	-	-	-
Computer Asset Analyst	1.00	-	-	-	-	-
Sr. IT Technical Support Spec.	3.00	3.00	3.00	-	3.00	3.00
Cyber Security Manager	-	0.67	0.67	-	0.67	0.67
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	41.84	41.84	41.84	-	41.84	41.84

The major variances for the FY 2023 Management Information Services 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. \$289,454 for inflationary adjustments to contractual services associated with financial management software, system backup, email archiving, work order management and cybersecurity incident response services.
3. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023. Also includes \$10,500 for additional training to troubleshoot application and software issues and address the needs of the expanding network.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Information and Technology

## Management Information Services - Public Safety Complex Technology (001-411-529)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	140,232	143,315	152,040	-	152,040	157,473
Operating	53,195	123,220	124,615	-	124,615	124,615
Total Budgetary Costs	193,427	266,535	276,655	-	276,655	282,088
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	193,427	266,535	276,655	-	276,655	282,088
Total Revenues	193,427	266,535	276,655	-	276,655	282,088
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Network Systems Analyst	-	0.50	0.50	-	0.50	0.50
Network Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst II	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 2023 Public Safety Complex Technology 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.







## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Information &amp; Technology

## Geographic Information Systems (001-421-539)

<b>Goal</b>	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.		
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Development and management of high-accuracy planimetric and topographic basemap data.</li> <li>2. Creation, compilation, access and distribution of derived and thematic GIS data.</li> <li>3. Manage the overall quality and integrity of departmental GIS data.</li> <li>4. Provide access to GIS analytical tools.</li> <li>5. Integrate GIS technology, service and support into the business processes of government.</li> <li>6. Identify additional sources of GIS data to support government activities and services.</li> </ol>		
<b>Statutory Responsibilities</b>	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		
<b>Advisory Board</b>	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)		
<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
	Number of Business Units that use GIS.	60	36 (Average)
	Number of Layers of Data Maintained.	819	420
	Number of Web Sites and Custom Applications.	87	7

\***Benchmark Source:** 2018 Poll of selected Florida counties.

<b>Performance Measures</b>					
<b>Strategic Priorities</b>	<b>Performance Measures</b>	<b>FY 2020 Actuals</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Estimate</b>	<b>FY 2023 Estimate</b>
	Provide customer response to system and software requests within (1) hour 100% of the time. <sup>1</sup>	95%	95%	95%	95%
	Increase GIS internet applications, services and downloadable files by 20% annually. <sup>2</sup>	20%	20%	20%	20%
	Increase ArcGIS Online user accounts by 20% annually. <sup>3</sup>	49%	24%	9.1%	20%
	Provide maintenance of base map components per schedule matrix, as required. <sup>4</sup>	100%	100%	100%	100%
	Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements). <sup>5</sup>	662	797	819	839
	Published web services. <sup>6</sup>	2,319	2,258	2,788	3,000

# »» Office of Information & Technology

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## Geographic Information Systems (001-421-539)

Notes:

1. TCGIS continues to be responsive to the needs of its customers to ensure a rapid and effective response to the County, City, and Property Appraiser's Office.
2. Internet based applications increase with every new project. TCGIS staff continues to include additional layers of data to the open data download portal to best meet the customer needs.
3. TCGIS continues to build usership with its web-based GIS platform "ArcGIS Online". In FY 2022, 41 new users were added for a total of 456 (compared to 100 new users in FY 2021). The estimate for FY 2022 illustrates a forecasted stabilization in user growth.
4. TCGIS continues to maintain the base-map components and the associated derivative products while constantly seeking increased value in product and technology advances.
5. The number of data layers maintained varies from year to year; older data layers are consolidated, and new data layers are created. In FY 2022, additional base map layers were delivered by the vendor, as well as other new efforts initiating additional layer creation. Additional growth is forecasted for FY 2023, based on anticipated projects and growth in data sets. GIS also receives new data each year from aerial photography vendors.
6. The projected increase in FY 2022 and FY 2023 is associated with deliverables of derived base map data as well as new map services that support new projects and activities across the interlocal. This metric correlates with the number of layers maintained and is influenced by the number of projects and users.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Information and Technology

## Geographic Info. Systems (001-421-539)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,412,724	1,538,767	1,680,383	3,485	1,683,868	1,735,246
Operating	518,397	571,962	579,255	15,000	594,255	629,255
Capital Outlay	7,274	-	-	-	-	-
Total Budgetary Costs	1,938,394	2,110,729	2,259,638	18,485	2,278,123	2,364,501
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,938,394	2,110,729	2,259,638	18,485	2,278,123	2,364,501
Total Revenues	1,938,394	2,110,729	2,259,638	18,485	2,278,123	2,364,501
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Chief Info. Officer (CIO)	0.33	0.33	0.33	-	0.33	0.33
Apps System Analyst III	1.00	1.00	1.00	-	1.00	1.00
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Oracle Database Admin	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Adm.	1.00	1.00	-	-	-	-
Network Systems Analyst I	-	-	1.00	-	1.00	1.00
Apps Systems Analyst I	3.00	3.00	3.00	-	3.00	3.00
Apps Systems Analyst II	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist I	-	-	1.00	-	1.00	1.00
GIS Technician II	1.00	1.00	-	-	-	-
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist I	1.00	1.00	1.00	-	1.00	1.00
OIT Office Coordinator	0.33	-	-	-	-	-
Cyber Security Manager	-	0.33	0.33	-	0.33	0.33
GIS Specialist III	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	14.66	14.66	14.66	-	14.66	14.66

The Geographic Information Systems budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the Geographic Information Systems program; the City's share is reflected as an offsetting revenue.

The major variances for the FY 2023 Geographic Information Systems 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$3,485 associated with the reclassification of a GIS Technician II to GIS Specialist I.
3. \$15,000 for additional contractual services associated with maintenance of the increasing number of data layers in the County network.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» County Attorney's Office  
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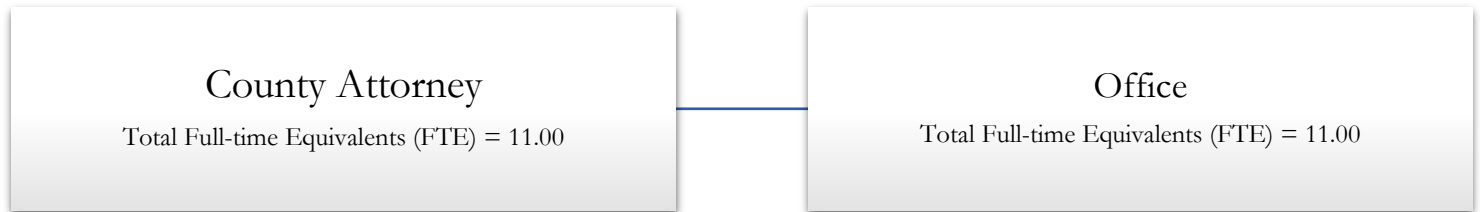
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» County Attorney's Office Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» County Attorney's Office

## Executive Summary

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The County Attorney's Office section of the Leon County FY 2023 Annual Budget is comprised solely of the County Attorney's Office. The County Attorney's Office provides legal services to the Board of County Commissioners, the County Administrator, County departments, and certain boards and agencies organized under the Board of County Commissioners, unless they are separate legal entities or have their own legal counsel, and as otherwise directed by the Board. The Office also reviews contracts, bonds, ordinances, resolutions, and other written instruments.

### HIGHLIGHTS

The County Attorney's Office continues to provide legal support to Leon County Government as needed on matters related to COVID-19 and its variants. Office personnel researched and worked with Administration staff to develop federal grant funding agreements, contracts, and associated documentation for use with vendors, area agencies, not-for-profits, local businesses, citizens, and local government entities receiving funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Leon CARES, and/or the American Rescue Plan Act of 2021 (ARPA) for qualifying projects, goods, and services and to ensure the distribution of funds to the community. Office personnel also worked with Administration staff to apply the Families First Coronavirus Response Act provisions within Leon County Government, and to develop policies and procedures to address pandemic-related issues impacting County personnel.

The County Attorney's Office also:

- Assisted outside counsel in representing Leon County in the matter of *Florida Department of Health – Notice of Violation*, DOH Case No. 2021-0243, wherein the Department of Health, in October 2021, assessed a fine of \$3,570,000 against Leon County for 714 alleged violations of Section 381.00316, Florida Statutes. The *Notice of Violation* stated, in part, that “Leon County Government required 714 employees, or former employees. . . to provide documentation certifying COVID-19 vaccination in order to gain access to, entry upon, or service from the governmental entity’s operations in this state. . . “In November 2021, Leon County filed a *Petition for Formal Administrative Proceedings* with the Department of Health contesting the fine. The Department entered an *Order Dismissing Petition Without Prejudice*, and the County responded by filing an *Amended Petition for Formal Administrative Proceeding*. Subsequent to the filing of the amended petition and prior to the matter being referred to the Division of Administrative Hearings, the parties entered into a settlement agreement. The County confirmed that its Vaccination Requirement Policy had been rescinded as of November 18, 2021, when a new state law became effective, and that it will not reinstitute the policy in the future to the extent that it is preempted by law. Additionally, the County agreed that any former employee who was terminated for not complying with the policy could be considered for re-employment. The Department of Health agreed to waive the fine levied against the County and entered a *Final Order* closing the proceedings and adopting the settlement agreement.
- Continues to work with outside counsel in representing Leon County in the multidistrict opioid litigation against multiple opioid manufacturers, distributors, and retailers, including but not limited to McKesson, Cardinal Health, Amerisource Bergen, Purdue, Mallinckrodt Pharmaceuticals, Janssen Pharmaceuticals, Inc., and its parent company, Johnson & Johnson, Walgreens, and CVS. The complaints filed in this litigation include allegations of the manufacturer defendants’ false, deceptive and unfair marketing of opioids, as well as the distributor defendants’ unlawful distribution of opioids. The Board has previously considered and approved participation in various multidistrict settlement agreements. In addition, at its meeting of July 13, 2021, the Board approved entering into a Memorandum of Understanding with the State of Florida which governs how the proceeds allotted to the State of Florida will be allocated between and among the State and local governments. As provided in the MOU, all funds received will be divided into three funds (City/County Fund, Regional Fund, State Fund) after expense fund costs are deducted. It is currently contemplated that settlement payments will be paid over 18 years, with use restricted to abatement and treatment of opioid use disorder and other limited uses. It is anticipated that most of the outside multidistrict litigation counsel will be paid through an attorney fund established at a national level, but a percentage of the local government distribution may also be used to fund attorneys’ fees.
- Continues to represent Leon County as a Plaintiff in the firearms preemption litigation, *Broward County v. State of Florida, et al.*; Circuit Court Case No. 2018 CA 882, wherein the Plaintiffs challenge the related penalty provisions in the Florida Statutes, which allow certain monetary damages and other penalties to be imposed against any individual

who enacts or causes to be enforced a preempted firearm regulation. The trial court ruled, in part, in favor of the Plaintiffs, finding the penalty provisions violated doctrines of legislative and governmental function immunity. The State appealed the trial court's ruling, and oral argument was held July 20, 2020. On April 9, 2021, the First District Court of Appeal ruled that "neither discretionary-function nor legislative immunity shields local governments and officials from the challenged statutes," thereby reversing the opinion of the trial court. On April 23, 2021, the Plaintiffs filed a petition with the First District Court of Appeal, requesting the court certify the question of legislative immunity and government function immunity to the Florida Supreme Court as being of great public importance. The motion for certification was denied on May 17, 2021. The Petitioners filed notices to invoke the Florida Supreme Court's discretionary jurisdiction on June 16, 2021. On June 25, 2021, the Petitioners filed a Joint Brief on Jurisdiction with Nikki Fried, Commissioner of Agriculture and Consumer Services. On September 9, 2021, the Supreme Court of Florida accepted jurisdiction in this matter and directed briefs be filed by the parties. Oral Argument was heard on June 9, 2022.

- Continues to assist outside counsel representing Leon County in *Leon County, Florida v. Mellie Delores Clark, et al.*, Circuit Court Case No. 2021 CA 000396, wherein the County is seeking to foreclose a lien stemming from a code enforcement order finding the owner maintained a dilapidated structure on the property. The property continues to be out of compliance with the Leon County Code of Laws.

In addition, the County Attorney's Office provides legal support to County staff in all of its real estate transactional and right-of-way acquisition matters, which in the past year included:

- Lease agreements for County-owned properties, such as the Leon County Government Annex and the Lake Jackson Town Center.
- The continued sales of county-owned real property appropriate for use as affordable housing in cooperation with the Housing Finance Authority of Leon County, resulting in significant proceeds to the HFA to be used for affordable housing purposes.
- The acquisition of utility easements, drainage easements, whole parcels, and other right-of-way needed for the County's capital improvement projects, including the Woodville area septic-to-sewer projects, the Maylor Road drainage improvements project, and the Old Bainbridge Road / Capital Circle NW intersection improvement project, and the Blountstown Highway Sidewalk Project to serve the Fort Braden School area as part of the Safe Routes to School Program.
- Assistance to Real Estate staff in working with the Killearn Acres Homes Association to secure the HOA's donation to the County of Pimlico Park and Man O War Park.
- Assistance to Real Estate staff in their efforts to determine whether the property owners of certain parcels near the Lake Hall School House would agree to sell their property to the County for fair market appraised value, without the use of eminent domain.

In the past 12 months, the County Attorney's Office has responded to over 1,000 requests for legal advice or assistance, including reviewing, preparing, and/or signing ordinances, resolutions, proclamations, agenda items, contracts, various housing, land use, and other real estate documents, as well as claims, employment, procurement, litigation documents, and responding to public records requests. Office personnel have assisted with significant revisions to the Code of Laws concerning the Rural Zoning District, Local Emergency Management, Local Provider Participation Fund Non-ad Valorem Assessment and Directed Payment Program for Hospitals, Code Enforcement, Commission District Boundaries, Homestead Exemption for Persons 65 and Older, Water Quality Treatment Standards, and Contraction of the Boundaries of the Fallschase Community Development District, as well as amendments to various elements of the Comprehensive Plan. The County Attorney's Office continues to be active in efforts to keep the County's lakes clean and has worked diligently 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 2023 TENTATIVE BUDGET

 County Attorney's Office

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,361,479	1,505,795	1,604,759	-	1,604,759	1,654,484
Operating	327,150	572,754	574,729	-	574,729	574,729
Capital Outlay	2,351	-	-	-	-	-
Total Budgetary Costs	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Attorney	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213
Total Budget	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213
Total Revenues	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Attorney	12.00	11.00	11.00	-	11.00	11.00
Total Full-Time Equivalents (FTE)	12.00	11.00	11.00	-	11.00	11.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» County Attorney's Office

### County Attorney's Office (001-120-514)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Advise, counsel, and provide legal opinions to clients.</li> <li>2. Represent clients in litigation matters before the courts.</li> <li>3. Represent clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals.</li> <li>4. Represent 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.</li> <li>5. Prepare materials and presenting workshops to the Board of County Commissioners.</li> <li>6. Research and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies.</li> <li>7. Review documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants.</li> <li>8. Prepare and review legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners.</li> <li>9. Represent clients in negotiating real estate contracts.</li> <li>10. Commence eminent domain lawsuits on behalf of Leon County, when necessary.</li> <li>11. Represent clients in road widening projects and drainage improvement projects.</li> <li>12. Provide legal education seminars to Senior Management staff.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	None

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 County Attorney's Office

## County Attorney (001-120-514)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,361,479	1,505,795	1,604,759	-	1,604,759	1,654,484
Operating	327,150	572,754	574,729	-	574,729	574,729
Capital Outlay	2,351	-	-	-	-	-
Total Budgetary Costs	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213
Total Revenues	1,690,980	2,078,549	2,179,488	-	2,179,488	2,229,213
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Asst. County Attorney	3.00	3.00	3.00	-	3.00	3.00
Sr. Asst County Attorney	-	1.00	1.00	-	1.00	1.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr. Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	1.00	-	-	-	-	-
Administrative Associate III	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	12.00	11.00	11.00	-	11.00	11.00

The major variances for the FY 2023 County Attorney budget are as follows:

## Increase to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

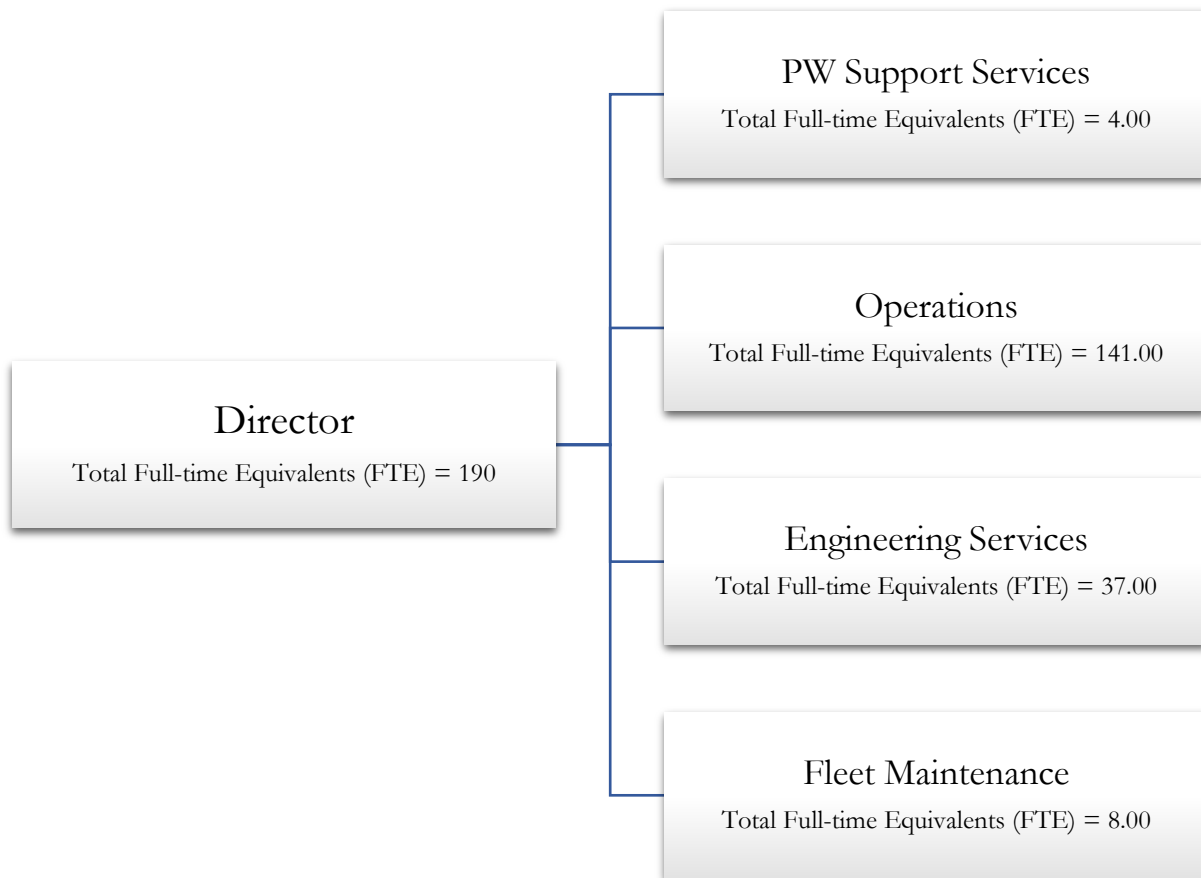
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Department of Public Works Organizational Chart





## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Department of Public Works

## Executive Summary

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The Public Works section of the Leon County FY 2023 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 continued coordination with Development Support & Environmental Management, PLACE, CRTPA, Florida Department of Transportation, and the City of Tallahassee to ensure proper planning, construction, and maintenance of the County's transportation and stormwater related infrastructure.

During FY 2022, Mosquito Control was awarded a Florida Department of Environmental Protection Waste Tire Amnesty Event grant in the amount of \$25,000. The grant will support the transportation and processing costs for waste tires collected during the event to reduce mosquito breeding locations. Operations, utilizing the Livable Infrastructure for Everyone (L.I.F.E.) Rural Road Safety funding, completed 1.9 miles of road improvements in FY 2022 with an additional 0.76 miles approved for scheduling. In support of Strategic Initiative 2022-19, a new litter crew is included in the FY 2023 budget to enhance roadside litter debris removal.

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 2022, the Division completed construction of the new ballfield at Chaires Park which consisted of lighting and associated parking and landscaping. Also completed in FY 2022 was the Raymond Tucker Road area drainage and accessibility improvements project including three bridges to ensure safe access for two subdivisions during heavy storm events. The Magnolia Drive Multi-Use Trail from South Monroe Street to Pontiac Drive was also completed in FY 2022. The improvements include an upgraded trail to provide connectivity, updated landscaping and street lighting for pedestrian safety, water and sewer upgrades and roadway repair. Additionally, the roof replacement at Supervisor of Election's Voting Operations Center building including the air conditioner replacements was completed.

The Fleet Management Division is responsible for providing quality repairs and maintenance of over 700 vehicles and pieces of 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 51 fleet vehicles and equipment with alternative fuel replacements. In FY 2020, the Division purchased the County's first electric vehicle. In FY 2022, the Fleet Division added three additional electric vehicles with the anticipation of adding eight or more electric vehicles in FY 2023 to achieve the goal of 30% of the light duty fleet being solely alternative fuel by 2030.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Department of Public Works Business Plan

## MISSION STATEMENT

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.

## STRATEGIC PRIORITIES

### ENVIRONMENT



EN1 - Protect the quality and supply of our water.



EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.



EN4 - Reduce our carbon footprint.

### QUALITY OF LIFE



Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.



Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.

### GOVERNANCE



G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.

## STRATEGIC INITIATIVES

### ENVIRONMENT

1. (EN1) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2022-11)
2. (EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2022-12)
3. (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. (2022-16)
4. (EN1) Initiate Basin Management Plan updates for the unincorporated area once the state adopts new stormwater standards. (2022-17)

5. (EN2) Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (2022-19)

## QUALITY OF LIFE

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1. (Q5) 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. (2022-26)

## ACTIONS

### ENVIRONMENT

1. Annually update the Tentative Water Quality and Springs Restoration Implementation Plan. (Ongoing)
2. Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction. (In Progress)
3.
  - a) Installation of advanced wastewater treatment septic systems as part of the FDEP Pilot Project. (Ongoing)
  - b) Revised Policy No. 19-4, "Springs Restoration Grants and Septic System Upgrades Policy" to be eligible for future FDEP grant funding for septic system upgrade projects. (Complete)
  - c) Accept a \$1.11 million grant from FDEP Springs Restoration Program for a Septic Upgrade Incentive Program. (In Progress)
4. Development of Basin Management Plan updates within unincorporated Leon County. (In Progress)
5.
  - a) The Division of Right-of-Way Management added a litter control crew to support the litter control program. (In Progress)
  - b) Public Works Operations is reviewing and updating the Adopt-a-Road program inventory list. (In Progress)
  - c) Public Works Operations is coordinating with CMR on identifying and implementing program outreach strategies, including promotion via media outlets and roadside signage. (In Progress)

### QUALITY OF LIFE

1.
  - a) Coordinated with Florida Department of Transportation to implement intersection improvements at: Old Bainbridge Road at Capital Circle NW, Old Bainbridge Road from I-10 to Capital Circle NW, Silver Lake Road, Smith Creek Road lane addition, Big Bend Scenic Byway, Springhill Road. (In Progress)
  - b) Coordinated with Florida Department of Transportation with bridge replacements for Miccosukee Road Bridge and Springhill Road Bridge. (In Progress)
  - c) Coordinated with Florida Department of Transportation for Street Lighting projects at: Buck Lake Road and US 90, Lagniappe Way and Mahan Drive, South Monroe Street and Gaines Street, Thomasville Road and Timberlane Road, and along Crawfordville Road from Capital Circle to McKenzie Drive (In Progress)
  - d) Explore grant opportunities with Florida Department of Transportation's Safe Routes to School grant funding. Current grant supports the Canyon Creek Road Sidewalk between Old Woodville Highway and Shumard Drive project. Future projects include Blountstown Highway Sidewalk from Williams Landing Road to existing sidewalk east of School Campus and Blountstown Highway Sidewalk Merry Robin Road to Sir Richard Road. (In Progress)

## BOLD GOALS & 5-YEAR TARGETS



**Bold Goal:** Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Septic Tanks Removed	25	259	TBD	TBD	TBD	284

Note: Leon County has demonstrated success in leveraging Blueprint water quality funds as well as aggressively pursuing grant funds to support septic to sewer conversion projects in recent years. During the FY 2022-2026 Strategic Plan, an additional 500 septic tanks will be upgraded or eliminated as part of Phase 1A and 1B of the Woodville Septic to Sewer Project and continuation of the Advanced Septic System Pilot Program. The County anticipates achieving 5% of this target in FY 2022 through the Advance Septic System Pilot Program, with significant progress to be achieved through completion of septic to sewer conversions in the upcoming years.



**Target:** Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
% Increase in # of electric vehicles	0%	125%	TBD	TBD	TBD	125%

Note: Leon County's ISAP establishes a goal to convert 30% of the light duty vehicles in the County's fleet to fully electric by FY 2030. To stay on track to accomplish this goal, the County will need to increase the number of fully electric vehicles in its fleet by 500%, for a total of 25 vehicles by FY 2026. Due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the County is still waiting on the arrival of electric vehicles ordered in FY 2021. Notwithstanding this, staff anticipates achieving a 125% increase of the County's fleet of electric vehicles by FY 2023 and continuing its progress in achieving an increase of 500% through the remainder of the five-year plan.



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

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Sidewalk/Greenway/Trail/Bike Lane Miles	4.40	2.67	TBD	TBD	TBD	7.07

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

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	10,530,194	13,485,429	14,385,365	389,977	14,775,342	15,433,531
Operating	5,156,629	7,196,205	7,348,272	614,950	7,963,222	8,003,128
Capital Outlay	65,059	-	-	50,000	50,000	-
Total Budgetary Costs	15,751,882	20,681,634	21,733,637	1,054,927	22,788,564	23,436,659

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
PW Support Services	626,894	648,504	682,539	-	682,539	698,922
Operations	8,551,049	12,819,497	13,508,515	654,472	14,162,987	14,695,258
Engineering Services	3,752,748	4,375,628	4,489,894	58,060	4,547,954	4,613,211
Fleet Management	2,821,192	2,838,005	3,052,689	342,395	3,395,084	3,429,268
Total Budget	15,751,882	20,681,634	21,733,637	1,054,927	22,788,564	23,436,659

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	435,818	804,995	839,890	16,610	856,500	869,102
106 Transportation Trust	10,172,735	13,416,405	14,029,513	554,295	14,583,808	15,106,452
123 Stormwater Utility	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
125 Grants	-	32,468	38,026	-	38,026	38,026
505 Motor Pool	2,821,192	2,838,005	3,052,689	342,395	3,395,084	3,429,268
Total Revenues	15,751,882	20,681,634	21,733,637	1,054,927	22,788,564	23,436,659

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Engineering Services	36.00	37.00	37.00	-	37.00	37.00
Fleet Management	9.00	8.00	8.00	-	8.00	8.00
Operations	138.00	137.00	137.00	4.00	141.00	141.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	187.00	186.00	186.00	4.00	190.00	190.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operations	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 2023 TENTATIVE BUDGET

## »» Department of Public Works

### Support Services (106-400-541)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department.</li> <li>2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects.</li> <li>3. Coordinate Board meeting agenda items and other related correspondence.</li> <li>4. Coordinate department travel requests and expense reports.</li> <li>5. Respond to citizen inquiries related to water quality, transportation, right of way, and stormwater infrastructure.</li> <li>6. Provide quality control relative to approximately 191 employee's annual appraisals, in addition to quarterly purchasing card audits.</li> <li>7. Provide records management for entire department.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21 <sup>st</sup> 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
<b>Advisory Board</b>	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 2023 TENTATIVE BUDGET

 Department of Public Works

## Support Services (106-400-541)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	480,009	497,181	529,757	-	529,757	546,140
Operating	146,885	151,323	152,782	-	152,782	152,782
Total Budgetary Costs	626,894	648,504	682,539	-	682,539	698,922
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
106 Transportation Trust	626,894	648,504	682,539	-	682,539	698,922
Total Revenues	626,894	648,504	682,539	-	682,539	698,922
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Operations Analyst	-	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate I	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	4.00	4.00	4.00	-	4.00	4.00

The major variances for the FY 2023 Support Services 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 budgeted at 6%, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

## Operations Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	6,022,869	8,636,930	9,312,210	381,272	9,693,482	10,201,871
Operating	2,467,920	4,182,567	4,196,305	273,200	4,469,505	4,493,387
Capital Outlay	60,260	-	-	-	-	-
Total Budgetary Costs	8,551,049	12,819,497	13,508,515	654,472	14,162,987	14,695,258

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Mosquito Control (001-216-562)	435,818	804,995	839,890	16,610	856,500	869,102
Mosquito Control Grant (125-214-562)	-	32,468	38,026	-	38,026	38,026
Right-Of-Way Management (106-432-541)	2,255,578	3,263,395	3,620,863	273,907	3,894,770	4,220,944
Stormwater Maintenance (123-433-538)	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
Transportation Maintenance (106-431-541)	3,537,516	5,128,878	5,236,217	222,328	5,458,545	5,573,375
Total Budget	8,551,049	12,819,497	13,508,515	654,472	14,162,987	14,695,258

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	435,818	804,995	839,890	16,610	856,500	869,102
106 Transportation Trust	5,793,094	8,392,273	8,857,080	496,235	9,353,315	9,794,319
123 Stormwater Utility	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
125 Grants	-	32,468	38,026	-	38,026	38,026
Total Revenues	8,551,049	12,819,497	13,508,515	654,472	14,162,987	14,695,258

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Mosquito Control	6.20	5.20	5.20	-	5.20	5.20
Transportation Maintenance	54.00	55.00	55.00	-	55.00	55.00
Right-Of-Way Management	35.00	34.00	35.00	4.00	39.00	39.00
Stormwater Maintenance	42.80	42.80	41.80	-	41.80	41.80
Total Full-Time Equivalents (FTE)	138.00	137.00	137.00	4.00	141.00	141.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Mosquito Control	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 2023 TENTATIVE BUDGET

## »» Department of Public Works

### Operations – Transportation Maintenance (106-431-541)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Provide pothole patching and major asphalt repairs.</li> <li>3. Provide dirt road grading, stabilization, and ditch maintenance.</li> <li>4. Provide street sign installation and repair.</li> <li>5. Provide supervision of contract services for various activities on over 660 miles of County roadways.</li> <li>6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program and the L.I.F.E. Rural Road Stabilization Program.</li> <li>7. Provide bridge and guardrail maintenance.</li> <li>8. Provide pavement marking installations.</li> <li>9. Provide Open Grade Mix resurfacing.</li> <li>10. Provide Open Grade Mix pothole patching and major repairs.</li> <li>11. Respond to service requests from citizens and internal customers.</li> <li>12. Provide major and minor roadway shoulder repair.</li> <li>13. Provide maintenance, repairs and inventory of sidewalks.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	None










<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County FY21 Actual MH/Unit</b>	<b>Benchmark (FDOT 4 Year Average Production)</b>
	Pavement Symbols (Plastic)	0.04 man hours/sq ft	0.067 man hours/sq ft
	Plant Mix Patching (Manual) <sup>1</sup>	33.98 man hrs/ton	13.826 man hours/ton
	Major Plant Mix Patching (Mechanical) <sup>2</sup>	3.964 man hrs/ton	1.769 man hours/ton
	Signs (ground signs 30 sq. ft. or less) <sup>3</sup>	0.342 man hrs/sign	0.914 man hours/sign

Source: Florida Department of Transportation

1. Leon County's man hours per unit ratio were slightly higher in FY 2021 than that of FDOT due to vacancies and asphalt repair crew staff diverted to other projects.
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.

# »» Department of Public Works

## Operations – Transportation Maintenance (106-431-541)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Perform 600 tons/year of major asphalt repairs <sup>1</sup> .	827	680	600	600
	Perform 300 tons/year asphalt/pothole patching <sup>2</sup> .	153	122	300	300
	Install and repair 7,000 sign panels annually <sup>3</sup> .	7,626	8,518	7,000	7,000
	Wash and clean 9,000 sign panels annually <sup>4</sup> .	13,219	6,065	9,000	9,000
	Install and refurbish 75,000 sq. ft. of pavement markings and symbols with plastic <sup>5</sup> .	74,018	6,281	75,000	75,000
	Respond to 90% of work orders within three weeks <sup>6</sup> .	82%	77%	90%	90%
	Grade County maintained dirt roads on a 18 day cycle <sup>7</sup> .	18 Days	18 Days	18 Days	18 Days
	Perform resurfacing on two miles of Open-Grade Mix roads annually <sup>8</sup> .	2.15	0	2.00	2.00
	Repair 130 miles/year of shoulders <sup>9</sup> .	119	24	130	130

### Notes:

- Major asphalt repairs in FY 2021 exceeded the FY 2021 estimate of 600, due primarily to major base repairs. The Division anticipates meeting this performance goal in FY 2022 and FY 2023.
- The Division used 122 tons of asphalt for pothole patching, short of the FY 2021 estimate of 400. This is due primarily to equipment downtime for repairs and staff vacancies associated with COVID-19. The Division anticipates being fully staffed in future years to meet this performance measure.
- The Division installed and repaired 8,518 sign panels in FY 2021, exceeding the FY 2021 estimate of 7,000. This is due in part to the Division fabricating informational and directional signs throughout the County to ensure the health and safety of the public during the COVID-19 pandemic. The FY 2022 and FY 2023 estimates signify the number of sign panel fabrication returning to pre-Covid levels while still meeting the performance measure goal.
- The Division washed and cleaned 6,065 sign panels in FY 2021, a decrease from the FY 2021 estimate of 9,000. This is due primarily to staffing shortages. The Division anticipated being fully staffed in future years to meet this performance measure.
- The Division installed and refurbished 6,281 square feet of pavement markings and symbols in FY 2021, short of the FY 2021 projections of 90,000 square feet. The decrease is attributed to staffing shortages and available crews being diverted to other critical projects. The Division anticipated being fully staffed in future years to meet this performance measure.
- The Division responded to 77% of work orders within three weeks in FY 2021. Response time to work orders varies annually due to various factors such as staff vacancies, weather and the number of service requests received. The Division continues to strive to meet the 90% response goal.
- The Division met the performance goal of grading County maintained dirt roads on an 18-day cycle in FY 2021 and projects to continue to meet the goal in FY 2022 and FY 2023.
- The performance measure is being reduced from five miles to two miles based on available funding and inflationary cost increases for road materials and supplies.
- The Division repaired 24 miles of shoulders in FY 2021, down from the FY 2021 estimates of 130 miles, due to the shoulder repair crew being used on other construction projects as a result of staff vacancies associated with COVID-19. The FY 2022 and FY 2023 estimates signify the number of repaired miles of shoulders returning to pre-Covid levels to the performance measure goal.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

## Operations - Transportation Maintenance (106-431-541)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	2,650,612	3,458,917	3,742,034	31,464	3,773,498	3,879,739
Operating	826,644	1,669,961	1,494,183	190,864	1,685,047	1,693,636
Capital Outlay	60,260	-	-	-	-	-
Total Budgetary Costs	3,537,516	5,128,878	5,236,217	222,328	5,458,545	5,573,375

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
106 Transportation Trust	3,537,516	5,128,878	5,236,217	222,328	5,458,545	5,573,375
Total Revenues	3,537,516	5,128,878	5,236,217	222,328	5,458,545	5,573,375

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Transportation Superintendent	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	2.00	-	2.00	2.00
Crew Chief II	3.00	5.00	5.00	-	5.00	5.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	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	-	2.00	2.00
Sr. Crew Chief Traffic Services	1.00	1.00	1.00	-	1.00	1.00
Equipment Operator	7.00	7.00	7.00	-	7.00	7.00
Sr. Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	4.00	4.00	3.00	-	3.00	3.00
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
Total Full-Time Equivalents (FTE)	54.00	55.00	55.00	-	55.00	55.00

The major variances for the FY 2023 Transportation Maintenance budget are as follows:

## Increases to Program Funding:

1. Costs associated with the reclassification of a Work Control Coordinator (\$4,493) and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$26,971.
2. \$80,000 in contractual services for sidewalk repairs and guardrail installation and maintenance due to inflationary costs. These costs are offset by the decrease in FDOT traffic signal maintenance.
3. Vehicle coverage costs associated with higher insurance rates.
4. \$44,355 in fuel and oil costs.
5. Road materials and supplies in the amount of \$70,239 due to inflationary costs.
6. Travel and training increase associated with the State of Florida requirement that all CDL drivers be trained by state certified instructors. This training will be required for the Maintenance Technician positions. Costs are estimated to be \$1,625 per 25 individuals or \$40,625.

## Decreases to Program Funding:




1. Contractual services costs associated with shift of FDOT traffic signal maintenance from the County to City of Tallahassee. Costs are offset by increase in costs for sidewalk repair and guardrail installation and maintenance.
2. Utility services costs of \$20,912 related to signal maintenance shift which reduced the number of intersections maintained by the County.
3. \$23,600 associated with the replacement schedule of equipment for the sign shop which are replaced every two years for small equipment and five years for large equipment due to intensive use.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

### Operations – Right-Of-Way Management (106-432-541)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide roadside maintenance on over 660 miles of County roadways.</li> <li>2. Meet the objectives and goals set forth in the Canopy Road Management Plan.</li> <li>3. Review tree removal requests and prune or remove high risk trees and noxious plants.</li> <li>4. Manage the Roadside Beautification Program, including the Adopt A Tree, Adopt A Road, and Tree Bank programs.</li> <li>5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic.</li> <li>6. Perform Clear Zone maintenance to provide a safe recovery area along roadways.</li> <li>7. Respond to service requests from citizens and internal customers.</li> <li>8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right of ways.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	Canopy Roads Citizen Committee; Tree and Wildlife Committee








<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County FY21 Actual MH/Unit</b>	<b>Benchmark (FDOT 4 Year Average Production)</b>
	Roadside Litter Removal <sup>1</sup>	0.78 man hours/acre	1.23 man hours/acre
	Right-of-Way Mowing <sup>1</sup>	0.46 man hours/acre	0.78 man hours/acre
	Finish Cut Mowing <sup>2</sup>	1.20 man hours/acre	2.72 man hours/acre

Source: Florida Department of Transportation

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.

## »» Department of Public Works

### Operations – Right-Of-Way Management (106-432-541)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year <sup>1</sup> .	2.8%	18%	2%	2%
	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles <sup>2</sup> .	25.6	25.6	19.3	19.3
	Perform clear zone maintenance on 45 shoulder miles <sup>3</sup> .	47	24	40	45
	Pick up litter on 519 miles of roads four times per year <sup>4</sup> .	207	58.6	519	519
	Maintain 206.89 acres of landscaped area 9 times per year (Goal: 1,875 acres) <sup>5</sup> .	941	480	1,875	1,875
	Respond to 90% of work orders within three weeks <sup>6</sup> .	100%	100%	90%	90%
	Mow 519 miles, five times during the mowing season (Goal: 2,595 miles) <sup>7</sup> .	2,366	2,557	2,595	2,595

#### Notes:

- The Division increased the number of Adopt-A-Road litter groups by 18% in FY 2021, exceeding the performance goal of 2%, due to the addition of nine litter groups. The Adopt-A-Road Program is 100% driven by public interest; therefore, participation levels vary from year to year. Future estimates indicate achieving the 2% performance goal to support Strategic Initiative 2022-19 in expanding the County's Adopt-a-Road program.
- The Division inspected and removed high risk wood from 25.6 miles of Canopy roads in FY 2021. The number of miles varies annually due to factors such as the length of the canopy road currently in the inspection cycle and the number of trees in the dead and critical condition classes, which can increase the number of miles requiring maintenance.
- The Division performed clear zone maintenance on 24 miles in FY 2021. The decline was attributed to staff vacancies. The Division has continued efforts of utilizing specialized equipment to perform the necessary tasks as opposed to manual labor to offset staff vacancies to achieve the performance measure goal of 45 miles in FY 2023.
- The Division picked up litter on a total of 58.6 miles of road in FY 2021, a 72% reduction from FY 2020. The decline was attributed to the continued decline in participation of Community Service/Work Program workers due to newly implemented Diversion programs offered by the courts. Additionally, the Community Service/Work Program was suspended for a portion of FY 2021 due to COVID-19 restrictions. Staff is anticipating achieving the goal of 519 miles with the addition of a new litter crew in FY 2023. The addition of the crew is in support of Strategic Initiative 2022-19 to enhance roadside litter debris removal.
- The Division maintained a total of 480 acres of landscaped area in FY 2021. The decrease was due to staff vacancies. The Division is anticipating being fully staffed and meeting the performance measure goal in FY 2022 and FY 2023.
- The Division responded to 100% of work orders within three weeks in FY 2020 and FY 2021, exceeding 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.
- The FY 2021 actual was just slightly below the performance goal, mowing a total of 2,557 miles in FY 2021. However, the FY 2021 actual exceeded the FY 2020 actual by 191 miles and future FY 2022 and FY 2023 estimates are projected to meet the performance goal.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Public Works

**Operations - Right-Of-Way Management (106-432-541)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,448,430	2,146,594	2,356,183	269,793	2,625,976	2,936,571
Operating	807,148	1,116,801	1,264,680	4,114	1,268,794	1,284,373
Total Budgetary Costs	2,255,578	3,263,395	3,620,863	273,907	3,894,770	4,220,944
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
106 Transportation Trust	2,255,578	3,263,395	3,620,863	273,907	3,894,770	4,220,944
Total Revenues	2,255,578	3,263,395	3,620,863	273,907	3,894,770	4,220,944
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Assistant Director/R-O-W 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	-	2.00	2.00
Equipment Operator	4.00	4.00	4.00	-	4.00	4.00
Sr. Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	5.00	5.00	5.00	1.00	6.00	6.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	2.00	4.00	4.00	3.00	7.00	7.00
Maintenance Technician	12.00	9.00	10.00	-	10.00	10.00
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 Equivalents (FTE)	35.00	34.00	35.00	4.00	39.00	39.00

The major variances for the FY 2023 Right-of-Way Management budget are as follows:

Increases to Program Funding:



1. In support of Strategic Initiative 2022-19, personnel costs for the addition of a four person Litter Crew (\$235,484) to enhance roadside litter debris removal, and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$34,309.
2. \$8,036 associated with increased costs for uniforms and Right-of-Way maintenance on North Monroe Street from I-10 to the Gadsden County line, as required by an interlocal agreement with FDOT.
3. Vehicle coverage costs associated with higher insurance rates.
4. \$34,600 in fuel and oil costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

### Operations – Stormwater Maintenance (123-433-538)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control.</li> <li>2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff.</li> <li>3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor).</li> <li>4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion.</li> <li>5. Respond to service requests from citizens and internal customers.</li> <li>6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls).</li> <li>7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances.</li> <li>8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater.</li> <li>9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility.</li> <li>10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits.</li> <li>11. Maintain vegetation in all County maintained stormwater facilities.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	None






<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County FY21 Actual MH/Unit</b>	<b>Benchmark (FDOT 4 Year Average Production)</b>
	Cleaning of Drainage Pipes (Mechanical) <sup>1</sup>	0.089 man hrs./linear ft.	0.120 man hrs./linear ft.
	Cleaning and Reshaping Roadside Ditches <sup>2</sup>	0.113 man hrs./linear ft.	0.091 man hrs./linear ft.

Source: Florida Department of Transportation 2021

1. Leon County man hour production is slightly lower than FDOT this year due to several of the projects having longer runs of enclosed drainage conveyances resulting in higher production per project.
2. Leon County man hours production is slightly higher than FDOT due to additional travel time required to move crews and equipment to multiple small roadside ditch projects, as compared to FDOT's typical large projects.

## »» Department of Public Works

### Operations – Stormwater Maintenance (123-433-538)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Complete 90% of work order requests, excluding major construction projects, within six weeks <sup>1</sup> .	84%	70%	90%	90%
	Clean and reshape 150,000 feet/year of roadside ditches annually <sup>2</sup> .	132,188	71,958	150,000	150,000
	Clean 9,500 feet of drainage pipes annually (Mechanical) <sup>3</sup> .	16,911	11,501	9,500	9,500
	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements <sup>4</sup> .	82%	93%	90%	90%
	Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually <sup>5</sup> .	11%	11%	11%	11%

Notes:

- The Division completed 70% of work order requests within six weeks in FY 2021, short of the 90% estimate. 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 anticipates being fully staffed in future years to meet this performance measure.
- The Division cleaned and reshaped 71,958 feet of roadside ditches in FY 2021. As indicated in #1 above, staffing vacancies and the loss of experienced operators due to retirement, prevented the Division from meeting this performance goal. The Division anticipates being fully staffed in future years to meet this performance measure.
- The Division cleaned 11,501 feet of drainage pipes in FY 2021. The Division was able to exceed the performance estimate due to several of the projects having longer runs of enclosed conveyances.
- The Division achieved 93% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements in FY 2021, which exceeded the 90% estimate and the FY 2020 actual. The use of contract mowing accounts for most of this productivity. The Division anticipates meeting the 90% estimate for FY 2022 and FY 2023.
- The Division mowed 11% of County non-permitted conveyance systems in FY 2021. The Division is still unable to utilize any inmate work crews throughout the year to perform this activity. If and when the availability of inmate work crews returns, it is anticipated the percentage of mowed conveyance systems will increase.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

## Operations - Stormwater Maintenance (123-433-538)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,630,318	2,540,630	2,699,810	63,405	2,763,215	2,842,817
Operating	691,820	1,049,131	1,073,709	78,222	1,151,931	1,150,994
Total Budgetary Costs	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
123 Stormwater Utility	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
Total Revenues	2,322,137	3,589,761	3,773,519	141,627	3,915,146	3,993,811
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Crew Chief II	6.00	7.00	7.00	-	7.00	7.00
In-Mate Supervisor	4.00	2.00	2.00	-	2.00	2.00
Sr. Crew Chief Maintenance & Construction	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	9.00	10.00	10.00	-	10.00	10.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	4.00	3.00	3.00	-	3.00	3.00
Maintenance Technician	14.00	15.00	14.00	-	14.00	14.00
Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	42.80	42.80	41.80	-	41.80	41.80

The major variances for the FY 2023 Stormwater Maintenance 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$63,405.
2. \$22,018 for uniforms costs and additional stormwater maintenance.
3. \$51,875 in fuel and oil costs.
4. \$56,204 to fund inflationary costs for road materials and supplies.

## Decreases to Program Funding:



1. \$31,485 associated with the renewal cycle for general maintenance and stormwater operating permits which are done on a three year cycle.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

### Operations – Mosquito Control (001-216-562/125-214-562)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes.</li> <li>2. Provide inspections of citizens' properties, provide educational literature, and make practical recommendations to the residents.</li> <li>3. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish.</li> <li>4. 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.</li> <li>5. 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.</li> <li>6. 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.</li> <li>7. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts.</li> <li>8. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing.</li> <li>9. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division.</li> </ol>
<b>Statutory Responsibilities</b>	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.)
<b>Advisory Board</b>	None

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	75% of mosquito larva requests responded to in three days <sup>1</sup> .	35%	53%	75%	75%
	75% of adult mosquito spraying requests responded to in three days <sup>2</sup> .	53%	69%	75%	75%

## Notes:

1. In 2021, the Division responded to 53% of mosquito larva requests in three days, short of the 75% performance goal. This is due primarily to full-time staff vacancies as a result of retirements and promotions. Future estimates anticipate the Division meeting the 75% performance goal.
2. The truck spraying activities are conducted on the streets at nighttime and are directed at adult mosquitoes which are active at night. The Division responded to 69% of adult mosquito spraying requests within three days, just short of the 75% performance goal in FY 2021. Future estimates anticipate the Division meeting the 75% performance goal.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Public Works

## Operations - Mosquito Control (001-216-562)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	293,510	490,789	514,183	16,610	530,793	542,744
Operating	142,307	314,206	325,707	-	325,707	326,358
Total Budgetary Costs	435,818	804,995	839,890	16,610	856,500	869,102

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	435,818	804,995	839,890	16,610	856,500	869,102
Total Revenues	435,818	804,995	839,890	16,610	856,500	869,102

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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	1.00	1.00	-	1.00	1.00
Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.20	5.20	5.20	-	5.20	5.20

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Mosquito Control 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 2023 Mosquito Control 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$16,610.
2. Vehicle coverage costs associated with higher insurance rates.
3. \$7,300 in fuel and oil costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Public Works

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**Operations - Mosquito Control Grant (125-214-562)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	-	32,468	38,026	-	38,026	38,026
Total Budgetary Costs	-	32,468	38,026	-	38,026	38,026
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	-	32,468	38,026	-	38,026	38,026
Total Revenues	-	32,468	38,026	-	38,026	38,026

The major variances for the FY 2023 Mosquito Control Grant budget are as follows:

1. \$5,558 in additional operating supplies funded by a state mosquito control grant.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works



### Engineering Services (106-414-541)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. In house design using County staff and consultants 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. 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.</li> <li>2. Representation of the County at meetings of County interests, such as utility coordination, construction coordination, sidewalk and pedestrian infrastructure coordination. Responsible for Interagency Coordination including: representing Leon County's Stormwater and Transportation 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 &amp; Water Resources Committees, and Community Traffic Safety Team), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions.</li> <li>3. Represents the County in property acquisitions for Capital Improvement projects in the eminent domain process. 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.</li> <li>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.</li> <li>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.</li> <li>6. Provides support to the Development Review Division of Development Support &amp; 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.</li> <li>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 traffic and pedestrian safety. Prepares grant applications to support capital projects and provides technical assistance regarding wetland and water resource protection/restoration, public outreach and coordination. Implements the Water Quality Improvement projects such as the Septic to Sewer and Advanced Septic Tank Retrofit projects.</li> <li>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.</li> <li>9. Manages the Fire Hydrant Installation Program.</li> <li>10. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction and coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing.</li> <li>11. Develops and manages Capital Improvement Projects for County owned facilities and facilities utilized by the Constitutional Offices.</li> <li>12. Provides professional assistance to Facilities Maintenance with in-house resources or consultants.</li> </ol>

# » Department of Public Works





## Engineering Services (106-414-541)

<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Blueprint Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Advisory Committee, Capital Region Transportation Planning Agency, Transportation Alternatives Subcommittee.

FY 2022-2026 Strategic Plan					
Bold Goals & Five-Year Targets	FY 2022 <sup>3</sup> Estimate	FY 2023 <sup>3</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
 Septic Tanks Removed (BG2)	25	259	TBD	TBD	TBD
 Sidewalk/Greenway/Trail/Bike Lane Miles (T11)	4.40	2.67	TBD	TBD	TBD

Notes:

1. Leon County has demonstrated success in leveraging Blueprint water quality funds as well as aggressively pursuing grant funds to support septic to sewer conversion projects in recent years. During the FY 2022-2026 Strategic Plan, an additional 500 septic tanks will be upgraded or eliminated as part of Phase 1A and 1B of the Woodville Septic to Sewer Project and continuation of the Advanced Septic System Pilot Program. The County anticipates achieving 5% of this target in FY 2022 through the Advance Septic System Pilot Program, with significant progress to be achieved through completion of septic to sewer conversions in the upcoming years.
2. This only reflects the number of miles constructed by Public Works Engineering. Other program areas, such as Blueprint and Parks & Recreation, also contribute to this target.
3. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Manage staff so that not less than 35% of staff time is spent on Capital Improvement Project activities.	35%	35%	35%	35%
	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	100%	100%	100%	100%
	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
	Maintain number of Leon County water bodies sampled annually.	40	40	40	40

Notes:

1. The Division met the performance goal in FY 2021 with 35% of staff time being spent on Capital Improvement Project activities and anticipates meeting the performance goal in FY 2022 and FY 2023.
2. The Division met 100% of its goal in FY 2021 to review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards and anticipates meeting the performance goal in FY 2022 and 2023.
3. The Division met the performance goal with an average of five days review time for subdivision plats and anticipated meeting the performance goal in FY 2022 and 2023.
4. Leon County has 40 water bodies that are sampled annually by the Division.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

## Engineering Services (106-414-541)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	3,505,922	3,849,018	3,942,864	8,060	3,950,924	4,065,768
Operating	246,825	526,610	547,030	-	547,030	547,443
Capital Outlay	-	-	-	50,000	50,000	-
Total Budgetary Costs	3,752,748	4,375,628	4,489,894	58,060	4,547,954	4,613,211

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
106 Transportation Trust	3,752,748	4,375,628	4,489,894	58,060	4,547,954	4,613,211
Total Revenues	3,752,748	4,375,628	4,489,894	58,060	4,547,954	4,613,211

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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	2.00	2.00	-	2.00	2.00
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
MEP Engineer	-	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Customer Support Engineer	1.00	1.00	1.00	-	1.00	1.00
Sr. Design Engineer	3.00	3.00	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	2.00	-	2.00	2.00
Engineering Technician	-	-	1.00	-	1.00	1.00
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
Sr. Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Facilities Project Coordinator	1.00	-	-	-	-	-
Engineer Intern	2.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	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	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
Design Engineer	-	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
Sr. Administrative Associate	2.00	2.00	2.00	-	2.00	2.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	36.00	37.00	37.00	-	37.00	37.00

The major variances for the FY 2023 Engineering Services budget are as follows:

## Increases to Program Funding:


1. Costs associated with the reclassification of a CAD Technician to an Engineering Technician (\$2,401) and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$5,659.
2. Vehicle coverage costs associated with higher insurance rates.
3. \$10,100 in fuel and oil costs.
4. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.
5. \$3,042 to fund estimated higher vehicle repairs.
6. Capital Outlay to replace survey equipment at the end of its life cycle.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works




### Fleet Maintenance (505-425-591)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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 by request on vehicles owned by the Constitutional Officers excluding the Sheriff's Department.</li> <li>2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment.</li> <li>3. Procure parts and supplies needed for repairs.</li> <li>4. Provide road and field service repairs on stationary equipment and disabled vehicles.</li> <li>5. Repair and maintain computerized Mosquito Control fogging units.</li> <li>6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage.</li> <li>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.</li> <li>8. Provide total in house management of fuel reporting system.</li> <li>9. Coordinate collision repairs as well as vandalism, theft and wrecker service.</li> <li>10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy.</li> <li>11. Implement and maintain total cost concept buying on heavy equipment.</li> <li>12. Coordinate, maintain and repair Emergency Medical Services fleet including all ambulances.</li> </ol>
<b>Statutory Responsibilities</b>	<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>
<b>Advisory Board</b>	None

FY 2022-2026 Strategic Plan						
Bold Goals & Five Year Targets		FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
	Increase the number of fully electric vehicles in the County's fleet by 500% (T8)	0%	125%	TBD	TBD	TBD

## Notes:

1. Leon County's ISAP establishes a goal to convert 30% of the light duty vehicles in the County's fleet to fully electric by FY 2030. To stay on track to accomplish this goal, the County will need to increase the number of fully electric vehicles in its fleet by 500%, for a total of 25 vehicles by FY 2026. Due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the County is still waiting on the arrival of electric vehicles ordered in FY 2021. Notwithstanding this, staff anticipates achieving a 125% increase of the County's fleet of electric vehicles by FY 2023 and continuing its progress in achieving an increase of 500% through the remainder of the five-year plan.
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Hourly Shop Rate (Light Equipment)	\$80.00	\$155.18 <sup>1</sup>
	Hourly Shop Rate (Heavy Equipment)	\$80.00	\$146.67 <sup>2</sup>
	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72% <sup>3</sup>





## Benchmark Sources:

1. Based on March 2022 survey of Local Vendor Hourly Labor Cost: Dale Earnhardt Chevrolet - \$154.88; Dale Earnhart Buick GMC - \$154.88, Boulware Toyota - \$154.95, and Tallahassee Ford - \$156.00
2. Based on March 2022 survey of Local Vendor Hourly Labor Cost: Beard Equipment - \$145.00, Nextran - \$160.00, and Ring Power - \$135.00
3. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2022.
- 4.



## »» Department of Public Works

### Fleet Maintenance (505-425-591)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Number of chargeable hours. <sup>1</sup>	5,198	4,788	5,500	5,500
	Number of preventative maintenance services performed. <sup>2</sup>	1,156	1,022	1,000	1,000
	Number of alternative fuel vehicles purchased. <sup>3</sup>	3	1	3	10
	Number of average miles per gallon for hybrid vehicles. <sup>4</sup>	26.47	26.13	29	30

Notes:

1. The number of chargeable hours decreased for FY 2021 due to less miles driven as a result of more staff working from home and more services being offered virtually because of COVID-19. The division anticipates a return to normal for FY 2022 and FY 2023.
2. The Division performed 1,022 preventative maintenance services in FY 2021 exceeding the performance goal of 1,000. The division anticipates level services for FY 2022 and FY 2023.
3. The Division continues to increase the number of alternative fuel vehicles purchased to meet the County's long-term goal of reducing petroleum consumption. The Division anticipates delivery of three electric vehicles and two hybrids in FY 2022 and anticipates purchasing 10 alternative fuel vehicles in FY 2023.
4. The average mile per gallon (MPG) for hybrid vehicles is currently 26.13. The Division anticipates an increase in average miles per gallon for hybrid vehicles in FY 2022 and FY 2023 as the County increases the number of hybrid vehicles added to the fleet.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Public Works

## Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	Budget
Personnel Services	521,393	502,300	600,534	645	601,179	619,752
Operating	2,294,999	2,335,705	2,452,155	341,750	2,793,905	2,809,516
Capital Outlay	4,799	-	-	-	-	-
Total Budgetary Costs	2,821,192	2,838,005	3,052,689	342,395	3,395,084	3,429,268

Funding Sources	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	Budget
505 Motor Pool	2,821,192	2,838,005	3,052,689	342,395	3,395,084	3,429,268
Total Revenues	2,821,192	2,838,005	3,052,689	342,395	3,395,084	3,429,268

Staffing Summary	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	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	1.00	1.00	1.00	-	1.00	1.00
Sr. Equipment Mechanic	4.00	4.00	4.00	-	4.00	4.00
Sr. Administrative Associate	1.00	-	-	-	-	-
Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	8.00	8.00	-	8.00	8.00

The major variances for the FY 2023 Fleet Management 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$645.
2. \$9,775 to fund estimated higher vehicle repairs.
3. Fleet fuel supply in the amount of \$341,750 associated with the rising fuel costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

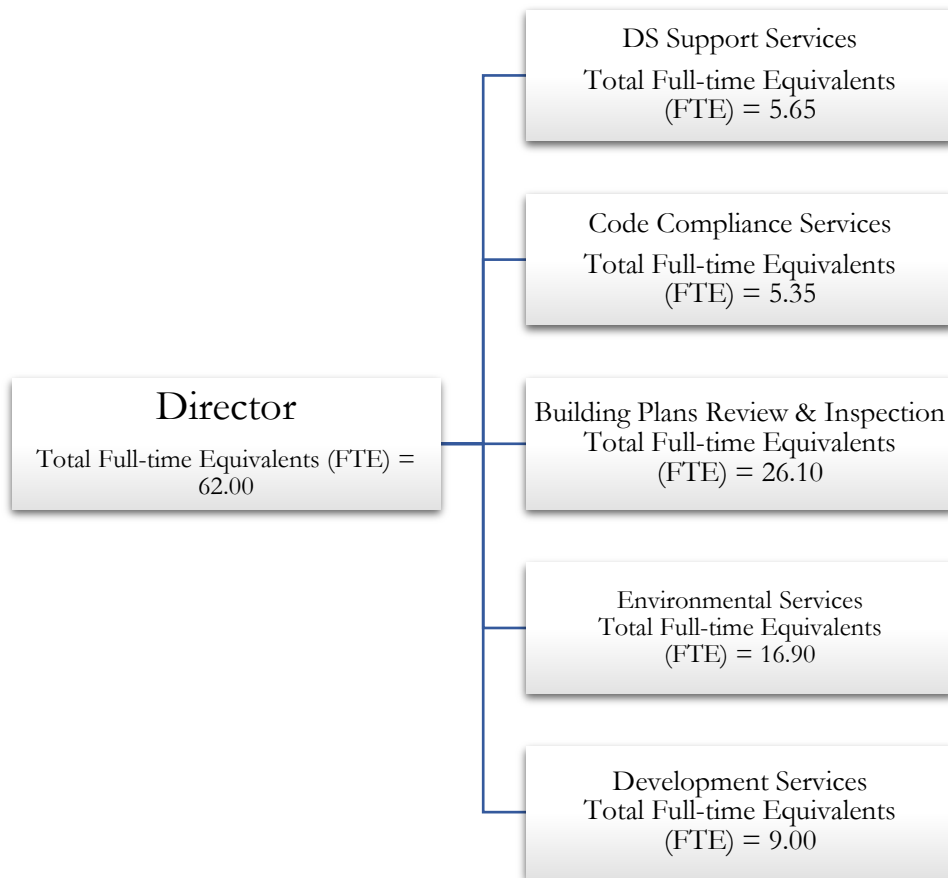
**»» Department of Development Support & Environmental Management  
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# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Development Support & Environmental Management Organizational Chart



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Department of Development Support & Environmental Management Executive Summary

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2023 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.

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:**

During the first half of FY 2022, Development Services processed 210 Permitted Use Verifications (PUV) and Residential Compliance Certificates (RCC), 55 exempt development applications, 32 site and development plans, 1,422 zoning compliance determinations for residential developments, and 24 concurrency certificates. The number of PUV applications and zoning compliance reviews has decreased, likely due to uncertainty in the economy and difficulty in obtaining materials. The Division also facilitated Land Development Code (LDC) amendments including an Electric Vehicle Readiness Ordinance, an overhaul to the Sign Code, as well as updates to the Transitional Residential Facilities provisions and creation of an Inclusionary Housing Ordinance.

### **Support Services:**

During the first half of FY 2022, Support Services assisted approximately 3,500 walk-in customers and answered nearly 18,000 phone calls. These numbers indicate a decline from the previous year due to the public using technology more to access information via the DSEM website, more availability for the public to apply for permits online and enhanced customer service that has resulted in repeat customers calling staff's direct lines versus the main switchboard. Support Services staff also responded to internal and external public records requests, as well as provided responses to all Citizen Connect inquiries directed to the Department.

### **Environmental Services:**

During the first half of FY 2022, Environmental Services reviewed and approved 58 Natural Features Inventories, 149 site plans, 15 stormwater management facility (SWMF) operating permits, 1,480 single-family environmental permits, 234 SWMF operating permit renewals, 182 driveway applications, 210 permitted use verifications for environmental requirements and 122 environmental management permits. The Division also performed more than 5,500 environmental inspections. In addition to the Division's review and inspection duties, it facilitated significant revisions to the County's Closed Basin standards. Staff coordinated with community stakeholders to draft the Closed Basin Standards, which was approved by the Board.

## » Department of Development Support & Environmental Management Executive Summary

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### **Building Plans Review and Inspection:**

During the first half of FY 2022, BPRI reviewed and issued 2,749 building permits and conducted 14,064 inspections. The number of new single-family home permits (181) at the mid-point of FY 2022 is down 35% from the mid-point of FY 2021 (279). However, the current number falls in line with the 5-year average. In addition to permit review and inspection responsibilities, the division helped to implement a major reengineering project to the Accela permit processing system and finalized a new square footage-based BPRI flat fee schedule that was adopted by the Board.

### **Code Compliance Services:**

During the first half of FY 2022, Code Compliance Services investigated 290 code compliance inquiries, assigned 1,042 addresses, approved 29 new street names and verified 2,391 contractors' licenses. In addition, the Division staffed 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. The Division has also been facilitating a comprehensive update to the County's addressing ordinance and addressing policy manual.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Department of 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

##### ENVIRONMENT



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.

##### GOVERNANCE



G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.



G3 - Inform and engage citizens through multiple outreach platforms to ensure consistent, high-value, transparent communication on our most important issues.

##### QUALITY OF LIFE



Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.

#### STRATEGIC INITIATIVES

##### GOVERNANCE

- (G3) Further enhance the use of social media neighborhood apps to notify citizens of development projects occurring in their neighborhoods. (2022-40)

#### ACTIONS

##### GOVERNANCE

- Coordinated with CMR to implement the notification of development project meetings through the NextDoor application online. (Ongoing)

## BOLD GOALS & 5-YEAR TARGETS



**Target:** Offer 100% online permitting for licensed contractors, engineers, and architects. (T15)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
% Online Permitting	25%	100%	TBD	TBD	TBD	100%

Notes: In recent years, the County has reduced average permitting times in large part due to the launch of new permitting software which allows licensed contractors, engineers, and architects to complete most of the permitting process online. However, several steps of the process are still paper based including most applications and associated support materials. Since the start of FY 2022, the County's transition to a 100% online permitting process has been underway with the first of three transition components to be completed by June 2022. The remaining components are anticipated to be completed next spring, putting the County on track to complete this target by FY 2023.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,717,444	5,268,344	5,605,772	34,594	5,640,366	5,813,551
Operating	282,081	492,318	500,459	-	500,459	501,143
Capital Outlay	2,883	-	-	-	-	-
Total Budgetary Costs	5,002,408	5,760,662	6,106,231	34,594	6,140,825	6,314,694

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Customer Engagement Services	101,772	-	-	-	-	-
DS Support Services	369,647	594,280	586,938	-	586,938	605,283
Code Compliance Services	463,024	533,698	534,985	588	535,573	549,068
Building Plans Review & Inspection	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979
Environmental Services	1,557,907	1,733,819	1,893,757	8,715	1,902,472	1,955,208
Development Services	667,547	755,902	854,870	22,969	877,839	902,156
Total Budget	5,002,408	5,760,662	6,106,231	34,594	6,140,825	6,314,694

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
120 Building Inspection	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979
121 Development Support & Environmental Management Fund	2,974,647	3,417,019	3,658,411	28,990	3,687,401	3,790,171
125 Grants	185,251	200,680	212,139	3,282	215,421	221,544
Total Revenues	5,002,408	5,760,662	6,106,231	34,594	6,140,825	6,314,694

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Building Plans Review & Inspection	24.45	24.95	26.10	-	26.10	26.10
Code Compliance Services	5.50	5.50	5.35	-	5.35	5.35
Customer Engagement Services	2.25	-	-	-	-	-
Development Services	9.00	8.00	8.00	-	8.00	8.00
DS Support Services	3.90	6.65	5.65	-	5.65	5.65
Environmental Services	16.90	16.90	16.90	-	16.90	16.90
Total Full-Time Equivalents (FTE)	62.00	62.00	62.00	-	62.00	62.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Development Services	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 2023 TENTATIVE BUDGET

**»»» Department of Development Support & Environmental Management**
**Customer Engagement Services (121-426-537)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	100,157	-	-	-	-	-
Operating	1,615	-	-	-	-	-
Total Budgetary Costs	101,772	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Management Fund	101,772	-	-	-	-	-
Total Revenues	101,772	-	-	-	-	-
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Chief Dev. Resources Officer	0.75	-	-	-	-	-
Permit Processing Supervisor	0.25	-	-	-	-	-
Permit Technician	0.75	-	-	-	-	-
Sr. Administrative Associate	0.50	-	-	-	-	-
Total Full-Time Equivalents (FTE)	2.25	-	-	-	-	-

In FY 2022, the Customer Engagement Services division was realigned within DSEM for organizational efficiency and to streamline management oversight. Under this reorganization, DS Support Services will assume all responsibilities relating to customer engagement and support.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

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**Code Compliance Services Summary**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	404,867	444,821	445,534	588	446,122	459,582
Operating	58,157	88,877	89,451	-	89,451	89,486
Total Budgetary Costs	463,024	533,698	534,985	588	535,573	549,068

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Code Compliance Services (121-423-537)	463,024	533,698	534,985	588	535,573	549,068
Total Budget	463,024	533,698	534,985	588	535,573	549,068

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Mana	463,024	533,698	534,985	588	535,573	549,068
Total Revenues	463,024	533,698	534,985	588	535,573	549,068



<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Code Compliance Services	5.50	5.50	5.35	-	5.35	5.35
Total Full-Time Equivalent (FTE)	5.50	5.50	5.35	-	5.35	5.35

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET



## » Department of Development Support & Environmental Management

### Code Compliance Services (121-423-537)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide administrative support for the Code Enforcement Board; Contractors Licensing Board; and Nuisance Abatement Board.</li> <li>2. Coordinate Code processing through the Code Compliance Program.</li> <li>3. Coordinate and promote Code compliance through educational efforts.</li> <li>4. Provide an initial point of contact to customers for all matters regarding addressing and street naming.</li> <li>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.</li> <li>6. Coordinate activities for the Compliance Certification Letter to research and process open code violations and lien research requests.</li> <li>7. Coordinate the streamlined Nuisance Abatement Process as outlined in Chapter 14 consistent with applicable Florida Law.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	County's Contractors Licensing Board; Code Enforcement Board; Nuisance Abatement Board; Leon County/City of Tallahassee Addressing Steering Committee

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark*
	Code compliance cases brought into compliance as a % of open cases (333 cases)	41%	55.6%
	Code compliance cases brought into compliance as a % of all cases (814 total)	68%	73.1%

\*International City/County Management Association Comparable Performance Measurement

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
	Percentage of Code Enforcement Board orders prepared and executed within 10 working days. <sup>1</sup>	62/100%	76/100%	90/100%	100/100%
	Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code. <sup>2</sup>	2,039	2,405	2,500	2,600

Notes:

1. In FY 2021, there were 76 Code Enforcement Board orders filed within the required 10 working days. This slight increase represents the gradual progression to conduct public hearings while practicing social distancing due to COVID-19. The FY 2022 and FY 2023 estimates forecast a return to a normal range.
2. The FY 2021 figure shows a slight increase, consistent with the increase in single-family home building permits. This trend continues in FY 2022 and FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Code Compliance Services - Code Compliance Services (121-423-537)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	404,867	444,821	445,534	588	446,122	459,582
Operating	58,157	88,877	89,451	-	89,451	89,486
Total Budgetary Costs	463,024	533,698	534,985	588	535,573	549,068

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Management Fund	463,024	533,698	534,985	588	535,573	549,068
Total Revenues	463,024	533,698	534,985	588	535,573	549,068

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Code Compliance Supervisor	0.75	0.75	0.75	-	0.75	0.75
Dir of Permit & Code Services	1.00	1.00	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	2.00	1.75	-	1.75	1.75
Compliance Services Technician	0.50	-	-	-	-	-
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Building Inspection Supervisor	-	-	0.10	-	0.10	0.10
Compliance Board Coordinator	0.25	0.25	0.25	-	0.25	0.25
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Compliance Services Technician	-	-	0.50	-	0.50	0.50
Sr. Administrative Associate	-	0.50	-	-	-	-
Total Full-Time Equivalents (FTE)	5.50	5.50	5.35	-	5.35	5.35

The major variances for the FY 2023 Code Compliance Services 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$588. Increases are offset by the realignment of 0.15 FTE's to Building Plans Review & Inspection based on workload distribution within DSEM.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Department of Development Support & Environmental Management

### Support Services (121-424-537)

<b>Goal</b>	The Support Services Division provides administrative direction and support for all Divisions within the Department of Development Support and Environmental Management (DSEM). Staff serve as the initial point of contact for walk-in and telephone customers, all internal and external records requests, issuance of Certificates of Occupancy and Completion, and DSEM-related Citizen Connect inquiries.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide an initial point of contact for walk-in customers and direct to the appropriate staff for assistance.</li> <li>2. Direct all incoming telephone calls to the appropriate staff for assistance.</li> <li>3. Direct Citizen Connect inquiries to the appropriate staff for resolution, and track assignments until completed.</li> <li>4. Provide department-wide direction, coordination, and support to divisions and programs.</li> <li>5. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports.</li> <li>6. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc.</li> <li>7. 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.</li> <li>8. 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.</li> <li>9. Provide staffing for DSEM related Board-appointed citizen's committees, including but not limited to Advisory Committee on Quality Growth, Board of Adjustment and Appeals and the Science Advisory Committee.</li> <li>10. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM site plan review and permitting-related documents.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee for Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Number of walk-in customers	4,026	4,169	3,500	3,500
	Number of telephone calls processed through the main switchboard	19,386	20,201	18,000	18,000

## Notes:

1. The number of walk-in customers is anticipated to continue to decrease as DSEM works to attain the Bold Goal of offering 100% online permitting in the next five years.
2. The anticipated decrease in number of telephone calls processed is due to several factors: the enhancements to the DSEM website to make it more user-friendly, the implementation of the "text to inspect" service, which allows customers to text inspection requests, and the noted increase in more direct line phone calls that are not being processed through the main switchboard.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## DS Support Services (121-424-537)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	353,634	556,974	547,593	-	547,593	565,938
Operating	14,964	37,306	39,345	-	39,345	39,345
Capital Outlay	1,049	-	-	-	-	-
Total Budgetary Costs	369,647	594,280	586,938	-	586,938	605,283

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Management Fund	369,647	594,280	586,938	-	586,938	605,283
Total Revenues	369,647	594,280	586,938	-	586,938	605,283

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. of DSEM	0.90	0.90	0.90	-	0.90	0.90
Chief Dev. Resources Officer	-	0.75	0.75	-	0.75	0.75
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Records Technician		1.00	-	-	-	-
Operations Analyst	0.50	0.50	0.50	-	0.50	0.50
Sr. Administrative Associate	1.00	2.00	2.00	-	2.00	2.00
Administrative Associate	0.50	0.50	0.50	-	0.50	0.50
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.90	6.65	5.65	-	5.65	5.65

The major variances for the FY 2023 DS Support Services budget are as follows:

## Decreases to Program Funding:

1. Personnel costs due to realignment of a Records Technician position to Building Plans Review & Inspection. This decrease is offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## Increases to Program Funding:

1. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

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**Building Plans Review & Inspection Summary**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,727,961	1,923,169	2,016,497	2,322	2,018,819	2,083,409
Operating	113,374	219,794	219,184	-	219,184	219,570
Capital Outlay	1,175	-	-	-	-	-
Total Budgetary Costs	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Building Plans Review and Inspection (120-220-524)	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979
Total Budget	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
120 Building Inspection	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979
Total Revenues	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Building Plans Review and Inspection	24.45	24.95	26.10	-	26.10	26.10
Total Full-Time Equivalent (FTE)	24.45	24.95	26.10	-	26.10	26.10



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Department of Development Support & Environmental Management

### Building Plans Review & Inspection (120-220-524)

<b>Goal</b>	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 and training.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Process permit applications and collect permit fees.</li> <li>2. Review building plans and permit applications for all proposed new, existing, renovated, additions, and alterations for construction projects, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, County's Code of Laws Chapter 5 Building Code, and the Florida Building Code for Floodplain compliance in concert with the County's Floodplain Management Ordinance requirements.</li> <li>3. Inspect all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements related to the installation and set-up.</li> <li>4. Inspect all new, existing, renovated, additions, and alterations for construction projects, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance.</li> <li>5. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements and Florida Building Code Floodplain requirements.</li> <li>6. Provide daily, on demand building plans review and inspection service advisor assistance to the public.</li> <li>7. Provide the Board, upon request, with recommendations and professional assistance regarding all matters relating to building plans review and approval, construction regulations, and building inspections.</li> <li>8. Provide technical support to the Leon County Code Enforcement, Contractors' Licensing, Examination Board, and the Board of Adjustment and Appeals, and other County, City, and State agencies for construction code requirements, permitting, and related management decisions.</li> <li>9. Division Director participates on the COOP Planning Team and serves as Facilities Manager.</li> <li>10. The Division must manage the private provider process for plan review and inspections, which accounts for about 40% of the permit fee collected for administrative work to be performed in the management of the permit and permitting process.</li> <li>11. Makes recommendations to Leon County Commissioners with updates and revisions to the Leon County's Code of Laws that regulate the permitting, plan review and inspection processes.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Mechanical Code; Leon County Code of Laws, Chapter 5; Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; Florida 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 - 553.998; Florida Accessibility Code; & F.S., Chapter 553.45 - 553.495; Contractor Licensing - (LCCOL) Section 5-(5-3.01 - 5.3.31); Swimming Pool Code - Section 5 (5-2.19); Florida/County Mobile Homes Installation, Section 5-(5.2.11 - 5-2.18); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code - Life Safety; F.S., Chapter 633.025 & Chapter 553.895; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713; 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; Property Maintenance Code - (LCCOL) Section 5 - (5-4.01 - 5-4.12); Tiny Houses - (LCCOL) Section 5 - (5-2.10 (a - f)); Regulations for the Practice of Building Code Administration and Inspection - F.S. Chapter 468.
<b>Advisory Board</b>	Leon County Contractor Licensing Board; Code Enforcement Board; Board of Adjustment and Appeals

## » Department of Development Support & Environmental Management

Benchmarking							
Strategic Priorities	Permit Review & Time Frames <sup>1</sup>	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Building Plans Review & Inspection
	2019 Actual	29	20	9	42	25	17
	2020 Actual	19	11	8	40	26	14
	2021 Actual	17	9	8	35	22	13
	2022 Estimate	13	5	8	36	22	14
	2023 Estimate	12	5	7 <sup>2</sup>	35	22	13 <sup>2</sup>
	Internal Benchmark <sup>3</sup>	21	13	8	39	24	15

Notes:

- Review times are based on business days and include both staff and applicant/consultant holding periods. Building, Environmental and septic permit applications are reviewed concurrently.
- The upcoming implementation of the DigEplan software should reduce staff days by increasing efficiencies in the permit application and review process.
- The internal benchmark is based on Leon County averages of reported data from FY 2019 to FY 2021.

FY 2022-2026 Strategic Plan						
Bold Goals & Five-Year Targets	FY 2022 Estimate <sup>2</sup>	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
Offer 100% online permitting for licensed contractors, engineers, and architects. (T15) <sup>1</sup>	25%	100%	TBD	TBD	TBD	100%

Notes:

- In recent years, the County has reduced average permitting times in large part due to the launch of new permitting software which allows licensed contractors, engineers, and architects to complete most of the permitting process online. However, several steps of the process are still paper based including most applications and associated support materials. Since the start of FY 2022, the County's transition to a 100% online permitting process has been underway with the first of three transition components to be completed by June 2022. The remaining components are anticipated to be completed next spring, putting the County on track to complete this target by FY 2023.
- Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Number of building inspections performed. <sup>1</sup>	26,586	31,411	28,100	28,100
	Percentage of inspections completed on time. <sup>2</sup>	100%	100%	100%	100%
	Percentage of permit requests completed within 30 days. <sup>3</sup>	100%	100%	100%	100%
	Building inspections per day per inspector. <sup>4</sup>	19	20	17	17
	Plan reviews per plans examiner per day. <sup>5</sup>	8	9	8	8
	Number of permits issued and processed <sup>6</sup>	5,796	6,598	5,600	5,600
	Total application review fees received (millions) <sup>7</sup>	\$3.50	\$5.10	\$4.17	\$3.93

Notes:

- The forecasted decrease in the number of inspections performed in FY 2022 and FY 2023 is due to stabilization of growth in permitting activity.
- In FY 2022 and FY 2023, the percentage of inspections completed on time are expected to remain consistent with the previous fiscal years.
- In FY 2022 and FY 2023, the percentage of permit requests completed within 30 days is expected to remain consistent with the previous years.
- The number of building inspections per day per inspector is expected to decrease in FY 2022 and FY 2023 due to the reduction in the number of permits issued.
- The anticipated FY 2022 and FY 2023 decrease in the number of plan reviews per plans examiner per day is due to stabilization of growth in permitting activity.
- The number of building permits issued is expected to decrease in FY 2022 and FY 2023 due to stabilization of growth in permitting activity, falling back in line with the 5-year average.
- The total review fees received is anticipated to slightly decrease due to stabilization of growth in permitting activity.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

**Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,727,961	1,923,169	2,016,497	2,322	2,018,819	2,083,409
Operating	113,374	219,794	219,184	-	219,184	219,570
Capital Outlay	1,175	-	-	-	-	-
Total Budgetary Costs	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
120 Building Inspection	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979
Total Revenues	1,842,510	2,142,963	2,235,681	2,322	2,238,003	2,302,979

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. of DSEM	0.10	0.10	0.10	-	0.10	0.10
Dir. of Bldg Plans Rev & Inspec	1.00	1.00	1.00	-	1.00	1.00
Building Plans Review Admin	1.00	1.00	1.00	-	1.00	1.00
Chief Dev. Resources Officer	0.25	0.25	0.25	-	0.25	0.25
Code Compliance Supervisor	0.25	0.25	0.25	-	0.25	0.25
Sr Environmental Engineer	0.10	0.10	-	-	-	-
Building Plans Reviewer	3.00	3.00	3.00	-	3.00	3.00
Environmental Inspection Supv.	-	-	0.10	-	0.10	0.10
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Senior Compliance Specialist	1.00	1.00	1.25	-	1.25	1.25
Compliance Services Technician	0.50	-	-	-	-	-
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Building Inspector	7.00	8.00	8.00	-	8.00	8.00
Building Inspection Supervisor	1.00	1.00	0.90	-	0.90	0.90
Compliance Board Coordinator	0.75	0.75	0.75	-	0.75	0.75
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Records Technician	1.00	-	1.00	-	1.00	1.00
Permit Processing Supervisor	0.75	1.00	1.00	-	1.00	1.00
Operations Analyst	0.50	0.50	0.50	-	0.50	0.50
Compliance Services Technician	-	-	0.50	-	0.50	0.50
Permit Technician	2.25	3.00	3.00	-	3.00	3.00
Sr. Administrative Associate	1.50	1.50	1.00	-	1.00	1.00
Administrative Associate	0.50	0.50	0.50	-	0.50	0.50
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	24.45	24.95	26.10	-	26.10	26.10

The major variances for the FY 2023 Building Plans Review and Inspection 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$2,322 and the realignment of 1.15 FTE's based on workload distribution within DSEM.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

### Environmental Services Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,499,099	1,653,230	1,811,221	8,715	1,819,936	1,872,427
Operating	58,149	80,589	82,536	-	82,536	82,781
Capital Outlay	659	-	-	-	-	-
Total Budgetary Costs	1,557,907	1,733,819	1,893,757	8,715	1,902,472	1,955,208

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
DEP Storage Tank (125-866-524)	185,251	200,680	212,139	3,282	215,421	221,544
Environmental Services (121-420-537)	1,372,656	1,533,139	1,681,618	5,433	1,687,051	1,733,664
Total Budget	1,557,907	1,733,819	1,893,757	8,715	1,902,472	1,955,208

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Mana	1,372,656	1,533,139	1,681,618	5,433	1,687,051	1,733,664
125 Grants	185,251	200,680	212,139	3,282	215,421	221,544
Total Revenues	1,557,907	1,733,819	1,893,757	8,715	1,902,472	1,955,208







<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Environmental Services	14.90	14.90	14.90	-	14.90	14.90
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	16.90	16.90	16.90	-	16.90	16.90

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of Development Support & Environmental Management

### Environmental Services (121-420-537)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans.</li> <li>5. Implement the stormwater facility maintenance and operating permit program.</li> <li>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.</li> <li>7. Implement single family permit reviews, including flood letter review and flood protection notification, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features, lot-to-lot drainage issues, and driveway connection permit review.</li> <li>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.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	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							
Strategic Priorities	Permit Review Time Frames <sup>1</sup>	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Environmental Services
	FY 2019 Actual	32	18	14	30	21	8
	FY 2020 Actual	33	19	14	29	21	8
	FY 2021 Actual	23	13	10	26	19	7
	FY 2022 Estimate	35	26 <sup>2</sup>	9	26	18	8
	FY 2023 Estimate	35	26 <sup>2</sup>	9	26	18	8
	Internal Benchmark <sup>3</sup>	30	17	13	28	20	8

## Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.
2. The increase in applicant days is due to larger projects being submitted that require specific engineering data that is not provided in the initial application, resulting in sometimes multiple re-submittals being required.
3. The internal benchmark is based on Leon County averages of reported data from FY 2019 to FY 2021.

## » Department of Development Support & Environmental Management

### Environmental Services (121-420-537)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Number of Natural Features Inventory (NFI) application reviews. <sup>1</sup>	53	56	58	55
	Number of site plan reviews (environmental impacts). <sup>2</sup>	121	175	149	137
	Number of stormwater operating permits reviews. <sup>3</sup>	34	30	15	15
	Number of environmental service advisor clients. <sup>4</sup>	1,165	940	828	850
	Number of single-family lot Environmental Permit Application reviews. <sup>5</sup>	1,600	1,484	1,480	1,500
	Number of driveway application reviews. <sup>6</sup>	105	284	182	150
	Number of stormwater operating permit renewals completed within the 3-year renewal cycle. <sup>7</sup>	242	261	234	239
	Number of environmental compliance Plans Review, and Inspections completed on an annual basis consistent with established guidelines. <sup>8</sup>	7,536	7,264	5,706	6,100
	Number of Environmental Management Act permits issued within the time frame designated by Ordinance. <sup>9</sup>	107	116	122	115
	Number of Permitted Use Verifications & Residential Compliance Cert. reviews. <sup>10</sup>	247	218	210	195
	Number of Science Advisory Committee meetings administered. <sup>11</sup>	4	5	5	5

Notes:

- NFI totals for FY 2022 and FY 2023 are expected to remain relatively consistent with previous fiscal years.
- The number of environmental impact reviews associated with site plans increased in FY 2021 and is expected to decline in FY 2022 and FY 2023 due to stabilization of growth in development activity.
- The operating permit reviews are dependent on the timing of the construction project completion. FY 2022 and FY 2023 are projected to decline due to stabilization of growth in development activity.
- The number of service advisor clients decreased in FY 2021 as more information was placed in the county's Floodplain website. This trend is expected to continue in FY 2022 and FY 2023.
- Single-family applications have remained relatively level due to consistency in the single-family market.
- The driveway applications decrease is consistent with the decrease of single-family building permits with access to county-maintained roadways.
- Operating permit renewals are based on a three-year cycle and are projected to experience a slight decrease from the previous fiscal years due to stabilization of growth in development activity.
- The decrease in environmental inspections correlates to the projected stabilization of growth in development activity.
- Environmental permit applications increased in FY 2021, associated with the high number of site plans that were approved last year. FY 2022 and FY 2023 estimates forecast marginal growth, followed by stabilization.
- The PUV and RCC reviews slightly decreased in FY 2021, correlating with the uncertainty in the market. This trend is forecasted to continue in FY 2022 and FY 2023.
- The number of meetings is projected to remain consistent with previous years, as the group focuses on meeting only when there are items to discuss.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Environmental Services - Environmental Services (121-420-537)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,321,901	1,467,888	1,609,289	5,433	1,614,722	1,661,130
Operating	50,096	65,251	72,329	-	72,329	72,534
Capital Outlay	659	-	-	-	-	-
Total Budgetary Costs	1,372,656	1,533,139	1,681,618	5,433	1,687,051	1,733,664

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Management Fund	1,372,656	1,533,139	1,681,618	5,433	1,687,051	1,733,664
Total Revenues	1,372,656	1,533,139	1,681,618	5,433	1,687,051	1,733,664

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Sr Environmental Engineer	2.90	1.90	2.00	-	2.00	2.00
Environmental Inspection Supv.	1.00	1.00	0.90	-	0.90	0.90
Env. Review Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Compliance Spec.	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. Env. Compliance Spec. Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Biologist	-	1.00	1.00	-	1.00	1.00
Sr. Env. Review Biologist	1.00	1.00	-	-	-	-
Sr. Env. Review Biologist	1.00	1.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	14.90	14.90	14.90	-	14.90	14.90

The major variances for the FY 2023 Environmental Services 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$5,433 associated with the reclassification of an Environmental Review Biologist to Senior Environmental Review Biologist.
3. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.
4. \$2,275 for increased fuel and oil costs.
5. Vehicle coverage costs associated with higher insurance rates.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Department of Development Support & Environmental Management

### DEP Storage Tank (125-866-524)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Wakulla and Jefferson Counties.</li> <li>2. Perform installation inspections of new petroleum equipment at new and existing facilities.</li> <li>3. Perform site inspections for tank removals and abandonments.</li> <li>4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate.</li> <li>5. Provide assistance to citizens and consultants concerning petroleum storage tanks.</li> <li>6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden, Wakulla and Jefferson Counties.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	N/A

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Percent of regulated facilities inspected with Leon County.*	100%	100%	100%	100%
	Percent of requests for customer assistance responded to within contract guidelines.	100%	100%	100%	100%
	Percent of regulated facilities inspected. <sup>1</sup>	50%	50%	50%	50%

Notes:

1. Grant program expenditures for Emergency Management and the Storage Tank Program are greater than the grant allocations, which require increasing the general revenue transfer to maintain program service levels. Since 2012, the Board has allocated additional funding for the Storage Tank Program to ensure all local petroleum facilities are inspected on an annual basis, which is more than the Florida Department of Environmental Protection's 50% requirement.
2. 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 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

**Environmental Services - DEP Storage Tank (125-866-524)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	177,198	185,342	201,932	3,282	205,214	211,297
Operating	8,053	15,338	10,207	-	10,207	10,247
Total Budgetary Costs	185,251	200,680	212,139	3,282	215,421	221,544
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
125 Grants	185,251	200,680	212,139	3,282	215,421	221,544
Total Revenues	185,251	200,680	212,139	3,282	215,421	221,544
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Environmental Compliance Spec.	1.00	1.00	-	-	-	-
Sr. Env. Compliance Spec.	1.00	1.00	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 2023 DEP Storage Tank 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$3,282 associated with the reclassification of an Environmental Compliance Specialist to Senior Environmental Compliance Specialist.

Decreases to Program Funding:







1. Vehicle Coverage in the amount of \$5,670.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Department of Development Support & Environmental Management

### Development Services (121-422-537)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review.</li> <li>2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames.</li> <li>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.</li> <li>4. Review all new construction permits to ensure compliance with the applicable zoning and development standards.</li> <li>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.</li> <li>6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Code Enforcement Board; Parking Standards Committee; Tallahassee-Leon County Planning Commission

<b>Benchmarking</b>				
<b>Strategic Priorities</b>	<b>Site Plans Types</b> →	<b>Average time for review of ASAP<sup>1</sup>, Limited Partition, and Type A, B, C, D applications</b>		
		Total Days <sup>2</sup>	Applicant <sup>2</sup>	Development Services <sup>2</sup>
	Fiscal Year↓			
	2019 Actual	144	120	24
	2020 Actual	109	84	25
	2021 Actual <sup>3</sup>	52	35	17
	2022 Estimate <sup>4</sup>	134	109	25
	2023 Estimate <sup>5</sup>	103	80	23
	Internal Benchmark <sup>6</sup>	102	80	22

## Notes:

1. Administrative Streamlined Approval Process (ASAP) includes minor site plan reviews that require significantly fewer days to complete, resulting in a lower combined mean time for review.
2. 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.
3. The FY 2021 actuals are reflective of the continued efforts to implement procedural refinements to pre-submittal and application review meetings
4. The FY 2022 estimates are higher due to a few projects having multiple resubmittals to address deficiencies as well as other delays by the applicant likely due to the economic conditions.
5. The FY 2023 estimates forecast a return to a more normal range.
6. The internal benchmark is based on Leon County averages of reported data from FY 2019 to FY 2021.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Department of Development Support & Environmental Management

### Development Services (121-422-537)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D). <sup>1</sup>	50	57	32	30
	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code. <sup>2</sup>	97	82	55	50
	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days. <sup>3</sup>	247	228	210	195
	Number of zoning compliance determinations issued for residential development. <sup>4</sup>	1,619	1,875	1,422	1,400
	Number of Board of Adjustment and Appeals Requests. <sup>5</sup>	10	5	4	4
	Number of Concurrency Management Certificates issued, small and large projects. <sup>6</sup>	26	30	24	20
	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board. <sup>7</sup>	4	4	3	2
	Number of Land Development Code amendments by section recommended to the Board for approval. <sup>8</sup>	28	3	20	25

## Notes:

- The recent development trend indicates a decrease in site plan applications compared to the previous year due to stabilization of growth in permitting activity.
- The number of exempt applications saw a decrease in FY 2021 and is anticipated to continue on this trend due to the uncertainty in the market.
- The number of Permitting Use Verifications is forecasted to decrease in FY 2022 and FY 2023 due to uncertainty in the market.
- The decrease in the number of zoning compliance determinations in FY 2022 and FY 2023 corresponds to a similar trend in single-family residential permitting throughout FY 2022.
- The number of Board of Adjustment and Appeals Requests applications is slightly less than last year but consistent with historical trends. This measure is expected to remain consistent in the outyears.
- The number of Concurrency Management Certificates issued is slightly less than the previous fiscal year but in line with historical trends. FY 2022 and FY 2023 estimates show a decrease due to stabilization of growth in development activity.
- The number of Development Agreements reviewed & DRI Applications reviewed is generally consistent with the previous fiscal years. The slight decrease in the outyears is associated with stabilization of growth in development activity.
- The increase in LDC amendments from the previous fiscal year is the result of several new ordinances adopted by the Board which impacted multiple sections of the LDC. Outyears are expected to maintain this trend.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Development Services (121-422-537)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	631,725	690,150	784,927	22,969	807,896	832,195
Operating	35,822	65,752	69,943	-	69,943	69,961
Total Budgetary Costs	667,547	755,902	854,870	22,969	877,839	902,156

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
121 Development Support & Environmental Management Fund	667,547	755,902	854,870	22,969	877,839	902,156
Total Revenues	667,547	755,902	854,870	22,969	877,839	902,156

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. of Development Services	1.00	1.00	1.00	-	1.00	1.00
Development Services Admin. Planner II	1.00	1.00	1.00	-	1.00	1.00
Senior Planner	3.00	2.00	2.00	-	2.00	2.00
Concurrency Mgmt. Planner	2.00	2.00	2.00	-	2.00	2.00
Principal Planner	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	8.00	8.00	-	8.00	8.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Part-Time OPS Planning Intern	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 2023 Development Services 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$22,969.
2. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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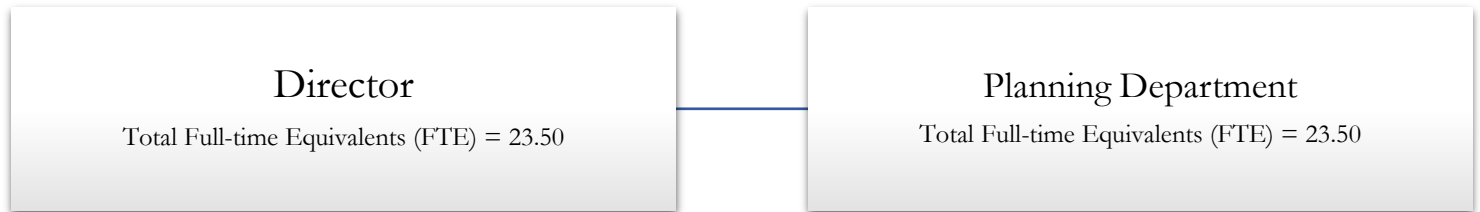
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Department of PLACE Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Department of PLACE

## Executive Summary

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The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2023 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, and compliance with Florida Statutes.

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. Both the City and County allocated \$150,000 each to hire a consultant to complete this process. The project is currently in the procurement stage with potential vendors responding to a request for proposals.

The City/County Urban Forester, a position added in 2017, led the update to the Canopy Roads Master Plan in FY 2019 and continues to work with the Canopy Roads Citizen Committee to implement it.

Year to date, a daily average of 486 pedestrians and cyclists cross 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 and coordinated with CRTPA on the bicycle and pedestrian master plan that identified projects that will be funded by Blueprint and other agencies.

The Blueprint 2020 program began on January 1, 2020. In preparation, the Intergovernmental Agency Board 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. Blueprint is proceeding with the implementation plan as directed by the Intergovernmental Agency Board, which is moving forward 33 infrastructure projects and subprojects, to construction by the end of FY 2025. Key projects include: Northeast Gateway: Welaunee Boulevard, Airport Gateway, Northeast Connector: 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. Simultaneously, Blueprint will continue to move toward completion of the remaining Blueprint 2000 program projects, including Capital Cascades Trail Segments 3 and 4 and Magnolia Drive Trail. These projects, once implemented, will provide over 22 miles of new or improved roadway, over 250 acres of new public space including 8 new public parks, over 80 miles of bicycle and pedestrian facilities, and will plant over 500 trees. These projects represent an investment of \$578 million into the Tallahassee-Leon County community.

The Office of Economic Vitality continues to research and track industry best practices and listen to the needs of existing businesses to best position Tallahassee-Leon County as Florida's Capital for Business. OEV recently completed its new strategic plan, which outlines the core economic strategies and tactics to implement over the next five years. This plan not only provides additional guidance to reflect the new economic landscape post-COVID, but also acknowledges previous initiatives already set in motion under the previous plan, and furthermore aligns directly with the County's strategic priorities. OEV is currently implementing a number of large-scale projects, which range from the recent business recruitment and expansion projects such as the Amazon recruitment project at I-10 and Mahan and the Danfoss Expansion at Innovation

Park, to sports tourism capital projects such as the TCC Sports Complex, FAMU Bragg Stadium, and FSU Doak Campbell Stadium. Capacity and support for these kind of projects are realized through OEV's Future Opportunity Leveraging Fund, and the Competitive Projects Fund. The establishment of the Big Bend Manufacturers Association by OEV provides a dynamic and comprehensive network to support local manufacturers, and induce growth for the sector in our region. OEV is supporting the funding for the purchase of heavy equipment simulators to be housed at the Leon County Library to help sustain the County's talent pipeline and provide an additional benefit for public and private sector organizations hiring machine operators. OEV supports local entrepreneurship through event sponsorships for community partners such as Domi Station, Leon County Research and Development Authority, Junior Achievement Big Bend, and Women Wednesdays. The operating budget for the Office of Economic Vitality/Minority, Women & Small Business Enterprise is located in the Non-operating department due to the direct payments to an organization which is governed by both the City and County.

The Office of Economic Vitality is working to support, and lead our respective communities through the developing innovative and meaningful programs and initiatives. Through the pandemic, the OEV is a keystone organization to drive the growth and vitality of Tallahassee-Leon County's economy.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 business with accurate information, creative solutions, effective planning recommendations and expertise in the areas of infrastructure and economic development.

### STRATEGIC PRIORITIES

#### ECONOMY



EC1 - Do well-designed public infrastructure which supports business, attracts private investment, and has long term economic benefits.



EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, job creation, workforce development, economic equity and mobility.



EC3 - Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.



EC4 - Grow our tourism economy, its diversity, competitiveness, and economic impact.

#### ENVIRONMENT



EN3 - Promote orderly growth and sustainable practices.

#### QUALITY OF LIFE



Q1 - Maintain and enhance our parks and recreational offerings and green spaces.



Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.

#### GOVERNANCE



G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.



G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

## STRATEGIC INITIATIVES

### ECONOMY

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1. (EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (2022-1)
2. (EC2) Implement the Economic Development Strategic Plan as adopted and revised by the Intergovernmental Agency. (2022-2)
3. (EC2) Implement the recommendations from the joint County/City disparity study to be completed in FY 2022. (2022-3)
4. (EC3) Continue to support the Magnetic Technologies Task Force in growing the cluster of research and businesses in the magnetic technologies industry. (2022-4)
5. (EC2, EC3) Collaborate with regional workforce and talent partners to connect companies and education institutions with training programs to inform, support, and recruit entry-level technology talent. (2022-9)
6. (EC1, EC4) Support the completion of the Fairgrounds Master Plan by Blueprint and, upon completion, effectuate the next steps for the redevelopment of the North Florida Fairgrounds. (2022-10)

### ENVIRONMENT

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

### QUALITY OF LIFE

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1. (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)
2. (Q5) Implement the recommendations of the Citizen's North Monroe Street Task Force to reduce crime and improve conditions along the North Monroe Corridor. (2022-30)

### GOVERNANCE

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1. (G5) Continue to support updates to the Comprehensive Plan that encourage annexation of southside properties within the Urban Services Area. (2022-41)
2. (G5) Pursue Federal funding to provide broadband to underserved rural communities. (2022-42)

## ACTIONS

### ECONOMY

1.
  - a) Blueprint Infrastructure produces Quarterly Project Reports providing updates on all active projects, as well as project snapshots which are updated monthly on the Blueprint website. (Ongoing)
  - b) Blueprint Intergovernmental Agency Board approved FY 2022 capital budget providing over \$90 million in funding to support 18 projects and including 6 leveraging opportunities: Monroe Adams crosswalks (public leveraging opportunity with FDOT), Southwood Trail (public leveraging opportunity with City), underground utilities along Harrison Street (public leveraging opportunity with City) and Tharpe Street (significant benefits funding) the Northeast Gateway (TRIP funding), and Airport Gateway (\$3 million from FSU). Projects funded by the FY 2022 that will begin construction in 2022 will provide over 12 miles of bicycle and pedestrian facilities. (Complete)
  - c) Held FY 2023 Budget Workshop with the IA Board; present proposed FY 2023 Capital Improvement Plan with draft project implementation schedule for Blueprint infrastructure projects. (In Progress)
2.
  - a) Adopted by the IA Board. (Ongoing)

- b) Present two updates to the Board annually, with the Mid-Year Update provided in February and the Annual Update provided in December. (In Progress)
- 3. Disparity Study Update in July 2022 (In Progress)
- 4. a) Meet with the Magnetic Task Force every six weeks to identify opportunities to further support the growth and commercialization of the magnetics sector through alignment with the magnetics industry and societal needs. (Ongoing)
  - b) Utilize the Magnetic Taskforce research-based guidance in identifying new economic development ventures and partnerships to generate growth in local magnetic technology assets, including opportunities to support a financially-viable, domestic source to replace rare earth material in the development of permanent magnets, the recycling of permanent magnets, and the growth of the electric vehicle (EV) charging technology. (Ongoing)
- 5. a) Hosted a roundtable discussion with Amazon Web Services regarding the training and certifications for in-demand technical and cloud platform skills offered through Amazon. (Complete)
  - b) Engage with Amazon Web Services regarding initiatives to increase and promote cloud computing platform skills training and certifications opportunities available locally. AWS is also pursuing partnerships with local higher education institutions for domain specific coursework. (In Progress)
- 6. Develop Master Plan for presentation to the IA Board at their December 2022 meeting. (In Progress)

## ENVIRONMENT

- 1. a) RFI for a land use consultant conducted and results presented to Board and City Commission. (Complete)
  - b) RFP for a land use consultant released and reviewed. (Complete)
  - c) Bids being reviewed and recommendations being prepared for Board and City Commission. (In Progress)
- 2. a) Status report on Phase 2A, which entails developing a Mobility Infrastructure Plan upon which new fees would be based. (In Progress)
  - b) Complete Phase 2A, which entails developing a Mobility Infrastructure Plan upon which new fees would be based. (In Progress)
  - c) Complete Phase 2B, which involves the development of necessary ordinances to implement the new fee system. (In Progress)

## QUALITY OF LIFE

- 1. a) Proposed FY 2023 Implementing the Greenways Master Plan Work Program was presented to the IA Board at their May 19, 2022 Budget Workshop. (Complete)
  - b) Pre-Construction efforts for Debbie Lightsey Nature Park and the Capital Circle Southwest Greenways are nearly complete. Construction is expected to begin in Q2 of 2022. (In Progress)
- 2. a) Develop a tracking mechanism to monitor the various recommendations in the Citizens North Monroe Street Task Force report. (In Progress)
  - b) Coordinate with various Departments across the County to implement recommendations in their respective areas. (In Progress)

## GOVERNANCE

- 1. a) Policies being developed as part of the Southside Action Plan. (In Progress)
  - b) Additional Policies to be developed as part of the Land Use Element Update. (In Progress)
- 2. a) Local Technology Planning Team will continue to engage Internet Service Providers to present their ideas and solutions to address gaps identified in the analysis of the existing local broadband network. (In Progress)
  - b) Agenda Item providing a status report on the efforts to develop a comprehensive Local Broadband Plan for Tallahassee-Leon County that will enable the community to take advantage of federal, state and other grant opportunities. (Complete)

## BOLD GOALS & 5-YEAR TARGETS



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

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
New Jobs	2,300	900	TBD	TBD	TBD	3,200
Entrepreneur Ventures	80	80	TBD	TBD	TBD	160

Note: An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



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

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Students Connected	3,400	750	TBD	TBD	TBD	4,150

Note: This only reflects the number of students connected to skilled job opportunities by the Office of Economic Vitality through the Leon Works Expo. Other program areas, such as Emergency Medical Services and Human Resources also connect students to skilled job opportunities.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



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

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

Note: At the time of the January 2022 Board Retreat, there were 580 certified minority, women, and small business enterprises (MWSBE) in Leon County. Since the start of FY 2022, OEV has increased this number by 32 for a total of 612 certified MWSBEs. Through continued outreach to new businesses and recertification of existing MWSBEs OEV anticipates achieving 20% of this five-year target by the end of FY 2022.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**



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

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL
Sidewalk/Greenway/Trail/Bike Lane Miles	1.35	5.45	TBD	TBD	TBD	6.8

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

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of PLACE

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	126,095	131,033	142,196	-	142,196	146,514
Grants-in-Aid	693,391	966,815	904,479	-	904,479	922,569
Total Budgetary Costs	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Planning Department	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
Total Budget	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
Total Revenues	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET






## »»» Department of PLACE

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

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

# » Department of PLACE

## Planning Department (001-817-515)















FY 2022-2026 Strategic Plan						
Bold Goals & Five-Year Targets	FY 2022 <sup>5</sup> Estimate	FY 2023 <sup>5</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>5</sup>
 Grow the job market by 10,000 new jobs. (T2) <sup>1</sup>	2,300	900	TBD	TBD	TBD	3,200
 Co-create 500 entrepreneur ventures. (T2) <sup>1</sup>	80	80	TBD	TBD	TBD	160
 Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>2</sup>	3,400	750	TBD	TBD	TBD	4,150
 Increase the number of certified MWSBE's by 30%. (T4) <sup>3</sup>	6%	6%	TBD	TBD	TBD	6%
 Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>4</sup>	1.35	5.45	TBD	TBD	TBD	6.8

### Notes:

1. An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis.
2. This only reflects the number of students connected to skilled job opportunities by the Office of Economic Vitality through the Leon Works Expo. Other program areas, such as Emergency Medical Services and Human Resources also connect students to skilled job opportunities.
3. At the time of the January 2022 Board Retreat, there were 580 certified minority, women, and small business enterprises (MWSBE) in Leon County. Since the start of FY 2022, OEV has increased this number by 32 for a total of 612 certified MWSBEs. Through continued outreach to new businesses and recertification of existing MWSBEs OEV anticipates achieving 20% of this five-year target by the end of FY 2022.
4. This only reflects the number of miles constructed by Blueprint. Other program areas, such as Parks & Recreation Services and Public Works Engineering, also contribute to this target.
5. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## »» Department of PLACE

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

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County) <sup>1</sup>	284	253	270	265
	Number of Rezonings, PUDs Reviewed (County & City)	23	17	22	18
	Number of Comprehensive Plan Amendments Analyzed and Processed (County & City) <sup>2</sup>	14	9	7	12
	Number of new dwelling units reviewed and/or approved (City and County)	1,268	1,497	1,400	1,200
	Number of Non-Residential sq. ft. reviewed or approved (City and County)	1,188,501	580,754	1,200,000	1,500,000
	Number of Planning Commission Public Hearings <sup>3</sup>	12	8	11	11
	Number of GIS Layers Maintained	48	50	48	48
	Number of public workshops/Listening sessions/Neighborhood meetings <sup>4</sup>	58	51	80	80
	Number of committee meetings (Ex: Canopy Road, Water Resources, Joint Bicycle Workgroup, etc.) <sup>5</sup>	75	30	65	65
	Number of CONA & ATN Meetings <sup>6</sup>	0	0	6	6
	Number of direct mail notices <sup>7</sup>	12,306	22,346	18,000	18,000
	Number of web postings or updates	237	263	200	200
	Number of Newspaper Advertisements (Average 2 – 3 per month) <sup>8</sup>	34	35	36	36
	Number of Site Layout and Urban Design Assistance projects <sup>9</sup>	237	140	195	195

Notes:

- The number of development applications received is driven by external economic factors due to the market demand in new development.
- The number of Comprehensive Plan Amendments to come before the Board for adoption in FY 2023 is anticipated to increase over FY 2022 based on pre-application meetings held to-date.
- Planning Commission Public Hearings are typically held monthly except January, which is generally reserved for the workshop on proposed Comprehensive Plan amendments. Public Hearings are not held if no rezoning or Comprehensive Plan amendment is proposed for a given month.
- The number of public workshops, listening sessions, and neighborhood meetings varies depending on the nature and quantity of projects and the request received from neighborhoods to attend or host meetings on these projects.
- The Frenchtown and Micosukee tasks were completed, resulting in fewer committee meetings in FY 2021. The number is expected to increase for FY 2022 and stay consistent moving into FY 2023 with Southside Action Plan.
- Meetings with neighborhood organizations such as CONA and ATN vary depending on the number of requests received from these groups to meet. It is anticipated that CONA and/or ATN will request an update from staff on the Land Use Element Update in FY 2022.
- The number of direct mail notices fluctuates because it is dependent upon the location of the application property and the number of properties within 1,000 ft. Direct notices may increase based on Board direction to prepare an agenda item on expanding notification for large scale map amendments.
- The number of newspaper advertisements may change based on statutory requirements changed by the State legislature.
- Design consultations provided through the DesignWorks Division of the Planning Department. Tracking of site assistance consultations began in 2016. The estimates for FY 2022 and FY 2023 are based on annual averages since tracking began.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of PLACE

## Planning Department Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	126,095	131,033	142,196	-	142,196	146,514
Grants-in-Aid	693,391	966,815	904,479	-	904,479	922,569
Total Budgetary Costs	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Planning Department (001-817-515)	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
Total Budget	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
Total Revenues	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalent (FTE)	23.50	23.50	23.50	-	23.50	23.50

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Department of PLACE

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

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	126,095	131,033	142,196	-	142,196	146,514
Grants-in-Aid	693,391	966,815	904,479	-	904,479	922,569
Total Budgetary Costs	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
Total Revenues	819,486	1,097,848	1,046,675	-	1,046,675	1,069,083
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 reflects a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The remaining budget includes the County's share of rent for the Planning Department office space and the County's share of the Planning Department's operating budget, including funding for the County's share of personnel cost. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 32.9%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2023 Planning Department budget are as follows:

## Decrease to Program Funding:

1. County share of operations to the City decreased in the amount of \$62,336 due to a population change in the unincorporated portion of the County as reflected in the results of the 2020 Census. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Office of Financial Stewardship  
Index**

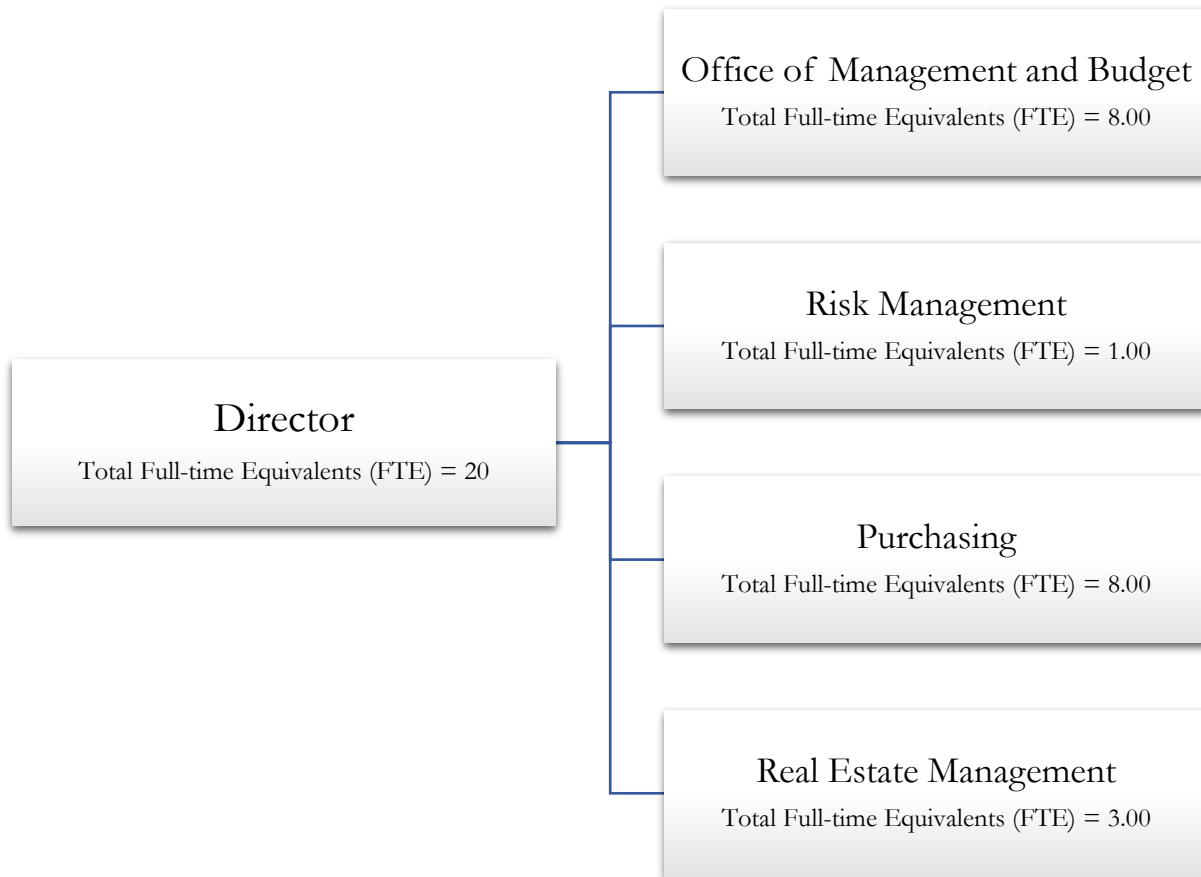
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Financial Stewardship Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Financial Stewardship Executive Summary

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The Office of Financial Stewardship section of the Leon County FY 2023 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. Real Estate provides the management of acquisition and disposition of real property and County property leases.

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 Management and Budget 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 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. To advance Strategic Initiative (2022-8), the budget includes the addition of a Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill in support of County projects. In addition to the federal infrastructure bill, this position will be responsible for identifying other grant opportunities as well as tracking and reporting for existing federal grants. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 32<sup>nd</sup> consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders, electronic requisitions, and direct payment approvals. Purchasing continues to serve citizens faster and more easily with an online procurement system called OpenGov Procurement. 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. These initiatives allow 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, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. Real Estate Management also manages the inventory of County-owned properties, processes tax deeds, and identifies appropriate properties for 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 a cohesive county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. To safeguard the safety and well-being of Leon County employees, Risk Management continues to enhance and foster a culture of safety, working together with Departments to identify workplace hazards and develop innovative training programs. Risk Management coordinated fifteen safety training sessions, including a Defensive Driving course, and conducted monthly site visits.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Financial Stewardship Business Plan

## MISSION STATEMENT

The mission of the Leon County 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

### ECONOMY



EC1 - Do well-designed public infrastructure which supports business, attracts private investment, and has long term economic benefits.

### ENVIRONMENT



EN3 - Promote orderly growth and sustainable practices.

### 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.



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

### ECONOMY

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1. (EC1) Maximize the leveraging of the \$1.0 trillion federal infrastructure bill to fund County projects. (2022-8)

### ENVIRONMENT

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1. (EN3) Partner with the Apalachee Regional Planning Council (ARPC) to address long term regional resiliency through a Florida Department of Environmental Protection (FDEP) grant. (2022-18)

### GOVERNANCE

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1. (G4) Continue to invest in the professional development of County staff including participation in Certified Public Manager training and enhancements to the County's Management Training. (2022-38)
2. (G5) Continue to pursue cost savings through the County's Innovator & Inspirator (I<sup>2</sup>) Program. (2022-39)
3. (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)

## ACTIONS

### ECONOMY

1. a) Coordinate with internal and external stakeholders to identify projects that will be eligible for funding through the various grant programs under the Infrastructure Investment and Jobs Act (IIJA). (In Progress)
  - b) Present update to the Board at June 2022 Budget Workshop. Discuss the status of IIJA implementation and include budget recommendations to maximize the County's ability to draw down federal funds over multiple fiscal years (e.g., budgeting funds for local match requirements). (In Progress)

### ENVIRONMENT

1. Execute subgrant agreement with Apalachee Regional Planning Council, and grant agreement with Department of Environmental Protection. (In Progress)

### GOVERNANCE

1. Invest in continual leadership development opportunities for Leon County Employees. (Ongoing)
2. Determine the cost savings by various employees who are to receive the Innovator Awards. (In Progress)
3. Coordinating with Leon County Schools regarding property acquisition. (In Progress)

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,432,480	1,615,111	1,840,110	11,393	1,851,503	1,908,204
Operating	375,716	473,733	478,521	38,900	517,421	517,473
Capital Outlay	-	-	-	5,000	5,000	5,000
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	1,871,371	2,152,019	2,381,806	55,293	2,437,099	2,493,852

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Management and Budget	759,327	861,900	970,687	10,000	980,687	1,006,515
Risk Management	191,316	200,566	208,773	12,500	221,273	225,335
Purchasing	542,643	645,657	675,399	1,393	676,792	694,368
Real Estate Management	378,086	443,896	526,947	31,400	558,347	567,634
Total Budget	1,871,371	2,152,019	2,381,806	55,293	2,437,099	2,493,852

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,680,056	1,951,453	2,173,033	42,793	2,215,826	2,268,517
501 Insurance Service	191,316	200,566	208,773	12,500	221,273	225,335
Total Revenues	1,871,371	2,152,019	2,381,806	55,293	2,437,099	2,493,852

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Management and Budget	7.00	7.00	8.00	-	8.00	8.00
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 Equivalents (FTE)	19.00	19.00	20.00	-	20.00	20.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Management and Budget	-	-	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00




## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

### Office of Management and Budget (001-130-513)








<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide financial management assistance to the County Administrator and other departments.</li> <li>2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program.</li> <li>3. Forecast and monitor County revenues.</li> <li>4. Responsible for the County's annual Truth in Millage (TRIM) process.</li> <li>5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
<b>Advisory Board</b>	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

### Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
	Net Budget Per Countywide Resident*	1:\$919	1:\$1,411*

\*Benchmark is generated from the average net budget per county resident of Like-Sized Counties. Benchmarked Counties include: Lake, St. Lucie, Escambia, Alachua, Osceola and St. Johns.

### Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Meet all requirements of Florida Statutes 129 and 200 Truth-in-Millage (TRIM)	Yes	Yes	Yes	Yes
	Forecast actual major revenue source within 5% of the budget (actual collections as a % of budget)	98%	98%	98%	98%
	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	100%	100%	100%	100%
	Develop 2 semi-annual performance reports by May 30 and November 30	2	2	2	2
	Review all agenda items in less than 2 days 95% of the time	98%	99%	99%	99%
	Percentage of departmental performance measures reviewed	100%	100%	100%	100%
	Number of program management analyses performed	1	0	0	1

#### Notes:

1. Leon County has consistently received a letter of compliance from the State Department of Revenue for meeting all the Truth in Millage notification requirements. This trend is expected to continue in FY 2022 and FY 2023.
2. Forecasted revenues for FY 2022 and FY 2023 are expected to remain level as a percentage of the budget.
3. The division anticipates processing all budget amendments within a two-day period in FY 2023.
4. A mid-year performance report and an annual performance report will be submitted by the required deadlines for FY 2022 and FY 2023.
5. In FY 2022 and FY 2023 agenda items are anticipated to be reviewed at a consistent level.
6. The division expects to continue to review 100% of the performance measures submitted by departments.
7. An estimate of one program management analyses is to be performed in FY 2022 and FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Office of Management &amp; Budget (001-130-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	631,715	719,110	825,391	10,000	835,391	861,219
Operating	64,437	79,615	82,121	-	82,121	82,121
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	759,327	861,900	970,687	10,000	980,687	1,006,515

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	759,327	861,900	970,687	10,000	980,687	1,006,515
Total Revenues	759,327	861,900	970,687	10,000	980,687	1,006,515

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants Program Coordinator	-	-	1.00	-	1.00	1.00
Sr. Mgmt & Budget Analyst	2.00	2.00	2.00	-	2.00	2.00
Dir. Office of Fin. Stewardship	1.00	1.00	1.00	-	1.00	1.00
Mgmt & Budget Analyst	2.00	2.00	1.00	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Budget Manager	1.00	1.00	1.00	-	1.00	1.00
Principal Mgmt & Budget Analyst	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	8.00	-	8.00	8.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
OMB Consolidated OPS	-	-	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

The major variances for the FY 2023 OMB 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market-based revisions to the Classification and Pay Plan in the amount of \$10,000.
2. To advance Strategic Initiative (2022-8), the budget includes the addition of a Grants Coordinator to maximize the leveraging of the \$1.0 trillion federal infrastructure bill in support of County projects. In addition to the federal infrastructure bill, this position will be responsible for identifying other grant opportunities as well as tracking and reporting for existing federal grants.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Risk Management (501-132-513)

<b>Goal</b>	The goal of Risk Management is the preservation of physical and human assets and to minimize exposure to loss to avoid costly impacts.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage.</li> <li>2. Prepare, negotiate and coordinate all the County's insurance programs.</li> <li>3. Directly administer all insurance programs with the exception of employee health coverage.</li> <li>4. Coordinate and participate in all investigations, accidents and injuries that involve 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 periodically visiting the employee to ascertain their status.</li> <li>5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.</li> </ol>
<b>Statutory Responsibilities</b>	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"; Federal Motor Carrier Safety Administration Part 382 Part, Section 382.305 Random Testing.
<b>Advisory Board</b>	Board Secretary of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	# of Workers' compensation claims filed <sup>1</sup>	153	92	80	80
	# of Safety/Loss prevention training courses conducted <sup>2</sup>	8	11	15	20
	# of auto accidents investigated <sup>3</sup>	6	4	4	4
	# of Coordinated Safety Committee meetings <sup>4</sup>	7	12	12	12
	# of DOT tests administered annually <sup>5</sup>	38	96	108	110

## Notes:

1. The estimated number of Workers' Compensation claims reflect a 10% decline in FY 2022 and FY 2023. The Division continues to train, recognize, and promote safety in the workplace in an effort to reduce workers compensation claims.
2. In FY 2022, an estimated 15 safety training events will be provided at 10 separate locations. Estimates for future trainings will continue to increase with the goal to develop and foster a culture of safety with Leon County employees.
3. To promote safe driving habits, Risk Management instituted an annual Defensive Driving Course in FY 2022. The division continues to train, recognize, and promote safety in the workplace to reduce At-Fault claims.
4. The Safety Committee meets on a monthly basis with consistent attendance.
5. Risk Management conducts random DOT drug testing in accordance with 49 CFR 382.305. FY 2022 and FY 2023 estimates are expected to remain level.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Risk Management (501-132-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	115,868	115,332	123,399	-	123,399	127,446
Operating	75,447	85,234	85,374	7,500	92,874	92,889
Capital Outlay	-	-	-	5,000	5,000	5,000
Total Budgetary Costs	191,316	200,566	208,773	12,500	221,273	225,335
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
501 Insurance Service	191,316	200,566	208,773	12,500	221,273	225,335
Total Revenues	191,316	200,566	208,773	12,500	221,273	225,335
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 Risk Management 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Operating costs in the amount of \$7,500 is for the purchase of additional AED pads, batteries, first aid kits, etc.
3. Capital Outlay cost to upgrade wall mounted AED units.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Financial Stewardship

## Purchasing Summary



<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	491,488	593,186	619,970	1,393	621,363	638,921
Operating	51,155	52,471	55,429	-	55,429	55,447
Total Budgetary Costs	542,643	645,657	675,399	1,393	676,792	694,368
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Procurement (001-140-513)	449,687	529,204	555,111	187	555,298	568,650
Warehouse (001-141-513)	92,956	116,453	120,288	1,206	121,494	125,718
Total Budget	542,643	645,657	675,399	1,393	676,792	694,368
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	542,643	645,657	675,399	1,393	676,792	694,368
Total Revenues	542,643	645,657	675,399	1,393	676,792	694,368
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET






## »» Office of Financial Stewardship

## Purchasing – Procurement (001-140-513)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws.</li> <li>2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests.</li> <li>3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing.</li> <li>4. Provide accounts payable assistance to vendors and staff.</li> <li>5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's.</li> <li>6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity.</li> <li>7. Implement and provide contract management services for County-wide services contracts such as uniforms.</li> <li>8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Government Purchasing Policy (revised 02/25/2020), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 09/24/2019); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement"; Office of Economic Vitality, "Minority, Women, and Small Business Enterprise Policy."
<b>Advisory Board</b>	None










Benchmarking				
Strategic Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
	\$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	\$27.3	\$20.5	\$13.0
	% of Purchasing Conducted with Purchasing Card	5.48%	5.87%	2.56%

Benchmark Sources: International City/County Management Association (ICMA)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	% of completed requisitions for purchase orders processed within 2 days of receipt <sup>1</sup>	98%	98%	100%	98%
	# of bids/RFPs processed within 45 work days of receipt of request <sup>2</sup>	95%	96%	100%	100%
	# of Purchase Orders Issued <sup>3</sup>	1,541	1,857	2,250	2500
	\$ Value of Purchase Orders Issued (millions) <sup>4</sup>	\$75	\$109	\$90	\$95
	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (millions) <sup>5</sup>	\$21.4	\$27.3	\$23.5	\$25.0

## »» Office of Financial Stewardship

### Purchasing – Procurement (001-140-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	# of Bids Issued <sup>6</sup>	59	42	65	60
	Purchasing Card Volume <sup>7</sup>	\$7,275,225	\$6,323,638	\$6,600,000	\$6,600,000
	Purchasing Card Rebate <sup>8</sup>	\$101,853	\$88,530	\$100,000	\$100,000
	# of Assets at Year End <sup>9</sup>	8,340	8,234	8,400	8,200
	Year End Total Asset Value (millions) <sup>10</sup>	\$65.8	\$64.6	\$65.5	\$64
	# of Surplus Auctions <sup>11</sup>	16	22	25	30
	\$ Value of Auction Proceeds <sup>12</sup>	\$63,786	\$67,708	\$65,000	\$66,000
	# of pre-bid meetings held to provide information on County projects to vendors <sup>13</sup>	39	24	50	45
	Ratio of bid protests to total solicited bids <sup>14</sup>	0:59	2:42	0:65	0:55

#### Notes:

- The division anticipates processing completed requisitions and purchase orders within 2 days.
- The division anticipates that the number of bids will remain steady in FY 2022 and FY 2023 due to a combination of more complex solicitations, incorporation of solicitation development meetings and the review processes of other program areas.
- The division anticipates that the number of purchase orders in FY 2023 will increase from the previous fiscal year due to the lessening of the impacts of COVID-19 as capital improvements projects delays are lifted, ARPA funded projects are initiated, and daily operations are returning to pre-COVID levels.
- The value of purchase orders is anticipated to increase due to an increase in the number of purchase orders from the previous fiscal year.
- The division anticipates a slight increase over the previous fiscal year due to FTE's remaining constant while there is an anticipated increase in the value of purchase orders.
- The division anticipates that the number of solicitations conducted will decrease slightly in FY 2023 from the previous fiscal year due to increased utilization of cooperative contracts which allows for purchases made from contracts competitively procured by other governmental entities.
- The purchasing card value is anticipated to remain steady.
- The purchasing card rebate is anticipated to remain steady as it is directly related to the purchasing card value.
- The number of assets is expected to decrease slightly in FY 2023 due to MIS procuring laptops and other technology devices to replace multiple desktop computers and tablets per person. The desktop computers and tablets are anticipated to be removed from inventory as they are replaced with laptops.
- The decrease in the value of assets in FY 2023 is directly related to the decrease in the number of assets.
- The division anticipates that the number of auctions will increase slightly as the impacts from the COVID-19 pandemic are lessened with a return of public auctions, reopening of offices, and a return to daily operations.
- The division anticipates that the value of the auctions will increase slightly in FY 2022 and FY 2023 due to more items being available to auction as well as more auctions being held after the slow down due to COVID-19.
- The division anticipates that the number of meetings will increase slightly based upon the complexity of the projects to vendors and the implementation of the MWSBE policy.
- The division does not anticipate any formal protests during FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Purchasing - Procurement (001-140-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	404,225	480,666	503,627	187	503,814	517,155
Operating	45,462	48,538	51,484	-	51,484	51,495
Total Budgetary Costs	449,687	529,204	555,111	187	555,298	568,650
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	449,687	529,204	555,111	187	555,298	568,650
Total Revenues	449,687	529,204	555,111	187	555,298	568,650
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. 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 Agt/Ptry Ctrl Spec.	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate	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 2023 Procurement 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market-based revisions to the Classification and Pay Plan in the amount of \$187.





## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET





## »» Office of Financial Stewardship

### Purchasing – Warehouse (001-141-513)

<b>Goal</b>	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Issue supplies and materials from the Warehouse.</li> <li>2. Procure materials and supplies for the Warehouse and County customers.</li> <li>3. Provide forklift services for other departments.</li> <li>4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed.</li> <li>5. Assist County staff with identifying vendors and sourcing needed items.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Board of County Commissioners Purchasing Policy (revised 2/25/2020) and Tangible Personal Property Policy (revised 9/24/2019); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
<b>Advisory Board</b>	None

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Inventory Turnover Rate (sales / inventory value)	1.85%	Greater than or equal to 1.5
	Annual inventory loss/gain (to measure operational accuracy)	0.84%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Cost per issuance <sup>1</sup>	\$8.05	\$10.22	\$7.81	\$8.00
	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances) <sup>2</sup>	23.92%	22.56%	22.6%	23%
	# of issuances <sup>3</sup>	14,531	11,457	15,000	15,000
	\$ volume of issuances <sup>4</sup>	\$488,917	\$519,164	\$530,000	\$540,000

Notes:

1. FY 2021 was unusually high due to COVID-19 related issues where supply and demand caused extremely large price increases. The division anticipates an increase in cost per issuance in FY 2023 due to a combination of fixed operational costs, reduced number of issuances, and increased commodity costs.
2. The division anticipates a slight increase in FY 2022 and FY 2023 due to the percentage of operational costs of the value of issuances due to operational costs remaining constant and increased commodity costs.
3. The division anticipates the number of issuances will remain steady for FY 2022 and FY 2023.
4. The increase in dollar volume of issuances is related to the increase in costs due to various market fluctuations.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Purchasing - Warehouse (001-141-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	87,263	112,520	116,343	1,206	117,549	121,766
Operating	5,693	3,933	3,945	-	3,945	3,952
Total Budgetary Costs	92,956	116,453	120,288	1,206	121,494	125,718
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	92,956	116,453	120,288	1,206	121,494	125,718
Total Revenues	92,956	116,453	120,288	1,206	121,494	125,718
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Materials Management Spec.	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2023 Warehouse 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market-based revisions to the Classification and Pay Plan in the amount of \$1,206.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Financial Stewardship

## Real Estate Management Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	193,408	187,483	271,350	-	271,350	280,618
Operating	184,678	256,413	255,597	31,400	286,997	287,016
Total Budgetary Costs	378,086	443,896	526,947	31,400	558,347	567,634
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Real Estate Management (001-156-519)	381,913	398,896	481,947	31,400	513,347	522,634
Tax Deed Applications (001-831-513)	(3,827)	45,000	45,000	-	45,000	45,000
Total Budget	378,086	443,896	526,947	31,400	558,347	567,634
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	378,086	443,896	526,947	31,400	558,347	567,634
Total Revenues	378,086	443,896	526,947	31,400	558,347	567,634
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

### Real Estate (001-156-519)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database.</li> <li>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.</li> <li>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.</li> <li>4. Work with County staff in recommending and negotiating the most efficient use of space.</li> <li>5. Regularly interact with the County Attorney Office to assist in resolving easement usage related to projects.</li> <li>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.</li> <li>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.</li> <li>8. Work in tandem with Public Works to acquire property rights for capital improvement projects.</li> <li>9. Coordinate with the County's Tax Collector and the Clerk of Courts 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.</li> <li>10. Work with county staff, affordable housing and County Attorney Office 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.</li> <li>11. Acquire property rights through donations, direct purchases and eminent domain.</li> <li>12. Manage all County owned lease property; prepare and execute all leases for Leon County.</li> </ol>
<b>Statutory Responsibilities</b>	<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>
<b>Advisory Board</b>	N/A

### Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Total rentable square feet available for lease	207,519	259,243	259,243	259,243
	Total rentable square feet occupied	176,615	215,003	222,685	246,569
	% of total rentable square feet occupied	86%	83%	86%	95%

## Notes:

1. The total County-owned rentable square footage available for lease is projected to remain level in FY 2022 and FY 2023. Marketing and leasing activities for the Lake Jackson Town Center and Cross Creek Square remains steady. Leases at the Leon County Government Annex have been renewed and marketing continues for the vacant spaces.
2. The total occupied rentable square footage in FY 2022 includes:
  - The Leon County Government Annex (BOA Building and Plaza Building) total square feet is 130,028. The occupied square feet include County offices 48,755 SF; Tenants 61,832 SF; and 19,441 Vacant SF. The Annex is 85% leased.
  - The total rentable square feet available at the Lake Jackson Town Center is 69,215. The occupied square feet include County offices 34,248 SF; Tenants 30,218 SF; and 4,749 vacant SF. The Lake Jackson Town Center is 93% leased.
  - The total rentable square feet available at the Cross Creek Square is 60,000, and the Supervisor of Election office (Suite 1) occupies 45,000 SF, while 15,000 SF are currently vacant. The Cross Creek Square is 75% leased.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Financial Stewardship

**Real Estate Management - Real Estate Management (001-156-519)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	193,408	187,483	271,350	-	271,350	280,618
Operating	188,504	211,413	210,597	31,400	241,997	242,016
Total Budgetary Costs	381,913	398,896	481,947	31,400	513,347	522,634
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	381,913	398,896	481,947	31,400	513,347	522,634
Total Revenues	381,913	398,896	481,947	31,400	513,347	522,634
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2023 Real Estate Management 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees, and the hiring of the Real Estate Manager position midyear.
2. Operating costs in the amount of \$30,000 for demolition and debris removal services for properties escheated to the County and \$1,400 for HOA dues.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Real Estate Management - Tax Deed Applications (001-831-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	(3,827)	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	(3,827)	45,000	45,000	-	45,000	45,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	(3,827)	45,000	45,000	-	45,000	45,000
Total Revenues	(3,827)	45,000	45,000	-	45,000	45,000

For FY 2023 this budget is recommended at the same level as FY 2022 and funds the statutorily required tax deed process where Leon County Government is required to apply for tax deeds for properties with delinquent property taxes.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Division of Tourism  
Index**

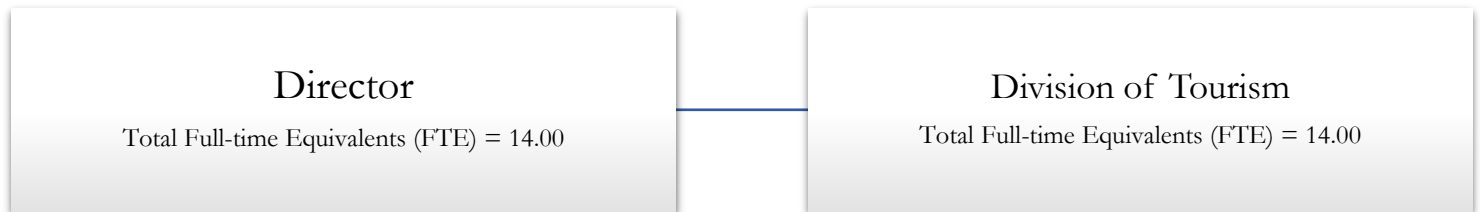
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

»» **Division of Tourism**  
**Organizational Chart**

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Division of Tourism Executive Summary

The Division of Tourism, also known as Visit Tallahassee, promotes the Tallahassee-Leon County area through tourism advertising, marketing, public relations, direct sales (sports, meetings & conventions, leisure groups), visitor service functions, and marketing research. This Division is fully funded by the Tourist Development Tax collections in Leon County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. The Division of Tourism's annual Marketing & Sales Plan and the recently approved FY 2022 – FY 2026 Tourism Strategic Plan communicates the continued alignment of the Board's economic goals, strategic priorities and initiatives with the Division's actions and performance measures. The recently approved Tourism Strategic Plan was approved by the Leon County Tourist Development Council and the Board of County Commissioners.

## HIGHLIGHTS

The Division of Tourism continued its strong rebound following the devastating impacts of the COVID-19 pandemic. Tourist Development Tax collections through March 2022 exceed pre-pandemic levels and show a significant year-over-year rebound due to vaccinations being more widely available, increased demand for travel, and an ease in travel restrictions. Tourism continues utilizing \$750,000 in American Rescue Plan Act Grant Program (ARPA) funding to further assist in tourism recovery efforts. In July 2021, Tourism began the strategic planning process for the FY 2022 – FY 2026 Tourism Strategic Plan with more than 250 points of view registered via the online survey, interview with community/business leaders, and conducting public meetings. The Division's goals and tactics are all aligned with the Bold Goal of generating \$5 billion in economic impact over the next five years and accomplishing four major Strategic Priorities along with numerous target initiatives. With events rebounding, \$560,000 in sponsorship funding via Tourism Grant programs was awarded to support 79 festivals and events in FY 2022. Additionally, the Board approved \$50,000 in out-of-cycle grant funding for Tallahassee Community College to support the inaugural "Rock the Roost" concert featuring Luke Bryan held in the summer of 2022. The Division has reactivated the County Concert Series at the Capital City Amphitheater (CCA) hosting four concerts – Boz Scaggs, Tallahassee Symphony Orchestra, Jamey Johnson and Brett Young – with two more concerts scheduled for September 2022 – JJ Grey & MoFro and Earth, Wind and Fire. In addition, activation of the CCA continues with the County's support of the Tallahassee Down Improvement Authority's Sundown Concert Series with concerts scheduled through the fall of 2022.

Sports tourism led the community in event recovery coming out of the pandemic. With seven major events taking place in the fall of 2021, the "Biggest Cross-Country Season Ever," was an overwhelming success as the County's Apalachee Regional Park welcomed nearly 10,000 runners and coaches and approximately 25,000 spectators. In its first full season since the County's nearly \$4 million Capital Improvement investments, the Division hosted seven major cross-country meets including the National Collegiate Athletic Association (NCAA) Division I National Championships. Meetings and Conventions in the destination also continue to rebound with events such as the FAMU National Alumni Association Annual Conference, 2022 Southeast Off Road Bike Association (SORBA) Southern Mountain Bike Summit welcoming attendees from throughout the Southeast and 2022 Tallahassee Regional For Inspiration and Recognition of Science and Technology (FIRST) robotics competition hosting 37 teams and nearly 1,000 attendees. Tourism continues its strong partnership with the Florida High School Athletic Association (FHSAA) hosting the Divisions 1A-3A Football Championships at Gene Cox Stadium as well as the inaugural Beach Volleyball State Championship.

Leon County was named one of Southern Living magazine's Best College Towns in the South for 2022, elevating the visibility, viability, and visitation for the region. Additionally, continuing to pursue the strategic initiative promoting trails and mountain biking experiences, the Division continues efforts to seek the International Mountain Biking Association (IMBA) Ride Center ® designation with support from community partners and launched a new marketing campaign, MBTallahassee and dedicated website highlighting Tallahassee's mountain bike experience.

## »» Division of Tourism Executive Summary

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In anticipation of the County's Bicentennial celebration in 2024, Tourism is developing a strategic plan for marketing and community engagement to raise the awareness and activation of organizations and individuals in the community-wide celebration.

A new satellite Visitor Information Center and Gift Shop in Cascades Park opened in September 2021, with knowledgeable staff providing up-to-date information on area attractions, events, shopping, restaurants, and concerts. The gift shop displays Tallahassee/Leon County themed products and items from local merchants. The new space also serves as a Ticket Office for County concerts in Cascades Park. By the end of 2022, Tourism is anticipated to relocate to the historic Amtrak building that will serve as a premier Visitor Information Center and the tourism staff offices. With this second location, Tourism will be positioned to provide services to visitors in two different downtown, high-traffic locations.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Division of Tourism

## Business Plan

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### 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

#### ECONOMY



EC4 - Grow our tourism economy, its diversity, competitiveness, and economic impact.

#### QUALITY OF LIFE



Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.

### STRATEGIC INITIATIVES

#### ECONOMY

1. (EC4) Implement the Division of Tourism's Strategic Plan. (2022-5)
2. (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)
3. (EC4) Continue to build upon the reputation of Apalachee Regional Park as a destination venue for cross country athletes by securing state, regional and national competitions. (2022-6)

### ACTIONS

#### ECONOMY

1. The Board approved the Division's Plan on March 8, 2022. The Division of Tourism will provide a semiannual report to the TDC in Fall/Winter of 2022. (Ongoing)
2. Blueprint provided information on future bicycle and pedestrian facility construction to TLCPD and Tourism staff for inclusion in applications for the "Trail Town" designation application, and will assist further, as needed. (Completed)

## BOLD GOALS & 5-YEAR TARGETS



**Bold Goal:** Grow the five-year tourism economy to \$5 billion. (BG1)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Tourism Economic Growth (billions)	\$1.16	\$1.19	TBD	TBD	TBD	\$2.35

Note: Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. For the first two quarters of FY 2022, the research firm has estimated the economic impact of tourism in Leon County at \$554 million, 11% of the County's five-year Bold Goal. Accordingly, the County's progress is currently on track to achieve this goal by FY 2026.



**Target:** Attract 100 state, regional, or national championships across all sports. (T1)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Championships Attracted	20	25	TBD	TBD	TBD	45

Note: Since the start of FY 2022, ten championship sporting events have been held in Leon County, including the National Collegiate Athletic Association (NCAA) Division 1 National Championships, Youth Basketball of America Tournament (Youth Boys), and the Florida High School Athletic Association State Football Championships. An additional 14 events are anticipated to be hosted in the remainder of FY 2022, totaling 20% of the County's five-year Target, which is on track to achieve this target by FY 2026.



**Target:** Support 900 community events, sporting competitions, festivals, performances, and cultural programming. (T10)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Events Supported	140	165	TBD	TBD	TBD	305

Note: Since the start of FY 2022, the County has hosted 95 events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDT) funds. With additional events planned through the remainder of FY 2022, the County is currently on track to achieve this five-year target.



**Target:** Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Concert Series Attendance	20,000	22,500	TBD	TBD	TBD	42,500

Note: Since the start of FY 2022, there have been 5 County-supported performances at the Capital City Amphitheater in Cascades Park: (1) Boz Scaggs, (2) Tallahassee Symphony Orchestra Presents "Star Wars: A Musical Celebration Comes to Life from a Galaxy Far, Far Away" (3) Jamey Johnson (Word of South) and (4) Brett Young. In total, these performances had 9,600 residents and visitors in attendance, nearly 10% of the County's five-year goal. Additional Capital City Amphitheater performances scheduled for the remainder of FY 2022 include JJ Grey & Mofro, Earth, Wind & Fire, and various performances through the Summer Concert Series which will further the County's progress in achieving this five-year goal.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,020,510	1,042,056	1,138,407	209,914	1,348,321	1,389,938
Operating	2,144,944	2,273,627	2,404,267	803,406	3,207,673	3,349,564
Capital Outlay	-	-	-	12,000	12,000	12,000
Grants-in-Aid	4,760,315	1,685,822	2,090,872	101,737	2,192,609	2,219,574
Total Budgetary Costs	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Division of Tourism	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076
Total Budget	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism	7,775,769	4,851,505	5,483,546	1,127,057	6,610,603	6,821,076
Total Revenues	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Division of Tourism	12.00	12.00	12.00	2.00	14.00	14.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	2.00	14.00	14.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Division of Tourism	0.50	0.50	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	1.00	-	1.00	1.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,020,510	1,042,056	1,138,407	209,914	1,348,321	1,389,938
Operating	2,144,944	2,273,627	2,404,267	803,406	3,207,673	3,349,564
Capital Outlay	-	-	-	12,000	12,000	12,000
Grants-in-Aid	4,760,315	1,685,822	2,090,872	101,737	2,192,609	2,219,574
Total Budgetary Costs	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
1 Cent Expenses (160-305-552)	3,250,000	-	-	-	-	-
Administration (160-301-552)	509,668	572,741	588,693	82,473	671,166	685,819
Advertising (160-302-552)	792,063	965,865	966,905	303,095	1,270,000	1,370,000
COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Council on Culture & Arts (COCA) (160-888-573)	1,008,796	903,667	1,307,609	-	1,307,609	1,333,411
Marketing (160-303-552)	1,894,423	1,809,232	2,020,339	641,489	2,661,828	2,731,846
Special Projects (160-304-552)	320,819	600,000	600,000	100,000	700,000	700,000
Total Budget	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism	7,775,769	4,851,505	5,483,546	1,127,057	6,610,603	6,821,076
Total Revenues	7,925,769	5,001,505	5,633,546	1,127,057	6,760,603	6,971,076

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Administration	3.50	3.50	3.50	-	3.50	3.50
Marketing	8.50	8.50	8.50	2.00	10.50	10.50
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	2.00	14.00	14.00





<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Administration	0.25	0.25	-	-	-	-
Marketing	0.25	0.25	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	1.00	-	1.00	1.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

### Division of Tourism – (160-301,302,303,304,305-552)

<b>Goal</b>	The goal of the Division of Tourism 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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maximize dollars available to market the destination.</li> <li>2. Support programs and facilities that draw overnight visitors and maximize the return on investment.</li> <li>3. Increase visitation during times of the year when there is low or decreased activities.</li> <li>4. Provide effective and efficient visitor services programs.</li> <li>5. Increase the awareness of the importance of the tourism industry to local residents.</li> </ol>
<b>Statutory Responsibilities</b>	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."
<b>Advisory Board</b>	Tourist Development Council












FY 2022-2026 Strategic Plan						
Bold Goals & Five-Year Targets	FY 2022 <sup>5</sup> Estimate	FY 2023 <sup>5</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>5</sup>
 Grow the five-year tourism economy to \$5 billion. (BG1) <sup>1</sup>	\$1.16	\$1.19	TBD	TBD	TBD	\$2.35
 Attract 100 state, regional, or national championships across all sports. (T1) <sup>2</sup>	20	25	TBD	TBD	TBD	45
 Support 900 community events, sporting competitions, festivals, performances, and cultural programming. (T10) <sup>3</sup>	140	165	TBD	TBD	TBD	305
 Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12) <sup>4</sup>	20,000	22,500	TBD	TBD	TBD	42,500

## Notes:

1. Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. For the first two quarters of FY 2022, the research firm has estimated the economic impact of tourism in Leon County at \$554 million, 11% of the County's five-year Bold Goal. Accordingly, the County's progress is currently on track to achieve this goal by FY 2026.
2. Since the start of FY 2022, ten championship sporting events have been held in Leon County, including the National Collegiate Athletic Association (NCAA) Division 1 National Championships, Youth Basketball of America Tournament (Youth Boys), and the Florida High School Athletic Association State Football Championships. An additional 14 events are anticipated to be hosted in the remainder of FY 2022, totaling 20% of the County's five-year Target, which is on track to achieve this target by FY 2026.
3. Since the start of FY 2022, the County has hosted 95 events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDT) funds. With additional events planned through the remainder of FY 2022, the County is currently on track to achieve this five-year target.
4. Since the start of FY 2022, there have been 5 County-supported performances at the Capital City Amphitheater in Cascades Park: (1) Boz Scaggs, (2) Tallahassee Symphony Orchestra Presents "Star Wars: A Musical Celebration Comes to Life from a Galaxy Far, Far Away" (3) Jamey Johnson (Word of South) and (4) Brett Young. In total, these performances had 9,600 residents and visitors in attendance, nearly 10% of the County's five-year goal. Additional Capital City Amphitheater performances scheduled for the remainder of FY 2022 include JJ Grey & Mofro, Earth, Wind & Fire, and various performances through the Summer Concert Series which will further the County's progress in achieving this five-year goal.
5. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## »» Division of Tourism

### Division of Tourism – (160-301,302,303,304,305-552)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates <sup>1</sup>	FY 2023 Estimates <sup>2</sup>
	Tourist Development Tax per penny	\$973,995	\$1,062,036	\$1,403,003	\$1,419,839
	Percent Change in Tourist Development Tax	-32.8%	9%	32.1%	1.2%
	Number of total visitors to Leon County	1,683,000	1,740,900	2,266,652	2,300,652
	Percent Change in number of total visitors to Leon County	-30.99%	3.4%	30.2%	1.5%
	Total Direct Visitor Economic Impact (billions)	\$0.77	\$0.883	\$1.133	\$1.160
	Percent Change in Direct Visitor Economic Impact	-26.42	14.7%	28.3%	2.4%
	Number of Direct Tourism Related Jobs	11,943	12,688	15,506	16,219
	Percent Change in the number of Direct Tourism Related Jobs	-26.05	7.7%	20.5%	4.6%
	Hotel Occupancy	49%	53%	61%	62%
	Hotel Revenue (millions)	\$97	\$106	\$140	\$142
	Percent Change in Hotel Revenue	-35.76	9.3%	32.1%	1.3%

Notes:

1. FY 2022 estimates are based on actuals through March 2022. When travel and gathering restrictions were lifted and COVID vaccinations became widely available, tourism travel increased steadily as consumers stopped deferring travel.
2. FY 2023 is projected to see slight growth in tourism metrics due to a forecasted settling of travel demand, inflation, and business travel not being expected to fully rebound until post-2023.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - COCA Contract (001-888-573)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 Budget is recommended at the same funding level as the previous year. These costs are related to the management costs of COCA administering the Cultural Grant Program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Administration (160-301-552)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	362,069	362,989	375,480	5,793	381,273	393,626
Operating	147,599	209,752	213,213	76,680	289,893	292,193
Total Budgetary Costs	509,668	572,741	588,693	82,473	671,166	685,819
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	509,668	572,741	588,693	82,473	671,166	685,819
Total Revenues	509,668	572,741	588,693	82,473	671,166	685,819
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Director Tourism Development	1.00	1.00	1.00	-	1.00	1.00
Tourism Sr. Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate	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
<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
TDC Consolidated OPS	0.25	0.25	-	-	-	-
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	-	-	-	-

The Division of Tourism's prior year budget was reduced due to the COVID-19 pandemic's impact on TDC revenue. TDC revenue for FY 2023 is projected to increase, restoring the budget to pre-pandemic levels.

The major variances for the FY 2023 Tourism Administration 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$5,793.
2. Costs associated with the new Visitor Information Center including \$62,100 for contractual services for security and \$12,805 for operating and office supplies.
3. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Advertising (160-302-552)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	792,063	965,865	966,905	303,095	1,270,000	1,370,000
Total Budgetary Costs	792,063	965,865	966,905	303,095	1,270,000	1,370,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	792,063	965,865	966,905	303,095	1,270,000	1,370,000
Total Revenues	792,063	965,865	966,905	303,095	1,270,000	1,370,000

The Division of Tourism's prior year budget was reduced due to the COVID-19 pandemic's impact on TDC revenue. TDC revenue for FY 2023 is projected to increase, restoring the budget to pre-pandemic levels.

The major variances for the FY 2023 Tourism Advertising Budget are as follows:

Increases to Program Funding:

1. \$203,095 for public relations contractual services to promote destination growth.
2. \$100,000 associated with the installation of way finding signage and promotion for the Tallahassee-Leon County Bicentennial celebration.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Division of Tourism

## Division of Tourism - Marketing (160-303-552)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	658,441	679,067	762,927	204,121	967,048	996,312
Operating	1,205,282	1,098,010	1,224,149	423,631	1,647,780	1,687,371
Capital Outlay	-	-	-	12,000	12,000	12,000
Grants-in-Aid	30,700	32,155	33,263	1,737	35,000	36,163
Total Budgetary Costs	1,894,423	1,809,232	2,020,339	641,489	2,661,828	2,731,846

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	1,894,423	1,809,232	2,020,339	641,489	2,661,828	2,731,846
Total Revenues	1,894,423	1,809,232	2,020,339	641,489	2,661,828	2,731,846

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Senior Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communication Mngr	1.00	1.00	1.00	-	1.00	1.00
Events & Grants Manager	-	-	-	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 Ma	1.00	1.00	1.00	-	1.00	1.00
Public Relations Mktg Speciali	1.00	1.00	1.00	-	1.00	1.00
Graphics and Web Design Lead	-	-	-	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	2.00	10.50	10.50

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
TDC Consolidated OPS	0.25	0.25	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	1.00	-	1.00	1.00

The Division of Tourism's prior year budget was reduced due to the COVID-19 pandemic's impact on TDC revenue. TDC revenue for FY 2023 is projected to increase, restoring the budget to pre-pandemic levels.

The major variances for the FY 2023 Tourism Marketing 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Additional personnel costs in the amount of \$171,026 associated with a Graphics & Web Design Lead position to develop and produce digital content, and an Events & Grants Manager position to address the increase in the number of events managed by the Division of Tourism.
3. Costs associated with an increase in County-hosted events, including: Cross Country Championships, Football Championships, and Beach Volleyball Championships in the amount of \$261,971.
4. Personnel costs in the amount of \$46,095 for 3 OPS positions to staff the new Visitor Information Center.
5. \$82,510 in contractual services associated with research reporting to analyze event and travel data.
6. \$25,920 for promotional items (such as hats, shirts and pamphlets) for distribution at marketing activations events and e-commerce merchandise sales.
7. \$23,650 for additional staff travel to trade shows, site visits and marketing activations to promote Leon County as a destination.
8. Costs associated with setting up booths at destination marketing events in the amount of \$23,100.
9. \$7,217 for industry memberships and event sponsorships.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Special Projects (160-304-552)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	320,819	600,000	600,000	100,000	700,000	700,000
Total Budgetary Costs	320,819	600,000	600,000	100,000	700,000	700,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	320,819	600,000	600,000	100,000	700,000	700,000
Total Revenues	320,819	600,000	600,000	100,000	700,000	700,000

The Division of Tourism's prior year budget was reduced due to the COVID-19 pandemic's impact on TDC revenue. TDC revenue for FY 2023 is projected to increase, restoring the budget to pre-pandemic levels.

The major variances for the FY 2023 Tourism Special Projects budget are as follows:

Increases to Program Funding:

1. Grant funding in the amount of \$100,000 for Legacy and Signature Emerging Events.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - 1 Cent Expenses (160-305-552)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	3,250,000	-	-	-	-	-
Total Budgetary Costs	3,250,000	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	3,250,000	-	-	-	-	-
Total Revenues	3,250,000	-	-	-	-	-

The Tourism 1 Cent Expenses budget previously funded the Performing Arts Center. Revenue for this expenditure was derived from one cent of the 5 cent tourist development bed tax. However, the Board approved a new interlocal agreement with the City to defund the Performing Arts Center and reallocate the entire 5th cent towards funding the Council on Culture and Arts (COCA).

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Council on Culture &amp; Arts (COCA) (160-888-573)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	1,008,796	903,667	1,307,609	-	1,307,609	1,333,411
Total Budgetary Costs	1,008,796	903,667	1,307,609	-	1,307,609	1,333,411
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
160 Tourism	1,008,796	903,667	1,307,609	-	1,307,609	1,333,411
Total Revenues	1,008,796	903,667	1,307,609	-	1,307,609	1,333,411

The FY 2023 budget reflects an increase in revenue associated with the return of TDC revenue to pre-pandemic levels. This funding is for the COCA re-granting program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Public Safety Index

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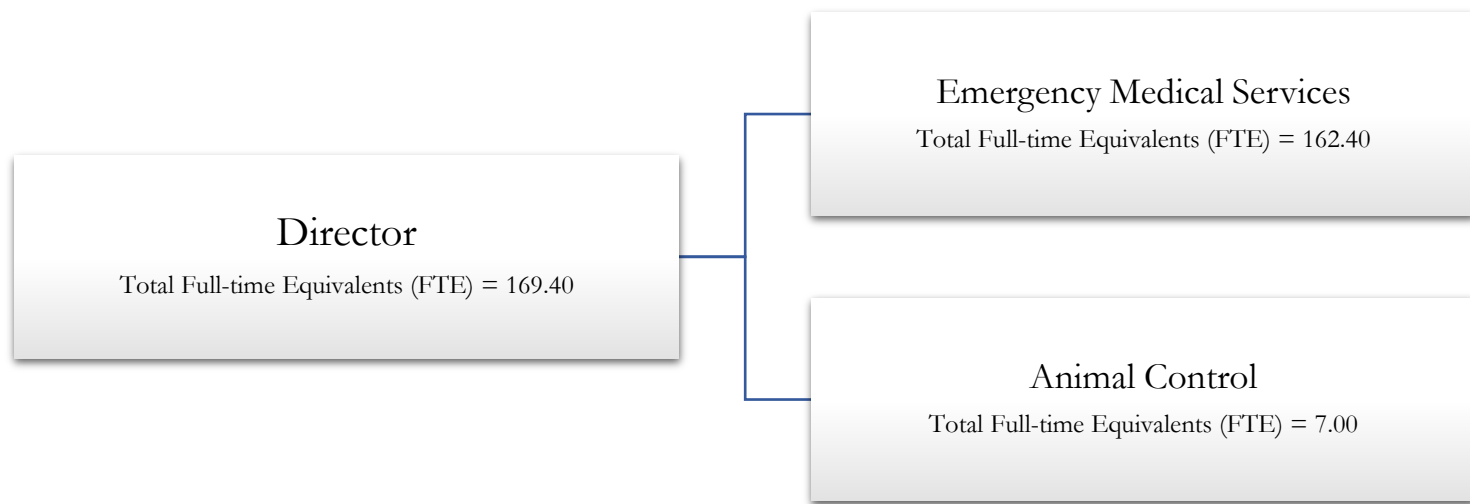
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Public Safety Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Public Safety Executive Summary

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The Office of Public Safety section of the Leon County FY 2023 Annual Budget is comprised of Emergency Medical Services and Animal Control.

Emergency Medical Services provides emergency medical services to all residents and visitors of Leon County. Animal Control provides humane education, prevention, and enforcement programs for the citizens and domestic animals in the unincorporated areas 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, resulting in improved patient outcomes and decreased mortality. In response to the COVID-19 pandemic, EMS maintained staffing for emergency responses and interfacility transports while working with community partners for patient surge planning, providing paramedic support to testing and vaccination locations, and providing response as part of the Florida Infectious Disease Transport Network. In response to COVID-19 patient surge concerns, EMS worked with community stakeholders to develop and deploy a Rapid Alternative Response program which aimed to provide patients impacted with COVID-19 alternative treatment options thereby decreasing the impact on the community's healthcare system. Since the pandemic began, EMS responded to over 17,000 suspected COVID-19 patients.

EMS maintained accreditation from the Commission on Accreditation of Ambulance Services (CAAS) which 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. The EMS Division's annual "Press the Chest" CPR community training event returned in FY 2022 as did an Honor Flight trip to take veterans to visit their memorials in Washington, D.C. EMS continues to provide critical care paramedic ground transport services, transporting seriously ill patients between healthcare facilities, with specially trained and credentialed paramedics that are Critical Care Paramedic-Certified by the International Board of Specialty Certification. EMS continued to provide tactical paramedics as a part of the Sheriff's Office Special Weapons and Tactics team. The addition of a 10-person crew will allow EMS to maintain current service levels and ensure adequate resources are available for the increased demand for services.

Animal Control is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals in the unincorporated areas of the County. Animal Control 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 2023 TENTATIVE BUDGET

# »» Office of Public Safety

## Business Plan

### MISSION STATEMENT

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:

1. Promoting safety through clinically superior and compassionate pre-hospital care and life safety education through the Division of Emergency Medical Services.
2. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control

### STRATEGIC PRIORITIES

#### ECONOMY



EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, job creation, workforce development, economic equity and mobility.

#### QUALITY OF LIFE



Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.



Q4 - Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need.

### STRATEGIC INITIATIVES

#### QUALITY OF LIFE

1. (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)

### ACTIONS

#### QUALITY OF LIFE

1.
  - a) Continue to engage with TMH and HCA Florida Capital Hospital to improve systems of care and further advance medical outcomes through process improvements, data sharing, and participation in multi-disciplinary quality initiatives. (In Progress)
  - b) Conduct a comprehensive medical protocol review and update. (In Progress)
  - c) Participate in the National EMS Quality Alliance to study and adopt best practices in the delivery of EMS services. (In Progress)
  - d) Seek re-accreditation from the Commission on Accreditation of Ambulance Services. (In Progress)
  - e) Provide community risk reduction programs such as CPR and AED, stop the bleed, and bicycle, pedestrian, and vehicle safety training. (In Progress)
  - f) Continue to participate in the Big Bend Healthcare Coalition, the Tallahassee Coalition for Coordinated Care, and with community stakeholders to coordinate services and improve medical outcomes. (In Progress)

## BOLD GOALS & 5-YEAR TARGETS



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

	FY 2022*	FY 2023*	FY 2024	FY 2025	FY 2026	TOTAL*
Students Connected	155	160	TBD	TBD	TBD	315

Note: This only reflects the number of students connected to skilled job opportunities by EMS through internships and the EMT to Paramedic Trainee Program. Other program areas, such as Human Resources and the Office of Economic Vitality also connect students to skilled job opportunities.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Public Safety




<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	11,810,456	14,831,150	16,038,337	949,205	16,987,542	17,858,305
Operating	7,571,952	8,925,102	9,229,828	216,963	9,446,791	9,486,917
Capital Outlay	18,372	38,000	-	151,700	151,700	-
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
<b>Total Budgetary Costs</b>	<b>19,472,030</b>	<b>23,865,502</b>	<b>25,339,415</b>	<b>1,317,868</b>	<b>26,657,283</b>	<b>27,416,472</b>
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Emergency Medical Services	17,772,399	21,995,039	23,398,118	1,293,683	24,691,801	25,388,171
Animal Control	1,699,630	1,870,463	1,941,297	24,185	1,965,482	2,028,301
<b>Total Budget</b>	<b>19,472,030</b>	<b>23,865,502</b>	<b>25,339,415</b>	<b>1,317,868</b>	<b>26,657,283</b>	<b>27,416,472</b>
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
135 Emergency Medical Services MSTU	17,772,399	21,995,039	23,398,118	1,293,683	24,691,801	25,388,171
140 Municipal Service	1,699,630	1,870,463	1,941,297	24,185	1,965,482	2,028,301
<b>Total Revenues</b>	<b>19,472,030</b>	<b>23,865,502</b>	<b>25,339,415</b>	<b>1,317,868</b>	<b>26,657,283</b>	<b>27,416,472</b>
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	143.80	145.80	151.40	10.00	161.40	161.40
<b>Total Full-Time Equivalents (FTE)</b>	<b>150.80</b>	<b>152.80</b>	<b>158.40</b>	<b>10.00</b>	<b>168.40</b>	<b>168.40</b>
<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Public Safety


## Emergency Medical Services (135-185-526)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County.</li> <li>2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County.</li> <li>3. Provide medical coverage at special event venues.</li> <li>4. Provide injury and disease prevention and community risk reduction training programs to citizens.</li> <li>5. Provide bystander care educational programs to citizens.</li> <li>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.</li> <li>7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural.</li> <li>8. Provide administrative oversight of the six volunteer fire departments.</li> </ol>
<b>Statutory Responsibilities</b>	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
<b>Advisory Board</b>	Emergency Medical Services Advisory Council

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room.	59%	20% <sup>1</sup>
	Percent of requests for services that result in a patient transport	64%	55% <sup>2</sup>
	EMS responses per 1,000 residents	151.768 <sup>4</sup>	95.0 <sup>3</sup>

Notes:

1. Florida EMSTARS Database, 2019
2. Florida EMSTARS Database, 2019
3. International City/County Management Association FY 2020 Benchmark Data for Jurisdictions with 250,000-499,000 population
4. Due to the rate of increase in call volume outpacing the rate of increase in population, Leon County far exceeds the standard benchmark.









FY 2022-2026 Strategic Plan							
Bold Goals & Five-Year Targets		FY 2022 <sup>2</sup> Estimate	FY 2023 <sup>2</sup> Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
	Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>1</sup>	155	160	TBD	TBD	TBD	315

Notes:

1. This only reflects the number of students connected to skilled job opportunities by EMS through internships and the EMT to Paramedic Trainee Program. Other program areas, such as Human Resources and the Office of Economic Vitality also connect students to skilled job opportunities.
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

# Office of Public Safety

## Emergency Medical Services (135-185-526)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of calls for service responded to <sup>1</sup>	45,018	49,502	46,900	51,800
	Number of transports made <sup>2</sup>	29,466	31,211	30,340	32,600
	Number of public education events conducted annually <sup>3</sup>	110	10	140	120
	Number of public access Automated External Defibrillators (AEDs) registered with the Division <sup>4</sup>	1,206	1,253	1,260	1,270
	Percent of trauma alert patients correctly identified by paramedics annually <sup>5</sup>	98%	98%	97%	98%
	Percent of stroke alert patients correctly identified by paramedics annually <sup>6</sup>	99%	100%	95%	98%
	Percent of STEMI patients correctly identified by paramedics annually <sup>7</sup>	100%	98%	98%	98%
	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually <sup>8</sup>	100%	100%	100%	98%

ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

#### Notes:

- In FY 2021, the division experienced a spike in the number of requests for service over the previous fiscal year by nearly 10%. The total number of requests for service represents the busiest year on record for the division. The FY 2022 and FY 2023 estimates reflect a standard growth rate of 2-5% from the FY 2020 actual.
- Actual transports to the hospital increased by 5.9% in FY 2021 corresponding to the significant increase in requests for service. The FY 2022 and FY 2023 estimates reflect a standard growth rate of 2-5% from the FY 2020 actual.
- In FY 2021, the division provided 10 public education and injury prevention programs to community groups in an effort to reduce the overall community health risk. The number of events, as well as citizen participation, was significantly less than the previous year due to COVID-19 delta variant and CDC guidelines on indoor gatherings. The number of public education events is expected to return to normal in FY 2022 and FY 2023.
- The number of AEDs in the community registered with the division increased to 1,253 in FY 2021 due to continuing efforts to get new and existing AEDs registered. This number is expected to steadily increase over FY 2022 and FY 2023.
- Based on Leon County EMS criteria, paramedics correctly identified 98% of trauma alert patients in FY 2021.
- Based on Leon County EMS criteria, paramedics correctly identified 100% of stroke alert patients in FY 2021.
- Patients experiencing a myocardial infarction are expected to be identified 98% of the time. Accurate assessment of a heart attack by paramedics results in faster in-hospital times and corresponding improved mortality rates.
- Paramedics continue to transmit 100% of EKGs identified to the receiving hospital due to on-going emphasis on quality measure activities and improvements to the technology used during transmission.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Public Safety

## Emergency Medical Services (135-185-526)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	11,357,274	14,299,213	15,531,716	942,406	16,474,122	17,329,386
Operating	6,396,754	7,657,826	7,866,402	199,577	8,065,979	8,058,785
Capital Outlay	18,372	38,000	-	151,700	151,700	-
Total Budgetary Costs	17,772,399	21,995,039	23,398,118	1,293,683	24,691,801	25,388,171

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
135 Emergency Medical Services MSTU	17,772,399	21,995,039	23,398,118	1,293,683	24,691,801	25,388,171
Total Revenues	17,772,399	21,995,039	23,398,118	1,293,683	24,691,801	25,388,171

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Quality Assurance Coordinator	-	-	1.00	-	1.00	1.00
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Dir. Office of P.S. & 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 Imp. & Educ. Mgr.	1.00	1.00	1.00	-	1.00	1.00
EMS Field Operations Supv.	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	14.00	14.00	14.00	-	14.00	14.00
Sr. Administrative Associate	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level I) - SS	15.00	13.00	9.00	-	9.00	9.00
Paramedic I	7.00	7.00	9.00	-	9.00	9.00
EMS Medical Billing Tech.	1.00	1.00	-	-	-	-
EMT I	-	-	3.00	-	3.00	3.00
EMS Supply Technician	2.00	4.00	4.00	-	4.00	4.00
Paramedic I - Part-Time	3.60	2.80	1.20	-	1.20	1.20
EMT I - Part-Time	0.60	1.80	2.40	-	2.40	2.40
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	11.00	14.00	25.00	5.00	30.00	30.00
Paramedic I - System Status	42.00	38.00	35.00	5.00	40.00	40.00
Paramedic - System Status	4.00	8.00	6.00	-	6.00	6.00
Paramedic II (Level 2) - SS	3.00	4.00	6.00	-	6.00	6.00
EMT II - System Status	13.00	11.00	13.00	-	13.00	13.00
Paramedic II (Level I)	2.00	1.00	-	-	-	-
EMT II	9.00	9.00	5.00	-	5.00	5.00
EMT II - Part-Time	0.60	1.20	1.80	-	1.80	1.80
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	143.80	145.80	151.40	10.00	161.40	161.40

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
EMS 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



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Office of Public Safety

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#### Emergency Medical Services (135-185-526)

The major variances for the FY 2023 Emergency Medical Services 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$73,338.
2. Addition of a 10-person crew to maintain current service levels and ensure adequate resources are available for the increased demand for services, in the amount of \$493,943. The cost of the crew is net of an offsetting reduction in overtime of \$287,232.
3. Other Operating costs in the amount of \$47,000 associated with equipment costs in support of the new crew.
4. Special day and extra shift stipends in the amount of \$370,000 to incentivize staff to work extra shifts during critical staffing periods.
5. Agreement with the City of Tallahassee Fire Department to provide Advanced Life Support in the amount of \$139,462.
6. Increase in oxygen costs in the amount of \$6,000.
7. Operating supplies in the amount of \$28,940 to account for disposal of materials and the purchase of new medical supplies.
8. Training costs in the amount of \$25,175 to fund the EMT to Paramedic training program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Public Safety

## Animal Control (140-201-562)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas.</li> <li>2. Patrol for stray, nuisance, or dangerous animals including humane trapping.</li> <li>3. Investigate allegations of neglect or cruelty to animals and resolve complaints.</li> <li>4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan.</li> <li>5. 24-hour emergency rescue and medical care of sick, diseased and/or injured domestic animals.</li> <li>6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	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)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Maintain customer complaint rate at 5 per 1,000 calls received <sup>1</sup> .	1.0	.01	2.0	1.0
	Number of citations issued <sup>2</sup>	40	57	75	110
	Number of field service calls (service calls including follow-ups) <sup>3</sup>	3,940	3,597	4,000	4,340
	Return 7% of lost pets to their owners annually <sup>4</sup> .	7%	21%	7%	7%
	Reduce field impounds at the Animal Shelter by 3% annually <sup>5</sup> .	23%	29%	23%	23%

## Notes:

1. As part of Leon LEADS Core Practices Initiative, a strong emphasis was placed on customer satisfaction training. In addition, the reclassification of an Administrative position to an Animal Control Officer enables Officers to resolve calls more efficiently.
2. The Division has continued a practice that emphasizes education and assistance prior to formal enforcement. Despite these efforts, owner compliance has decreased resulting in a 43% increase in citations issued in FY 2021. Estimates are anticipated to increase due to lack of owner compliance.
3. The slight decrease in field service calls in FY 2021 was attributed to a decrease in call volume during the COVID-19 pandemic. Field calls are estimated to return to pre-COVID-19 levels in FY 2022 and FY 2023.
4. The division returned 21% of lost pets in the field in FY 2021. This is above the target of 7% and is directly related to owners utilizing microchips and many owners still working from home allowing them to reclaim their animals in the field. The FY 2022 and FY 2023 estimates decrease as the number of animals impounded in the field declines.
5. The Animal Service Center continues to require appointments and offer alternative options for citizens who find lost animals which contributes to a reduced need for field impounds. There were 685 field impounds in 2020 and 488 in 2021. The number is anticipated to remain constant in FY 2022 and FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Public Safety

## Animal Control (140-201-562)

Budgetary Costs	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	Budget
Personnel Services	453,182	531,937	506,621	6,799	513,420	528,919
Operating	1,175,198	1,267,276	1,363,426	17,386	1,380,812	1,428,132
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,699,630	1,870,463	1,941,297	24,185	1,965,482	2,028,301

Funding Sources	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	Budget
140 Municipal Service	1,699,630	1,870,463	1,941,297	24,185	1,965,482	2,028,301
Total Revenues	1,699,630	1,870,463	1,941,297	24,185	1,965,482	2,028,301

Staffing Summary	FY 2021	FY 2022	FY 2023	FY 2023	FY 2023	FY 2024
	Actual	Adopted	Continuation	Issues	Budget	Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Sr. Animal Control Officer	3.00	3.00	3.00	-	3.00	3.00
Animal Control Officer	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2023 Animal Control 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$6,799.
2. Communication costs associated with smart phones with data plans and wireless connectivity for laptops for staff in the amount of \$6,300.
3. Contractual services in the amount of \$76,000 for the County's share of the agreement with the City of Tallahassee for the Animal Shelter.
4. In response to the COVID pandemic, non-essential travel and training was reduced by 50% in FY 2021. In FY 2022, this funding was restored to 75%. This funding is restored to pre-pandemic levels in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Library Services Index

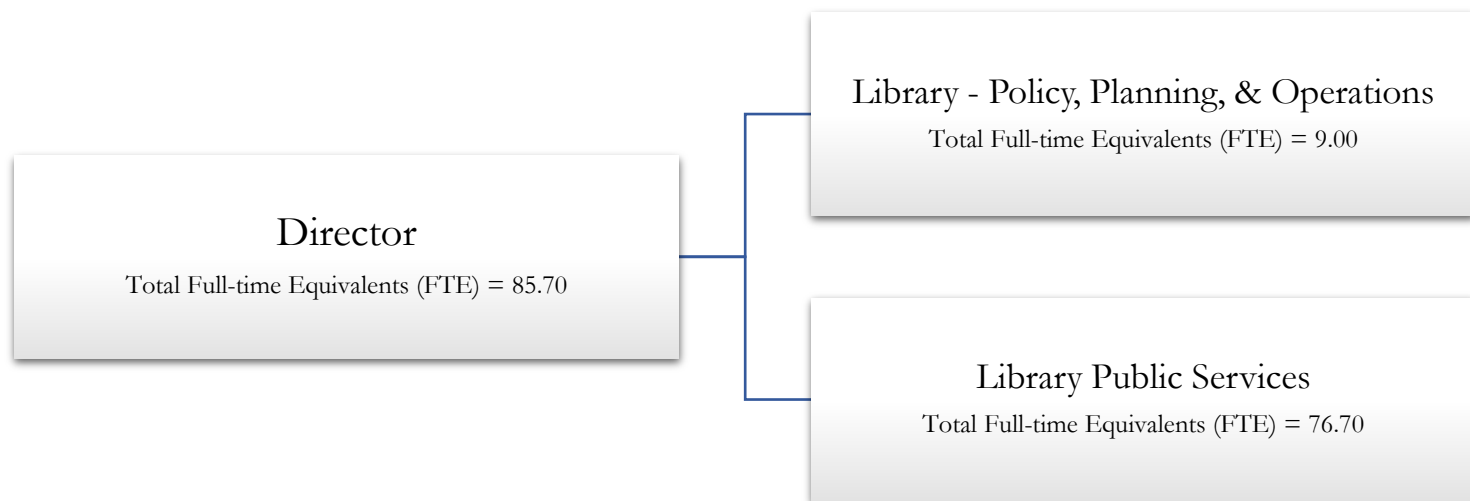
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Library Services Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office Library Services Executive Summary

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The Office of Library Services section of the Leon County FY 2023 Annual Budget includes Library Policy, Planning & Operations and Library Public 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

The Essential Libraries Initiative (ELI) continues to focus on serving the residents of Leon County as set by the strategic plan. To facilitate additional enhancements, \$1.0 million has been appropriated from the American Rescue Plan Act (ARPA) funding in FY 2022. COVID-19 greatly affected the programs and services that have been offered over the past two years, however the Library continues to look for new and innovative ways to provide a delightful and engaging experience of library services. Since the ELI inception, 15.5 vacant positions have been converted to enhanced services such as expanded digital collection and programming.

The Library of Things officially launched in February 2022. This Friends of the Library sponsored program allows residents with a library card to check out nontraditional items such as tools, music items, outdoor games, and other "things" for two weeks. The concept of "try before you buy" was prompted by the need to provide a more sustainable environment and promote fiscal responsibility. After reviewing the Frenchtown Neighborhood First Plan and working with the Office of Human Services and Community Partnerships, it was proposed to institute a means to ensure that all residents of Leon County have equal access to items that promote home improvement, healthy living, and an overall good quality of life.

With attempts to help tackle the digital divide, the Library received a grant for \$78,998 through the Federal Communications Commission (FCC's) Emergency Connectivity Fund to purchase 100 Wi-Fi hotspots, 100 Kindle HD tablets and 188 Chromebooks for checkout. Residents working at home, taking classes, and needing access to services offered through the library and other community resources will be able to utilize these tools at home or in places that connectivity is not available. The purchase replaced the Library's 35 aging hotspots to 100 faster, more up-to-date devices. In addition, the hotspot data plan has been upgraded from limited to unlimited and support multiple devices simultaneously, making it possible for family members to benefit from the loan of a single device.

Programs for the NEA Big Read Toni Morrison's Beloved brought the community together for family-friendly activities and shed light on the struggles that people of that era encountered. This eight-week program series taught about the importance of family, genealogy, and trauma. With book discussions led by local professors, participants took a deep dive into this work and developed an understanding of Toni Morrison's story. Dr. Kendra Mitchell led a Library Lecture Series, Creating Beloved Communities: Lessons from Toni Morrison's Beloved Professional Work, that challenged participants to understand the important role community plays in our everyday lives. Genealogy workshops helped residents trace their history and discussions and presentations on trauma by the FAMU Office of Counseling Services, spoke to the hurt that some experience with tips to start the healing process. The family friendly activities included a StoryWalk at the NEA Big Read Kick-Off, "Dear Banned Author" self-directed youth writing kit and a Youth Family Tree Workshop.

Through the Health Literacy Series, patrons experienced an "easy walk" and plant discussions around Pedrick Pond, nutrition workshop, as well as, mental wellness, food safety and fire safety events. This series of programs addressed the emotional, mental, medical, and financial well-being of seniors and their caregivers. In April 2022, six-part series; Celebrating Life & Understanding Death a conversation about death and dying was launched.

The Seed Library continues to be a big hit in the community. By focusing on food seeds, the library recognizes the problems of food insecurity and strives to provide as many resources as possible to the community. As the only recipients in Florida to receive the #PlantWildflowers grant, in partnership with WFSU, #PlantWildflowers presents programming around the importance of protecting pollinators and the impact to the environment by giving away wildflower seeds.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Library Services

## Business Plan

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### 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

#### QUALITY OF LIFE



Q2 - Provide relevant and essential offerings thorough our libraries and community centers which promote literacy, life-long learning, and social equity.

#### GOVERNANCE



G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.

### STRATEGIC INITIATIVES

#### QUALITY OF LIFE

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1. (Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)

### ACTIONS

#### QUALITY OF LIFE

1.
  - a.) Developed the Library of Things to support a sustainable and shared environment. (Complete)
  - b.) Work with HR to assist Leon County job applicants with filling out applications. (In Progress)
  - c.) Introduce STEM and STEAM activities to children in the community through partners (MagLab, 4-H, etc.). (In Progress)
  - d.) ECF (Emergency Connectivity Fund) grant to supply 188 Chromebooks, 100 Kindles and 100 hotspots to those in need. (In Progress)
  - e.) Work with the Florida Center for Reading Research to assist staff with literacy training. (Ongoing)
  - f.) Participating in Career Online High School program to help interested in getting a high school diploma. (Ongoing)
  - g.) Homework Hub one-on-one tutoring. (Ongoing)
  - h.) Expanded the library internship program. (Ongoing)
  - i.) Collaborated with WFSU to host StoryCorp. (Complete)

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Library Services

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,707,836	5,044,855	5,512,148	(31,894)	5,480,254	5,647,522
Operating	590,715	696,264	700,240	-	700,240	700,845
Capital Outlay	540,361	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Library Services	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
Total Budget	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
Total Revenues	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Library Services	89.70	87.70	87.70	(2.00)	85.70	85.70
Total Full-Time Equivalents (FTE)	89.70	87.70	87.70	(2.00)	85.70	85.70
<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Library Services	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 2023 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,707,836	5,044,855	5,512,148	(31,894)	5,480,254	5,647,522
Operating	590,715	696,264	700,240	-	700,240	700,845
Capital Outlay	540,361	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Lib - Policy, Planning, & Operations (001-240-571)	735,857	1,068,067	961,646	4,020	965,666	984,059
Library Public Services (001-241-571)	5,103,056	5,211,377	5,789,067	(35,914)	5,753,153	5,902,633
Total Budget	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692
Total Revenues	5,838,912	6,279,444	6,750,713	(31,894)	6,718,819	6,886,692

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Lib - Policy, Planning, & Operations	10.00	9.00	9.00	-	9.00	9.00
Library Public Services	79.70	78.70	78.70	(2.00)	76.70	76.70
Total Full-Time Equivalents (FTE)	89.70	87.70	87.70	(2.00)	85.70	85.70








<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Library Public Services	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 2023 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services – (001-240-241,571)

<b>Goal</b>	The mission of the LeRoy Collins Leon County Public Library System is to be an essential resource and place for learning, engagement and innovation that provides for our community's changing needs.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials.</li> <li>2. Provide reference and information services, readers' advisory, and technology assistance in person, by telephone and electronically.</li> <li>3. Provide programs and learning opportunities for all ages, including literacy services and homework help tutoring, interactive story time programs for infants &amp; toddlers, preschoolers, youth and families; summer reading programs; teen and adult programs; and special events.</li> <li>4. Engage with the community via outreach activities, partnerships, programs, and volunteer opportunities.</li> <li>5. Offer online services, including library card registration, library catalog, mobile app, materials requests and reserves; provide access to subscription information services, downloadable and streaming media; and disseminate information via electronic newsletters, events calendars, web site and social media.</li> <li>6. Provide public access to the internet, computers, printers, and technology instruction.</li> <li>7. Offer voter registration and space for supervised voting, free income tax forms and assistance, and meeting rooms for public use.</li> <li>8. Provide access to quality, relevant library collections systemwide through selection, processing, and management of all library materials.</li> <li>9. Maintain integrity of system catalog and participate in the national library catalog database.</li> <li>10. Maintain a library system-wide courier service.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code, Appendix C Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B2 "State Aid to Libraries Grant Program."
<b>Advisory Board</b>	Library Advisory Board












Benchmarking			
Strategic Priorities	Benchmark Data <sup>1</sup>	Leon County	Benchmark
	Cost Per Capita	\$19.79	15th out of 30
	Materials Expenditures Per Capita	\$1.28	26th out of 30
	Circulation Items Per Capita	4.5	7th out of 30
	Square feet Per Capita (State Standard 0.6 sf)	0.52	9th out of 30
	Children's Circulation Per Capita <sup>2</sup>	1.56	4th out of 29
	Population Per Full-Time Equivalent	0.34/1000	8th out of 30
	Percent of Population with Library Cards	42%	17th out of 30

Benchmark Source:

1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2020 (most current vetted information) for libraries with service population 100,001 -750,000.
2. Only 30 libraries in our service population category responded to this benchmark.

## »» Office of Library Services

### Library Services – (001-240-241,571)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of total Library visits <sup>1</sup>	940,194	886,117	1,061,127	1,100,000
	Number of items in Library Collection <sup>2</sup>	429,734	461,986	439,495	440,000
	Number of total Material Circulation <sup>3</sup>	1,334,904	1,393,773	1,274,330	1,300,000
	Number of total computer sessions <sup>4</sup>	199,900	129,790	84,206	90,000
	Total public internet use in hours <sup>5</sup>	104,773	71,348	116,588	120,000
	Number of users receiving technology and digital literacy instruction <sup>6</sup>	14,187	16,786	12,634	14,000
	Number of Library programs held <sup>7</sup>	997	1,354	1,532	1,200
	Number of Library program attendees <sup>8</sup>	25,494	38,746	31,575	36,000
	Library Cardholders <sup>9</sup>	128,964	134,709	142,000	147,000
	Followers on Social Media <sup>10</sup>	9,716	10,086	10,563	12,000
	Number of K-12 students receiving homework and reading help <sup>11</sup>	49	80	841	900

Notes:

- The total number of library visits includes door counts (in-person visits), curbside service, and website visits. Many patrons access the library through the online catalog or apps. The online catalog has been accessed 240,417 times in a six-month period for FY 2022. Door counts continue to be lower than pre-COVID levels, however patron access through the online catalog shows strong growth with FY 2023 traffic returning to normal.
- Implementation of Baker & Taylor Collection HQ and other collection development and maintenance modules in FY 2022 resulted in slower growth with the targeted removal of physical items that had not circulated in five or more years. This weeding is in preparation for future capital improvement projects as part of the Essential Libraries Initiative that identifies different uses of space as community needs evolve. The collection includes downloadable collection; Kanopy, Overdrive, Flipster Baker& Taylor audiobooks, and eBooks. FY 2023 estimates the volume of the collection will remain the same.
- This performance measure varies year to year based on circulation trends as under-used materials are replaced with new items. This measure includes traditional library materials (books and digital content) as well as nontraditional library materials (hotspots, telescopes, laptops, disc-rdr). This has been expanded in FY 2023 to include the Seed Library and the Library of Things.
- Patrons using the public computers has decreased, as more are using personal devices to access the internet. In FY 2022, the computers in the adult section have been reconfigured to create a more relaxing and independent working environment. The space change provides more privacy when working on the public computers and allows for easier access when staff assistance is needed. Laptop checkout has resumed to allow for computer usage throughout the library, giving patrons the opportunity to also work in tutor rooms independently.
- Public internet access by hours has increased by 63% in FY 2022. Even though there has not been an increase in library computer sessions, FY 2022 and FY 2023 estimates reflect patrons accessing the library Wi-Fi on personal devices and using the internet longer.
- Universal Class and Learning Express are online platforms that offer a large variety of online instructional lessons to library card holders. Library staff are available to assist patrons at computers with questions from basic computing to formatting Excel spreadsheets. Working with Human Resources, the Library staff has been trained to assist potential Leon County employees with the job application process. The Library also participates in the Career Online High School program, offering adults the opportunity to earn a high school diploma and specialized certificates. The increase in the FY 2023 estimate is due to expanded outreach efforts and an increased presence on virtual platforms.
- The number of programs held has grown by 13% in FY 2022 and includes both in-person and virtual events. The Library has set a goal of having 1,200 programs for FY 2023. Reducing the number of programs will allow the Library to focus on quality programming lead by the Essential Libraries Initiative (ELI) and develop meaningful community partner relationships. Programs will be assessed on an annual basis to determine their validity.
- Program attendance decreased by 9% in FY 2022 and includes virtual live program attendance; views of recorded programs; and in-person attendance. With a decrease in the number of library programs offered, the Library should see an increase in number of attendees (in-person, virtual and hybrid). FY 2023 will streamline programs to capture the ELI focus areas.
- The number of cardholders is estimated to increase by 5% in FY 2022 and 4% in FY 2023 due to additional community outreach.
- Includes Facebook and Instagram followers, and MeetUp group members. The FY 2023 estimates include Newsletter readership.
- Implemented in FY 2020, Homework Hub offers both virtual and in-person assistance to students at no cost and directly supports the ELI. The Library offers other programs and workshops related to assisting K-12 students with schoolwork throughout the year, as well. COVID-19 led to a decrease in student participation in 2020 and 2021 but follows the trend of youth activities returning to pre-pandemic levels in 2022 and 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services - Lib - Policy, Planning, &amp; Operations (001-240-571)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	568,618	810,898	703,779	4,020	707,799	726,192
Operating	167,239	257,169	257,867	-	257,867	257,867
Total Budgetary Costs	735,857	1,068,067	961,646	4,020	965,666	984,059
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	735,857	1,068,067	961,646	4,020	965,666	984,059
Total Revenues	735,857	1,068,067	961,646	4,020	965,666	984,059
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Library Director	1.00	1.00	1.00	-	1.00	1.00
Chief Innovation Officer	1.00	1.00	1.00	-	1.00	1.00
Library Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Application Systems Analyst II	1.00	1.00	-	-	-	-
Graphic Design Specialist	-	-	1.00	-	1.00	1.00
Information Professional	1.00	1.00	2.00	-	2.00	2.00
Senior Administrative Associate	3.00	2.00	2.00	-	2.00	2.00
Computer Support Technician	1.00	1.00	-	-	-	-
Grants & Contracts Specialist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	10.00	9.00	9.00	-	9.00	9.00

The major variances for the FY 2023 Library Services 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$4,020.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services - Library Public Services (001-241-571)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	4,139,218	4,233,957	4,808,369	(35,914)	4,772,455	4,921,330
Operating	423,477	439,095	442,373	-	442,373	442,978
Capital Outlay	540,361	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	5,103,056	5,211,377	5,789,067	(35,914)	5,753,153	5,902,633

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,103,056	5,211,377	5,789,067	(35,914)	5,753,153	5,902,633
Total Revenues	5,103,056	5,211,377	5,789,067	(35,914)	5,753,153	5,902,633

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Literacy Project Coordinator	1.00	-	-	-	-	-
Library Special Services Coordinator	3.00	4.00	4.00	-	4.00	4.00
Library Services Coordinator	8.00	8.00	8.00	-	8.00	8.00
Application Systems Analyst II	-	-	1.00	-	1.00	1.00
Library Services Assistant II	14.00	14.00	14.50	0.50	15.00	15.00
Courier	1.00	1.00	1.00	-	1.00	1.00
Information Professional	15.00	15.00	14.00	-	14.00	14.00
Senior Library Services Specialist	4.00	4.00	4.00	-	4.00	4.00
Library Services Specialist	16.00	16.00	16.00	-	16.00	16.00
Library Services Manager	2.00	2.00	2.00	-	2.00	2.00
Community Resources Specialist	1.00	1.00	1.00	-	1.00	1.00
Information Professional - PT	0.50	-	-	-	-	-
Library Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Library Services Assistant II	4.20	4.20	3.70	(1.00)	2.70	2.70
Library Services Assistant I	1.00	-	-	-	-	-
Library Services Assistant I	8.50	9.00	9.00	(1.50)	7.50	7.50
Total Full-Time Equivalents (FTE)	79.70	78.70	78.70	(2.00)	76.70	76.70

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 Library Public Services 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$81,745. Reclass of a Computer Support Technician to a Graphic Design Specialist in the amount of \$12,123.

## Decreases to Program Funding:

1. As part of the Essential Library Initiative and to enhance customer experience, technology and space innovations are being implemented that allow for a reduction of vacant positions at the Library. For FY 2023, two vacancies at the Library have been eliminated. This reduction off-sets the addition of the Grants Coordinator and Facilities Technician IV.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Intervention & Detention Alternatives Index

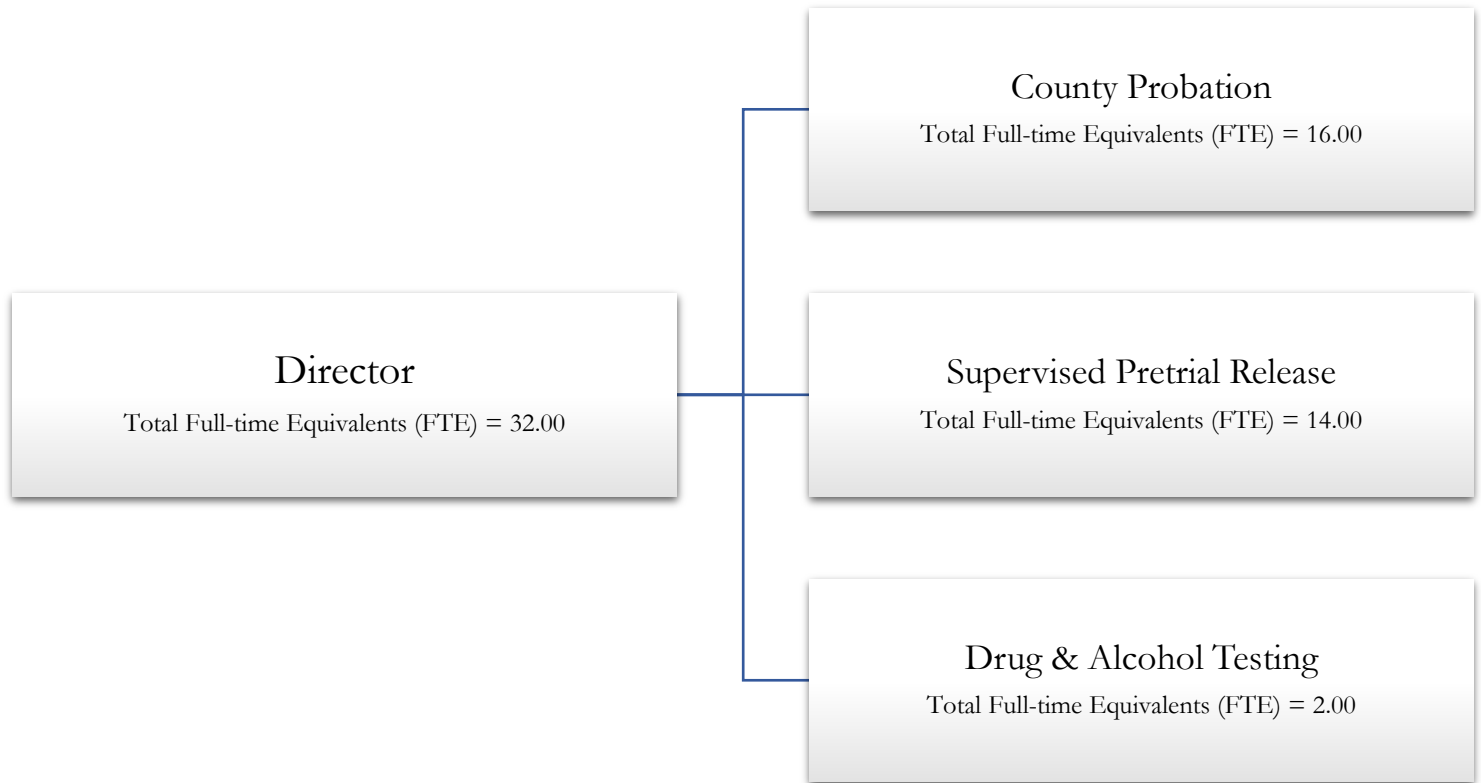
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Intervention & Detention Alternatives Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office Intervention & Detention Alternatives Executive Summary

The Office of Intervention & Detention Alternatives section of the Leon County FY 2023 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the funding contract for the Juvenile Assessment Center and other related division 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.

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 (PSCC), which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Dori Slosberg Driver Education Safety Act," The Juvenile Civil Citation Program, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

In FY 2021, the Board allocated \$100,000 in support of programs and initiatives to assist all citizens in attaining a better quality of life and reducing factors which may impact criminal activity. In July 2021 the Board approved the PSCC's recommendation to utilize the allocation to create a Landlord Risk Mitigation Fund. It is the consensus of the PSCC that the lack of affordable housing, particularly for individuals with a criminal record, is a primary barrier to a returning citizen's successful reentry into the community. This program was designed to incentivize landlords, through a financial safety net, to make affordable housing available to individuals who would otherwise be considered "high-risk" due to low income, negative rental histories, and criminal records. The Landlord Risk Mitigation Program was developed through the County's Housing Department with criteria to ensure the allocated funding is utilized for individuals released from the Leon County Detention Facility. Expanding housing programs for this population improves housing stability and reduces recidivism among returning citizens.

The Supervised Pretrial Release Program (SPTR) is Leon County's primary resource to provide alternatives to incarceration and to help manage the inmate population. Although the SPTR Program is administered through OIDA, the Chief Judge of the Second Judicial Circuit establishes the rules and guidelines to ensure its efficient operation in serving the judicial process. To help prevent the spread of COVID-19, the Chief Judge required individualized inquiry of the person's ability to post a bond and whether alternatives to bond including conditions of release, would provide adequate assurance of the person's appearance, the safety of the community, and the integrity of the judicial process. This new policy increased the number of people assigned to the SPTR Program. One year after the new Administrative Order went into effect, an average of 710 were supervised monthly, an increase of 44%. By the end of 2021, the number of defendants in the County's SPTR Program had increased by 75% from 710 to 1,244 people. To maintain an appropriate officer-to-offender ratio, the Board approved the addition of two Pretrial/Probation Officer positions during FY 2022.

With funds allocated through the Dori Slosberg Fund, a total of 414 students from five public high schools received road driving experience from a certified driver's education instructor. The Florida Department of Motor Vehicles granted operator license waivers to 96% of the student participants. At the January 28, 2020 Board meeting, the Additional Civil Traffic Penalty was increased from \$3 to \$5, providing an estimated \$40,000 - \$43,000 in additional annual revenue for high school driver education programs. However, due to the impacts of COVID-19 on the issuance of traffic citations with fewer drivers on the road, revenue in this program has not returned to pre-pandemic levels.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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

### QUALITY OF LIFE



Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.



Q4 - Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need.

### GOVERNANCE



G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.

## STRATEGIC INITIATIVES

### QUALITY OF LIFE

1. (Q3) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders and support reentry through regional partnerships and state and national efforts. (2022-23)

## ACTIONS

### QUALITY OF LIFE

1. a.) Leon County Intervention and Detention Alternatives (IDA) has partnered with the Leon County Sheriff's Office (LCSO) in providing job placement assistance through the Sheriff's All-In Business Pledge, 1,000 Jobs for Youth, and Pathways initiatives. (Ongoing)
- b.) Partner with the City of Tallahassee on the Landlord Risk Mitigation Program to assist returning citizens with overcoming barriers to affordable rental housing. (Ongoing)
- c.) On December 14, 2021, the Board allocated funds to support the hiring of two LCSO Homelessness Outreach Street Team (HOST) deputies to connect individuals at risk to becoming homeless with available housing and social services. As part of this effort, IDA is working with the HOST deputies to support returning citizens in complying with court-ordered conditions. (In Progress)
- d.) Recycling Smartphones for distribution to pre- and post-sentenced individuals on community supervision to maintain communications and improve successful outcomes of supervision and access to human services in the community. (Ongoing)

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Intervention &amp; Detention Alternatives

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	2,232,387	2,469,901	2,721,393	9,319	2,730,712	2,823,301
Operating	681,453	847,670	809,510	44,965	854,475	854,475
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	3,161,599	3,565,330	3,778,662	54,284	3,832,946	3,925,535

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Probation	1,427,552	1,670,064	1,744,180	4,645	1,748,825	1,793,355
Supervised Pretrial Release	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
Drug & Alcohol Testing	84,947	182,622	151,169	45,883	197,052	201,506
Total Budget	3,161,599	3,565,330	3,778,662	54,284	3,832,946	3,925,535

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	940	100,000	100,000	-	100,000	100,000
111 Probation Services	2,912,900	3,217,571	3,430,903	54,284	3,485,187	3,577,776
Total Revenues	3,161,599	3,565,330	3,778,662	54,284	3,832,946	3,925,535

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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	16.00	-	16.00	16.00
Total Full-Time Equivalents (FTE)	32.00	32.00	34.00	-	34.00	34.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## County Probation Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,152,889	1,283,750	1,356,256	4,645	1,360,901	1,405,431
Operating	26,903	138,555	140,165	-	140,165	140,165
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,427,552	1,670,064	1,744,180	4,645	1,748,825	1,793,355

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Probation (111-542-523)	1,178,853	1,322,305	1,396,421	4,645	1,401,066	1,445,596
Diversionary Programs (110-508-569)	940	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	1,427,552	1,670,064	1,744,180	4,645	1,748,825	1,793,355

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	940	100,000	100,000	-	100,000	100,000
111 Probation Services	1,178,853	1,322,305	1,396,421	4,645	1,401,066	1,445,596
Total Revenues	1,427,552	1,670,064	1,744,180	4,645	1,748,825	1,793,355

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET

## »»» Office of Intervention &amp; Detention Alternatives

## County Probation - Line Item - Detention/Correction (001-888-523)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 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, the organization that 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 2023 TENTATIVE BUDGET

 Office of Intervention & Detention Alternatives

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**County Probation - Diversionary Programs (110-508-569)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	940	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	940	100,000	100,000	-	100,000	100,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	940	100,000	100,000	-	100,000	100,000
Total Revenues	940	100,000	100,000	-	100,000	100,000


The FY 2023 Diversionary Program budget is recommended at the same funding level as the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET






## »» Office of Intervention &amp; Detention Alternatives

## County Probation (111-542-523)

<b>Goal</b>	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 wellbeing.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>Execute affidavits for violation of probation to notify the courts when offenders violate court ordered conditions.</li> <li>Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court ordered conditions.</li> <li>Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population.</li> <li>Administer random alcohol testing to defendants with court orders to abstain.</li> <li>Notify law enforcement to execute in office arrests of offenders with outstanding warrants when they are in the Probation Office.</li> <li>Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences.</li> <li>Maintain new cases as assigned by the courts with no loss of jurisdiction.</li> <li>Notify the Clerk of Courts when offenders complete their terms of probation, so case records may be closed.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload.	0.86	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					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates <sup>1</sup>	FY 2023 Estimates <sup>2</sup>
	Average End of Month number of hours per case, per Probation Officer. <sup>1</sup>	1.02	1.02	0.88	0.86
	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. <sup>2</sup>	31%	16%	19%	19%
	Schedule Work Program participants to defer Division of Operations labor costs by no less than \$100K annually (based upon min. wage only). <sup>3</sup>	\$31,753	\$1,573	\$17,787	\$18,676
	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned. <sup>4</sup>	74%	71%	80%	75%
	Schedule community service participants to ensure the equivalent of no less than 10 FTE's available to Non-Profit Agencies. <sup>5</sup>	12	9	6	10

Notes:

- The Division estimates a 2% decrease in the number of hours per case, per Probation/Pretrial Officer in FY 2023 over FY 2022 due to a rise in new assignments as the Courts increase the number of cases being disposed and sentenced to probation, as well as the addition of two new FTEs assigned to post-sentenced case management.
- Probation anticipates the number of technical violations to remain consistent in FY 2023 as the Division continues to address offender non-compliance through Technical Violation Notifications and implementing new strategies to reduce non-compliance with court-ordered conditions.
- The Division anticipates a 5% increase in the Division of Operations labor costs in FY 2023 over FY 2022 estimates due to an increase in assignments by the Court and case disposition rates increasing; the work program resuming operations post-COVID and an increase in the hourly minimum wage.
- The Division anticipates a 5% decrease in the completion of Work Program days due to more offenders failing to report on their scheduled date(s). The Probation staff is exploring methods to decrease the number of no-show days.
- The Division anticipates a 67% increase in the number of full-time equivalents (FTE) available to non-profits in FY 2023 than in FY 2022 due to an estimated 10% increase in the number of cases disposed by the courts and required to complete community service hours.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## County Probation - County Probation (111-542-523)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,152,889	1,283,750	1,356,256	4,645	1,360,901	1,405,431
Operating	25,963	38,555	40,165	-	40,165	40,165
Total Budgetary Costs	1,178,853	1,322,305	1,396,421	4,645	1,401,066	1,445,596
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
111 Probation Services	1,178,853	1,322,305	1,396,421	4,645	1,401,066	1,445,596
Total Revenues	1,178,853	1,322,305	1,396,421	4,645	1,401,066	1,445,596
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Director of IDA	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	1.00	1.00	2.00	-	2.00	2.00
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	6.00	6.00	5.00	-	5.00	5.00
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 2023 County Probation 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$4,645.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Supervised Pretrial Release Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,006,718	1,050,709	1,220,533	3,756	1,224,289	1,267,894
Operating	642,382	661,935	662,780	-	662,780	662,780
Total Budgetary Costs	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Pretrial Release (111-544-523)	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
Total Budget	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
111 Probation Services	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
Total Revenues	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Pretrial Release	14.00	14.00	16.00	-	16.00	16.00
Total Full-Time Equivalent (FTE)	14.00	14.00	16.00	-	16.00	16.00




## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET





## »» Office of Intervention & Detention Alternatives

### Supervised Pretrial Release – Pretrial Release (111-544-523)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Screen and interview arrestees booked in the Leon County Detention Facility on a 24/7 basis to assess whether they are eligible for release or must be held for First Appearance. Prepare information for the court's consideration at the arrestees' First Appearance hearings.</li> <li>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.</li> <li>3. Assist private vendor in monitoring defendants' Global Positioning Satellite (GSP) units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations, or other equipment issues. Instruct the defendant, if warranted, to take corrective action.</li> <li>4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions.</li> <li>5. Monitor defendants' SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol.</li> <li>6. Administer random alcohol tests to offenders ordered by the courts to abstain.</li> <li>7. Notify the law enforcement to execute in office arrests of defendants with outstanding warrants when they are in the SPTR office.</li> <li>8. Notify the courts of violations of imposed conditions.</li> <li>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.</li> <li>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 probation affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney's Office, Public Defender's Office, or private attorneys.</li> </ol>
<b>Statutory Responsibilities</b>	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 907.043 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.
<b>Advisory Board</b>	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

<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
	Annual average workload hours per Pretrial Officer, per case, per month based upon defendant risk factors and blended caseloads.	0.78	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 several 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.

<b>Performance Measures</b>					
<b>Strategic Priorities</b>	<b>Performance Measures</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Estimates</b>	<b>FY 2023 Estimates</b>
	Average End of Month number of hours per case, per Pretrial Officer <sup>1</sup>	1.02	0.78	0.95	0.95
	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 20% of the total supervised <sup>2</sup>	17%	16%	17%	18%
	Utilize intervention strategies to ensure no fewer than 70% of defendants supervised successfully complete pretrial <sup>3</sup>	65%	66%	69%	73%
	Divert jail operating costs by no less than \$30 million by promoting and utilizing supervised pretrial alternatives <sup>4</sup>	\$27.8	\$37.1	\$36.8	\$34.2

Notes:

1. The Division anticipates the number of hours per case per Probation/Pretrial Officer to remain consistent in FY 2023 due to a 1% increase in the number of new assignments in FY 2022 and the reallocation of one FTE to pre-sentence case management.
2. The Division anticipates a 6% increase in the number of Orders to Show Cause issued by the Courts for technical violations in FY 2023 which may be attributed to an increase in the number of homeless defendants assigned to supervision failing to report as required.
3. The Division anticipates a 6% increase in the number of defendants who will successfully complete pretrial release in FY 2023 due to a rise in the number of defendants reinstated to the program for continued supervision and their successful completion of court ordered conditions.
4. The Division anticipates a 7% decrease in the operating costs diverted from the Leon County Detention Facility in FY 2023 due to a reduction in the number of supervision days as a result of the courts increasing case dispositions by 38% since March 2021.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Supervised Pretrial Release - Pretrial Release (111-544-523)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,006,718	1,050,709	1,220,533	3,756	1,224,289	1,267,894
Operating	642,382	661,935	662,780	-	662,780	662,780
Total Budgetary Costs	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
111 Probation Services	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
Total Revenues	1,649,100	1,712,644	1,883,313	3,756	1,887,069	1,930,674
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	1.00	-	2.00	-	2.00	2.00
Probation/Pretrial Officer II	7.00	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	16.00	-	16.00	16.00

The major variances for the FY 2023 Pretrial Release 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$3,756.
2. Two Probation/Pretrial Officers were approved by the Board at the March 22, 2022 Leon County Detention Facility Population Management Workshop to assist with the increased caseload within the Supervised Pretrial Release Program.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Drug &amp; Alcohol Testing (111-599-523)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court ordered conditions to monitor abstinence.</li> <li>2. 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.</li> <li>3. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests.</li> <li>4. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines.</li> <li>5. Administer drug and alcohol tests to individuals referred by outside agencies.</li> <li>6. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection.</li> <li>7. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt.</li> <li>8. Maintain records for all court ordered urinalysis and alcohol testing.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug-Free Workplace 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.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of alcohol tests administered annually to court ordered defendants <sup>1</sup>	6,657	6,820	11,300	12,500
	Number of urinalysis tests administered annually to court ordered defendants <sup>2</sup>	7,426	8,657	16,500	16,500
	Number of urinalysis collections performed annually for other agencies <sup>3</sup>	151	88	116	125
	Number of DOT tests administered annually <sup>4</sup>	38	96	108	110
	Fees collected for alcohol tests <sup>5</sup>	\$41,241	\$56,719	\$59,000	\$60,000
	Fees collected for urinalysis tests <sup>6</sup>	\$61,390	\$80,455	\$131,000	\$137,550

## Notes:

1. The increase from FY 2021 to FY 2022 is due to a rise in the number of offenders sentenced to probation as the Courts continue to increase case dispositions and the Division resumes alcohol testing on weekends and holidays at the Leon County Detention Facility. The Division anticipates an 11% increase in the number of alcohol tests administered to court-ordered offenders in FY 2023 compared to FY 2022.
2. The Division anticipates the number of urinalysis tests administered to court-ordered defendants in FY 2023 to remain consistent as the number of pre and post-sentenced offenders required to submit to urinalysis testing remains steady with new client assignments to this court ordered condition.
3. The Division anticipates a 7% increase in the number of urinalysis tests administered in FY 2023 over FY 2022 due to the number of court ordered urinalysis tests rising as the Division resumes urinalysis testing for court ordered defendants from surrounding counties.
4. The Division anticipates a slight increase in the number of DOT tests administered in FY 2023 compared to FY 2022 due to a 33% increase in the number of DOT alcohol tests administered and a 10% increase in DOT urinalysis tests administered in FY 2021. Random DOT tests are administered at the discretion of Risk Management.
5. The Division anticipates a 5% increase in alcohol fee collections in FY 2022 and 2023 over FY 2021 due to a 15% rise in the number of offenders sentenced to probation and an increase in the number of fee accruals by the court.
6. The Division anticipates a 5% increase in urinalysis fee collections in FY 2023 due to the number of court ordered offenders and the number of accruals remaining consistent with new client assignments to this court ordered condition.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Drug &amp; Alcohol Testing (111-599-523)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	72,779	135,442	144,604	918	145,522	149,976
Operating	12,168	47,180	6,565	44,965	51,530	51,530
Total Budgetary Costs	84,947	182,622	151,169	45,883	197,052	201,506
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
111 Probation Services	84,947	182,622	151,169	45,883	197,052	201,506
Total Revenues	84,947	182,622	151,169	45,883	197,052	201,506
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 Drug & Alcohol Testing budget are as follows:

Increase to Program Funding:

1. Personnel Services increase is associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$918.
2. Operating costs in the amount of \$44,965 is due to the increase in individuals ordered by the courts to supervision that require court-ordered drug and/or alcohol testing for pretrial release, probation, specialty courts and pre-employment screenings, partially offset by additional revenue.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Office of Human Services & Community Partnerships  
Index**

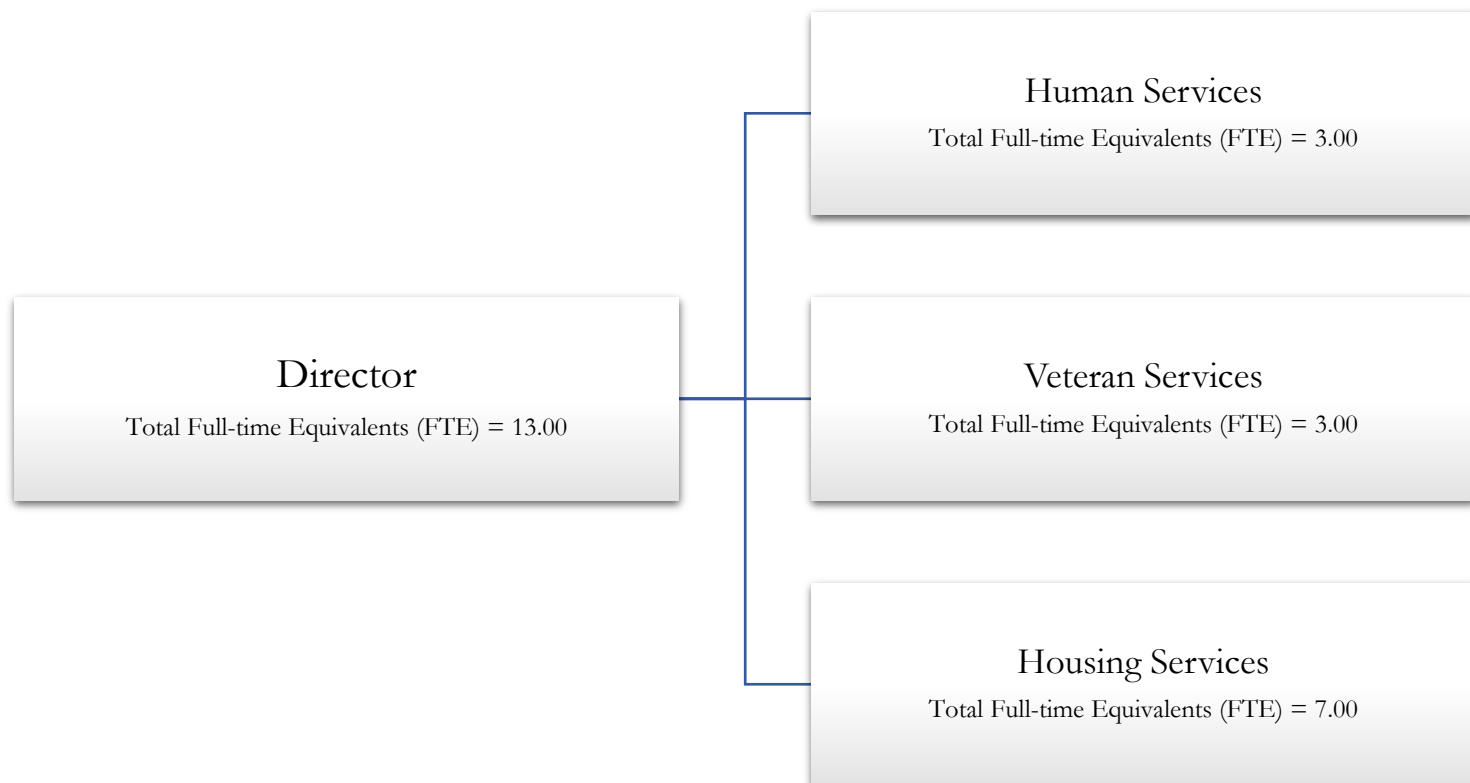
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# LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services & Community Partnerships Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office Human Services & Community Partnerships Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2023 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare and Veteran 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 healthcare providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with accessing federal, state, and local benefits earned for their military service.

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 provide home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of Leon County. The division continued to administer the Down Payment Assistance Program, funded in conjunction with Escambia Housing Finance Authority and the Tallahassee Lenders Consortium, allowing 10 first-time homebuyers to purchase a home in Leon County. Over 20 citizens were assisted in addressing critical repairs through the Emergency Short-Term Housing Repair Program. The Division launched a Relocation Program to provide financial support to households throughout Leon County that are either currently homeless or seeking new rental housing. The Relocation Program provides assistance with security deposit costs, three months of prospective rent, utility hook-up fees, and temporary hotel stay. An Affordable Housing Coordinator position was approved during the June Budget Workshop to administer two new programs to grow the inventory of affordable housing in the community as well as enhance services to program participants, contractors and developers throughout the application and case management process.

Human Services administers the funding and provides oversight to the human services activities provided to Leon County residents consistent with State mandates, Board policies, and Leon County's mission. Human Services administers funding for Medicaid, Child Protection Exams, Baker Act, Marchman Act, tubercular care, direct emergency assistance, and indigent burial programs. The division is also responsible for overseeing the County's participation in the Community Human Service Partnership (CHSP) program, allocating a combined \$4 million in partnership with the City to continue providing funding to more than 50 non-profit human service agencies. Through CHSP, an additional \$145,000 was allocated in FY 2022 to expand the Promise Zone, capturing additional areas of poverty. To support the Board's Strategic Initiative to address food insecurity, the FY 2023 budget includes a new full-time Engagement Manager position to foster long-term community relationships, \$60,000 to partnership with Second Harvest to purchase a mobile food pantry, and funding to conduct programming and events in partnership with community stakeholders to raise awareness of available resources.

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, including Bond Community Health Center, Neighborhood Medical Center, Capital Medical Society Foundation's We Care Network, FAMU Pharmacy, and the Apalachee Center. In FY 2021 and FY 2022, this program worked with the local federally qualified healthcare centers and the Leon County Health Department to conduct community-wide COVID-19 testing events.

The Leon County Division of Veterans Services is the County veteran liaison for the local community and is responsible for administering the County Military Grant Program, providing counseling and assistance to Veterans and their dependents, and processing benefit claims. In partnership with the City of Tallahassee, over 100 StarMetro Bus passes were provided, totaling 3,500 trips for low income and disabled veterans. The division facilitated claim actions that resulted in Leon County veterans receiving more than \$20 million in benefits. Additionally, 4,440 benefit counseling contracts were completed for veterans and their dependents and \$1,500 was added for the Veteran Preference Tax Voucher, which covers the cost of numerous building permit application for eligible disabled Leon County Veterans.






## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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

QUALITY OF LIFE	
	Q2 - Provide relevant and essential offerings through our libraries and community centers which promote literacy, life-long learning, and social equity.
	Q3 - Provide essential public safety infrastructure and services while supporting early intervention and prevention strategies.
	Q4 - Support and promote access to basic healthcare, mental health, affordable housing, and homeless prevention services to our community members most in need.
	Q5 - Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.
	Q6 - Assist local veterans and their dependents with securing entitled benefits and advocating their interests.

### STRATEGIC INITIATIVES

#### QUALITY OF LIFE

- (Q4) Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2022-24)
- (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2022-25)
- (Q3, Q4) Partner with the Children's Services Council of Leon County on opportunities to collaborate and coordinate on the funding, program delivery, program evaluation, and outcome measures for children and family services. (2022-29)
- (Q4) Coordinate with America's Second Harvest of the Big Bend and the City of Tallahassee to conduct community meetings in the neighborhood block groups with greatest food insecurity to identify and address their specific barriers to food security. (2022-31)
- (Q2, Q5) Work with the City of Tallahassee on the development and implementation of the Neighborhood First Program to engage residents and develop plans to address poverty and inequity in targeted neighborhoods including 32304. (2022-33)



6. (G3) Support law enforcement and community partners' programs and initiatives to address the causes and impacts of drug related crimes in our community. (2022-34)

## ACTIONS

### QUALITY OF LIFE

1. a.) Continue to meet weekly with providers of the Primary Healthcare Program to ensure access to affordable healthcare for low-income, uninsured County residents. (Ongoing)
  - b.) The County allocated \$800,000 under the County's American Rescue Plan Act (ARPA) expenditure plan the community's primary healthcare providers to ensure they have the necessary resources to serve the medical needs of Leon County's low-income residents. (Ongoing)
2. Meeting with federally qualified health centers to discuss the guidance provided to them by the Agency for Health Care Administration regarding the establishment of a syringe exchange program. (In Progress)
3. Bring back an agenda item to establish an MOU between the County, City of Tallahassee, and Children's Services Council. (In Progress)
4. a.) Hold nine (9) dinner meetings scheduled for May and June. (Complete)
  - b.) Bring back budget discussion item with food insecurity report and recommendations. (Complete)
5. a.) In May 2022, the County hosted the "Be Kind to Your Mind Mental Health and Wellness Event." (Complete)
  - b.) Prioritization of Promise Zone funding to programs that align with the Neighborhood First Plans. (Complete)
6. Support the hiring of two Homelessness Outreach Street Team (HOST) deputies whose responsibilities would focus on connecting individuals and families to available housing and a variety of social services including mental health counseling, substance abuse programs, veteran assistance programs, and more. (Complete)

## BOLD GOALS & 5-YEAR TARGETS



**Bold Goal:** Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing. (BG3)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Residents Housed	10	15	TBD	TBD	TBD	25

Note: To work toward this Bold Goal, the County, in partnership with the City of Tallahassee, has made a historic \$6.2 million investment of American Rescue Plan Act (ARPA) funding to expand the availability of permanent supportive housing through the Big Bend Continuum of Care (BBCoC) and County-City Community Human Services Partnership (CHSP). Through the BBCoC, local homeless services agencies have been awarded direct funding to support the placement of clients in permanent supportive housing beginning in June 2022. Through CHSP, funding will also be awarded to agencies to provide permanent supportive housing placements beginning in the Fall of 2022, following presentation of the CHSP Citizen Review Team recommendations to the Board in September 2022.



**Target:** Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Veteran Affairs Benefits	\$21,897,833	\$22,826,744	TBD	TBD	TBD	\$44,724,577

Note: For FY 2022, the Division of Veteran Services estimates nearly \$22 million in Veteran Affairs benefits will be secured for Leon County veterans and their families. To reach the target of \$150 million, an almost 30% increase, over the next five years, the County will continue to leverage partnerships with local veteran's agencies/groups and conduct targeted marketing and outreach to veterans.

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	842,494	892,872	1,136,398	15,805	1,152,203	1,189,122
Operating	2,156,815	2,573,926	2,577,524	170,230	2,747,754	2,685,881
Grants-in-Aid	6,266,889	6,637,384	6,750,702	284,200	7,034,902	7,051,131
Total Budgetary Costs	9,266,198	10,104,182	10,464,624	470,235	10,934,859	10,926,134

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Human Services	8,221,060	8,378,092	8,392,257	453,364	8,845,621	8,811,823
Veteran Services	263,623	358,291	386,455	1,500	387,955	395,013
Housing Services	781,515	1,367,799	1,685,912	15,371	1,701,283	1,719,298
Total Budget	9,266,198	10,104,182	10,464,624	470,235	10,934,859	10,926,134

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	9,140,356	9,362,642	9,458,175	470,235	9,928,410	9,919,685
124 SHIP Trust	125,842	741,540	1,006,449	-	1,006,449	1,006,449
Total Revenues	9,266,198	10,104,182	10,464,624	470,235	10,934,859	10,926,134

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Housing Services	6.00	6.00	7.00	-	7.00	7.00
Human Services	2.00	2.00	3.00	-	3.00	3.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	11.00	11.00	13.00	-	13.00	13.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Human Services Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	140,302	160,086	250,984	434	251,418	260,321
Operating	2,111,177	2,488,062	2,482,801	168,730	2,651,531	2,589,631
Grants-in-Aid	5,969,580	5,729,944	5,658,472	284,200	5,942,672	5,961,871
Total Budgetary Costs	8,221,060	8,378,092	8,392,257	453,364	8,845,621	8,811,823

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Baker Act & Marchman Act (001-370-563)	638,156	638,156	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,660,012	1,632,445	1,718,920	165,800	1,884,720	1,738,419
Health Department (001-190-562)	237,376	237,345	253,709	-	253,709	253,709
Medicaid & Indigent Burials (001-370-564)	3,423,427	3,250,753	3,179,281	-	3,179,281	3,272,127
Medical Examiner (001-370-527)	750,897	732,555	718,805	287,130	1,005,935	1,022,288
Primary Health Care (001-971-562)	1,467,431	1,836,838	1,833,386	434	1,833,820	1,837,124
Tubercular Care & Child Protection Exams (001-370-562)	43,760	50,000	50,000	-	50,000	50,000
Total Budget	8,221,060	8,378,092	8,392,257	453,364	8,845,621	8,811,823

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	8,221,060	8,378,092	8,392,257	453,364	8,845,621	8,811,823
Total Revenues	8,221,060	8,378,092	8,392,257	453,364	8,845,621	8,811,823





<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
CHSP & Emergency Assistance	1.00	1.00	2.00	-	2.00	2.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	3.00	-	3.00	3.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services & Community Partnerships

### Human Services (001-370-527,562,563,564,569)

<b>Goal</b>	The goal of Human Services is 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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> <li>Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons within Leon County;</li> <li>Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and</li> <li>Medical Examiner's Office.</li> </ul> </li> <li>Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program (DEAP).</li> <li>Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee which distributes community funds for human services to agencies throughout Leon County.</li> </ol>
<b>Statutory Responsibilities</b>	<p><b>Florida Statute 406.50</b> mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent.</p> <p><b>Florida Statute 39.304(5)</b> requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected.</p> <p><b>Florida Statute 406.08</b> requires county governments to pay the Medical Examiner the costs of fees, salaries, and expenses; transportation; and facilities.</p>
<b>Advisory Board</b>	None

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program. <sup>1</sup>	84	80	100	100
	Number of child protection exams paid. <sup>2</sup>	91	143	125	125
	Number of families served by the Direct Emergency Assistance Program (DEAP). <sup>3</sup>	81	36	90	23
	Number of CHSP agencies funded. <sup>4</sup>	50	50	52	52

## Notes:

- The Indigent Program provided burials/cremation for 80 residents in coordination with the County's Public Works Department and local funeral homes in FY 2021 and expects to provide burials/cremations for 100 residents in FY 2022 and FY 2023. Eligibility for the Indigent Burial Program includes the deceased person having died or having remains found in Leon County and one of the following: the deceased being unidentified, not having the means to pay for final disposition or is unclaimed by next of kin.
- Leon County provides funding to the Children's Home Society of Florida to provide child protection medical examination for alleged abused and neglected children. The number of exams varies, depending on cases resulting from reports to the Florida Abuse Hotline or to law enforcement. The FY 2022 and FY 2023 estimates are based on the average cases reported over the past three years.
- The Direct Emergency Assistance Program (DEAP) is expected to witness a one-time significant increase in number of families served due to the program having carry-over funding. Due to Leon County offering rental assistance through the Leon CARES COVID-19 relief program, DEAP funding in FY 2020 and FY 2021 was not fully exhausted and carried-over into FY 2022. The total number of families served is expected to decrease in FY 2023 due to the increase in rent assistance maximums from \$400/application to approximately \$1,300/application (based on Fair Market Rent limits) and the removal of a maximum utilities assistance award (utilities assistance is now limited by the dollar amount required to maintain services for the next 30 days and not by a hard cap). Average DEAP award / household is \$1,768 in FY 2022; \$40,000 total funding divided by the average DEAP award results in an estimated 23 total families served in FY 2023.
- For more than 20 years, the County and City of Tallahassee have partnered in the CHSP to provide a "one stop" process for human services grant funding to local human service agencies. In 2019, a two-year application and funding process was established; once all applications have been submitted, a Citizen Review Team reviews, evaluates, and makes funding recommendations for applicant agencies. The number of agencies and programs funded fluctuate from cycle to cycle due to new agencies receiving funding; previously funded agencies not applying for funding; or the CRT's evaluation of the application and presentation. The County's FY 2022 and FY 2023 budget includes \$1.4 million for CHSP. These funds supported 52 human service agencies that provided a total of 81 programs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Health Department (001-190-562)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	-	-	16,364	-	16,364	16,364
Grants-in-Aid	237,376	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	237,376	237,345	253,709	-	253,709	253,709
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	237,376	237,345	253,709	-	253,709	253,709
Total Revenues	237,376	237,345	253,709	-	253,709	253,709

The major variances for the FY 2023 Health Department budget are as follows:

1. Increase in the amount of \$16,364 due to the realignment of vehicle coverage from an internal service fund to reflect actual program area costs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Medical Examiner (001-370-527)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	75,493	87,459	73,709	92,930	166,639	166,639
Grants-in-Aid	675,404	645,096	645,096	194,200	839,296	855,649
Total Budgetary Costs	750,897	732,555	718,805	287,130	1,005,935	1,022,288
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	750,897	732,555	718,805	287,130	1,005,935	1,022,288
Total Revenues	750,897	732,555	718,805	287,130	1,005,935	1,022,288

Pursuant to Florida Statutes, counties are responsible for addressing the space needs of the Medical Examiner. When the ME moved to the County facility, the current ME through his associated pathology practice kept costs low since his pathology practice provided overhead support and thereby partially subsidized ME service in the district. However, to properly fund ME services in District 2, the new ME needs to increase fees to fully support the operation of required ME services which is the norm in Florida. Leon County was part of the remaining Medical Examiner District where services were provided in Florida using the current model where the ME is a private pathology practice. The revised District Medical Examiner fees are included in the FY 2023 budget.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Office of Human Services & Community Partnerships**
**Human Services - Tubercular Care & Child Protection Exams (001-370-562)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	43,760	50,000	50,000	-	50,000	50,000
Total Budgetary Costs	43,760	50,000	50,000	-	50,000	50,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	43,760	50,000	50,000	-	50,000	50,000
Total Revenues	43,760	50,000	50,000	-	50,000	50,000

The FY 2023 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Baker Act & Marchman Act (001-370-563)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	638,156	638,156	638,156	-	638,156	638,156
Total Budgetary Costs	638,156	638,156	638,156	-	638,156	638,156
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	638,156	638,156	638,156	-	638,156	638,156
Total Revenues	638,156	638,156	638,156	-	638,156	638,156

The FY 2023 Baker Act & Marchman Act budget is recommended at the same funding level as the previous fiscal year.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Medicaid & Indigent Burials (001-370-564)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	3,423,427	3,250,753	3,179,281	-	3,179,281	3,272,127
Total Budgetary Costs	3,423,427	3,250,753	3,179,281	-	3,179,281	3,272,127
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	3,423,427	3,250,753	3,179,281	-	3,179,281	3,272,127
Total Revenues	3,423,427	3,250,753	3,179,281	-	3,179,281	3,272,127

The major variances for the FY 2023 Medicaid & Indigent Burials are as follows:

Florida statutes requires counties to contribute to State Medicaid, for FY 2023, the County's portion decreased by \$71,472.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Human Services - CHSP &amp; Emergency Assistance (001-370-569)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	59,020	74,485	159,960	-	159,960	165,559
Operating	11,378	11,210	12,210	75,800	88,010	26,110
Grants-in-Aid	1,589,614	1,546,750	1,546,750	90,000	1,636,750	1,546,750
Total Budgetary Costs	1,660,012	1,632,445	1,718,920	165,800	1,884,720	1,738,419
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,660,012	1,632,445	1,718,920	165,800	1,884,720	1,738,419
Total Revenues	1,660,012	1,632,445	1,718,920	165,800	1,884,720	1,738,419
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
Neighborhood Engagement & Community Partnerships Manager	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	2.00	-	2.00	2.00

The major variances for the FY 2023 Community Human Services Partnership & Emergency Assistance 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Costs associated with Strategic Initiative #2022-31 to address food insecurity including: a partnership with Second Harvest to provide a one-time contribution towards the purchase of a mobile food pantry vehicle (\$60,000) as recommended actions following the Food Insecurity Neighborhood Meetings held in May/June 2022; \$5,000 to conduct programming and events in partnership with the City of Tallahassee, Children Services Council, and the United Way of the Big Bend to raise awareness of available resources in the community for basic needs; and the addition of a new Neighborhood Engagement & Community Partnerships Manager position to foster long-term relationships between the food insecure neighborhoods, the County, and healthcare and human service providers.
3. \$61,900 for the continued partnership with the FSU Askew School of Public Administration and Policy to implement the Community Human Services Partnership performance measurement system for the upcoming two-year funding cycle, as approved by the Board on April 12, 2022.
4. \$5,000 to host Diversity, Equity, and Inclusion (DEI) trainings for Leon County, City of Tallahassee, and CHSP grantees as approved by the Board at the September 2021 meeting. The City of Tallahassee is to reimburse Leon County for half the portion of costs incurred to Leon County for CHSP DEI trainings.
5. Software in the amount of \$3,900 to assist in identifying next of kin for indigent burials.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services & Community Partnerships

### Primary Healthcare (001-971-562)

<b>Goal</b>	The goal of Primary Healthcare is to improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Collaborate with healthcare partners for the provision of healthcare services for uninsured and financially indigent residents.</li> <li>2. Partner with healthcare providers and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare.</li> <li>3. Provide administrative and fiduciary oversight to ensure program and contract compliance.</li> <li>4. Collaborate with CareNet partners and other community partners to achieve program goals.</li> <li>5. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> <li>• Medicaid, which covers nursing home and hospital stays for eligible residents;</li> <li>• Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county;</li> <li>• Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs;</li> <li>• 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</li> <li>• Tubercular Care, which funds transportation costs for tuberculosis patients for treatment.</li> </ul> </li> </ol>
<b>Statutory Responsibilities</b>	<p><b>Florida Statute 154.011</b> requires that a county offer primary care services through contracts for Medicaid recipients and other qualified low-income persons.</p> <p><b>Florida Statute 409.915</b> requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients.</p> <p><b>Florida Statute 154.301-331 (HCRA)</b> 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><b>Florida Statute 394.76</b> 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><b>Florida Statute 392.68</b> requires county governments to pay all fees, mileage, and charges to sheriff for the transport of tuberculosis patients.</p>
<b>Advisory Board</b>	None

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of healthcare visits residents received through the Competitive Provider Reimbursement Pool <sup>1</sup>	6,848	6,844	5,900	8,000
	Value of prescriptions filled by FAMU Pharmacy <sup>2</sup>	\$2,917,353	\$494,586	\$120,000	\$307,300
	Value of specialty medical and dental care provided through We Care <sup>3</sup>	\$3,514,272	\$6,311,859	\$1,450,000	\$3,750,000
	Number of Residents receiving specialty medical and dental care provided through We Care <sup>4</sup>	916	985	950	950
	Perform three agency contract compliance reviews of patient visits <sup>5</sup>	3	3	3	3

## Notes:

1. Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center have experienced reduced patient visits in primary healthcare in FY 2020 and FY 2021 due to the COVID-19 pandemic. As an alternative to Primary Healthcare visits, Bond Community Health Center and Neighborhood Medical Center received COVID-19 CARES Act and American Rescue Plan Act (ARPA) funding to fund visits related to the pandemic; these funds were utilized for COVID-19 testing, equipment, and staff personal protective equipment (PPE). FY 2023 visits are expected to return to pre-pandemic levels.
2. Fluctuations in the value of prescriptions filled by FAMU Pharmacy are due to the volatility in retail value of prescription medications provided. In FY 2020, FAMU saw a significant increase in the cost of medication for the treatment of Hepatitis C, as well as an increase in the number of patients that are treated monthly. The estimated number of prescriptions filled is expected to decrease by 13% in FY 2022 due to the decrease in retail value of prescription medications provided. The FY 2023 estimates are based on the average total value of prescriptions filled across FY 2021 and FY 2022.
- 3 - 4. The value of donated specialty medical care increased by 80% from FY 2020 to FY 2021 to a total of \$6,311,859. The number of assisted patients increased by 8% to 985 during this same period. The estimated number of patients referred to the We Care program is expected to remain at approximately 950, however the cost of care provided has decreased significantly and is expected to total \$1,450,000 in value by the end of FY 2022.
5. In place of in-person compliance audits, COVID-19 required desk audits to be performed. In-person audits are expected to resume in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Human Services - Primary Health Care (001-971-562)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	81,282	85,601	91,024	434	91,458	94,762
Operating	1,386,149	1,751,237	1,742,362	-	1,742,362	1,742,362
Total Budgetary Costs	1,467,431	1,836,838	1,833,386	434	1,833,820	1,837,124
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,467,431	1,836,838	1,833,386	434	1,833,820	1,837,124
Total Revenues	1,467,431	1,836,838	1,833,386	434	1,833,820	1,837,124
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Healthcare Services Coordinator	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 2023 Primary Health Care 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$434.


## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Human Services & Community Partnerships

### Veteran Services (001-390-553)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records.</li> <li>3. Maintain a Veterans Resource Center (VRC) to provide employment and educational resources to Veterans, focusing on those Veterans making the transition from military to civilian life.</li> <li>4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings.</li> <li>5. Manage the annual Leon County Military Grant Program.</li> <li>6. Serve as the Leon County Veteran Liaison for all Veterans issues in the local community.</li> <li>7. Assist the VET, Inc. organization with the annual Veterans Day Parade.</li> <li>8. Establish procedures to allocate direct emergency assistance funds to Veterans.</li> <li>9. Hold an "Operation Thank You" celebration annually for Veterans and service members.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	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.






#### FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets	FY 2022 Estimate <sup>2</sup>	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
 Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9) <sup>1</sup>	\$21,897,833	\$22,826,744	TBD	TBD	TBD	\$44,724,577

## Notes:

1. For FY 2022, the Division of Veteran Services estimates nearly \$22 million in Veteran Affairs benefits will be secured for Leon County veterans and their families. To reach the target of \$150 million, an almost 30% increase, over the next five years, the County will continue to leverage partnerships with local veteran's agencies/groups and conduct targeted marketing and outreach to veterans.
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

#### Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of clients served <sup>1</sup>	4,583	5,716	4,500	4,500
	Number of outreach events attended <sup>2</sup>	5	44	35	35
	Number of clients served in the Veterans Resource Center <sup>3</sup>	56	89	40	40
	Dollar amount of Veterans Emergency Assistance Program (VEAP) used <sup>4</sup>	\$49,546	\$45,206	\$50,000	\$50,000
	Number of Veterans Emergency Assistance Program (VEAP) awards provided <sup>4</sup>	98	34	24	24

## Notes:

1. Number of clients served in FY 2021 includes internet traffic witnessed during the height of COVID-19 pandemic, October 2020 – December 2020. Year over year clients served is expected to return to an estimated 4,500 clients in FY 2022 and future fiscal years.
2. Gatherings of large groups of people have been largely canceled and prohibited due to the COVID-19 pandemic, however FY 2021 and FY 2022 figures include virtual and physical events attended, such as County Veterans Services Officer Training, Commander's Meetings, and Veterans' Stand Down. FY 2023 is expected to remain level.
3. In FY 2021, the Veterans Resource Center was shifted to allow walk-in Leon County residents to apply for the Leon CARES Individual Assistance Program and experienced a 56% increase in Veterans Resource Center usage. FY 2022 and FY 2023 usage of the Veterans Resource Center is expected to return to typical levels of approximately 40 clients per year.
4. The reduction of VEAP awards provided is due to the increase in maximum award amount per approved Veterans Emergency Assistance Program application. In FY 2021, the maximum rent assistance award was increased from \$500 per household to approximately \$1,300 per household (based on Fair Market Rent Limits) and the maximum utilities assistance award was removed (utilities assistance is now limited by the dollar amount required to maintain services for the next 30 days and not by a hard cap). This increase in the VEAP award amount will continue to affect the current fiscal year and beyond as fewer recipients are able to receive larger amounts of money.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Human Services &amp; Community Partnerships

## Veteran Services (001-390-553)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	177,312	187,069	213,130	-	213,130	220,188
Operating	8,869	20,322	21,425	1,500	22,925	22,925
Grants-in-Aid	77,442	150,900	151,900	-	151,900	151,900
Total Budgetary Costs	263,623	358,291	386,455	1,500	387,955	395,013

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	263,623	358,291	386,455	1,500	387,955	395,013
Total Revenues	263,623	358,291	386,455	1,500	387,955	395,013

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Senior Administrative Associate	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 2023 Veteran Services 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Increase in the amount of \$1,500 for the Veteran Preference Tax Voucher, which covers the cost of numerous building permit applications for eligible disabled Leon County Veterans.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Human Services &amp; Community Partnerships

**Housing Services Summary**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	524,880	545,717	672,284	15,371	687,655	708,613
Operating	36,769	65,542	73,298	-	73,298	73,325
Grants-in-Aid	219,866	756,540	940,330	-	940,330	937,360
Total Budgetary Costs	781,515	1,367,799	1,685,912	15,371	1,701,283	1,719,298

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Housing Services (001-371-569)	655,673	626,259	679,463	15,371	694,834	712,849
SHIP 2018-2021 (124-932053-554)	19,220	-	-	-	-	-
SHIP 2019-2022 (124-932054-554)	56,621	-	-	-	-	-
SHIP 2020-2023 (124-932056-554)	50,000	-	-	-	-	-
SHIP 2021-2024 (124-932058-554)	-	741,540	-	-	-	-
SHIP 2022-2025 (124-932059-554)	-	-	1,006,449	-	1,006,449	1,006,449
Total Budget	781,515	1,367,799	1,685,912	15,371	1,701,283	1,719,298

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	655,673	626,259	679,463	15,371	694,834	712,849
124 SHIP Trust	125,842	741,540	1,006,449	-	1,006,449	1,006,449
Total Revenues	781,515	1,367,799	1,685,912	15,371	1,701,283	1,719,298

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Housing Services	6.00	6.00	6.00	-	6.00	6.00
SHIP 2022-2025	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	6.00	6.00	7.00	-	7.00	7.00


## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office Human Services & Community Partnerships

### Housing Services (001-371-569)

<b>Goal</b>	The goal of Housing Services is to efficiently and responsibly administer programs and develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Administer Affordable Housing Programs including but not limited to: Homeownership Development, Home Rehabilitation; Home Replacement; Down Payment Assistance (DPA); and Emergency Housing Repair (Short-term and Permanent).</li> <li>2. Plan, promote and execute affordable housing related events aimed at educating the public, such as the Leon County Home Expo.</li> <li>3. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County.</li> <li>4. Continue to move the Joint County-City Affordable Housing Work Group's recommendations forward including, but not limited to: develop a holistic plan for single family home ownership opportunities to ensure homes remain affordable in perpetuity; and support the Community Land Trust.</li> <li>5. Provide staff support and administer the activities of the Community Development Block Grant (CDBG) Citizen Task Force Advisory Committee, and the State Housing Initiatives Partnership (SHIP) Affordable Housing Advisory Committee (AHAC).</li> <li>6. Participate in and promote Fair Housing Activities; receive and report fair housing complaints.</li> <li>7. Attend state and local housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines.</li> </ol>
<b>Statutory Responsibilities</b>	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."
<b>Advisory Board</b>	Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

#### FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets		FY 2022 Estimate <sup>2</sup>	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
	Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing. (BG3) <sup>1</sup>	10	15	TBD	TBD	TBD	25












## Notes:

1. To work toward this Bold Goal, the County, in partnership with the City of Tallahassee, has made a historic \$6.2 million investment of American Rescue Plan Act (ARPA) funding to expand the availability of permanent supportive housing through the Big Bend Continuum of Care (BBCoC) and County-City Community Human Services Partnership (CHSP). Through the BBCoC, local homeless services agencies have been awarded direct funding to support the placement of clients in permanent supportive housing beginning in June 2022. Through CHSP, funding will also be awarded to agencies to provide permanent supportive housing placements beginning in the Fall of 2022, following presentation of the CHSP Citizen Review Team recommendations to the Board in September 2022.
2. \*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.



# Office of Human Services & Community Partnerships

## Housing Services (001-371-569)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA <sup>1</sup>	35	32	10	10
	Number of clients receiving SHIP Purchase Assistance <sup>2</sup>	13	6	6	10
	Average SHIP Purchase Assistance award amount <sup>2</sup>	\$7,692	\$9,083	\$8,667	\$8,666
	Number of housing units receiving Home Rehabilitation <sup>3</sup>	2	2	2	4
	Number of housing units receiving Home Replacement <sup>4</sup>	2	0	1	4
	Average Home Rehab and Home Replacement award amount <sup>3,4</sup>	\$69,492	\$97,647	\$106,667	\$120,000
	Number of completed Homeownership Development projects <sup>5</sup>	N/A	0	0	3
	Total funding received to support the Affordable Housing Program and/or residents affected by COVID-19 <sup>6</sup>	\$534,670	\$729,889	\$948,269	\$1,111,588
	Number of housing units receiving Emergency Housing Repair Assistance <sup>7</sup>	31	58	20	20
	Average HFA Emergency Housing Repair award amount <sup>7</sup>	\$2,789	\$3,701	\$6,751	\$9,000
	Percent of SHIP funding used to assist persons with special needs <sup>8</sup>	21%	38%	20%	20%

### Notes:

- FY 2020 and FY 2021 actuals included purchase assistance in accordance with the Housing Finance Authority of Leon County (HFA) Inter-Local Agreement with the Housing Finance Authority of Escambia County. Per the Escambia County Housing Finance Authority, market volatility, low inventory, and high interest rates have impacted the number of eligible households seeking purchase assistance in FY 2022 and FY 2023.
- SHIP funded purchase assistance is provided through the Tallahassee Lenders Consortium. Estimated number of SHIP funded down payment assistance (DPA) projects is expected to increase in FY 2023 due to increased SHIP funding as appropriated through the Florida Legislature.
- The Division rehabilitated two housing units in FY 2022. Estimated number of SHIP funded Rehabilitation and Replacement projects is expected to increase in FY 2023 due to increased SHIP funding and new annual SHIP allocation minimums passed by the Florida legislature.
- Home Replacements are considered only when the cost of rehabilitation exceeds 50% of the value of a home or when not structurally sound. The Division did not pursue any home replacement projects in FY 2021 due to limited funding across the three active SHIP funding allocations. The increase in FY 2022 and FY 2023 reflects the increase in appropriated SHIP funding.
- The division of Housing Services has initiated a Homeownership Development program funded with SHIP grant dollars to facilitate the development of affordable housing in Leon County. Homeownership Development projects are expected to begin in FY 2023.
- FY 2021 funding includes \$432,255 in Coronavirus Relief Funding, \$122,798 in SHIP loan repayments, \$66,836 in Housing Finance Authority (HFA) funding, and \$108,000 in Hurricane Housing Recovery Program (HHRP 2021) funding. FY 2022 funding estimates include \$673,269 SHIP allocation, \$150,000 in SHIP loan repayments, and \$125,000 in Housing Finance Authority (HFA) funding. Funds realized in FY 2022 have been largely encumbered within the fiscal year, however the projects and expenses will be finalized in FY 2023. FY 2023 funding estimates include \$936,449 in SHIP allocation, \$100,000 in SHIP loan repayments, and \$75,000 in Housing Finance Authority (HFA) funding. Through the FY 2023 SHIP funding, an Affordable Housing Coordinator position has been added to assist with administering two new programs to grow the inventory of affordable housing in the community (Homeowner Development and Rental Development), as well as enhancing services to program participants, contractors and developers throughout the application and case management process.
- Though Housing Finance Authority funding increased in FY 2022 from \$75,000 to \$125,000, the maximum award amount increased from \$7,500 per project to \$12,000. The Division has also witnessed a steady increase in the average HFA Emergency Housing Repair per project from \$2,789 (FY 2020) to \$6,751 (FY 2022) due to an increased focus and prioritization of long-term housing repair over short-term housing relief. These factors have impacted the estimated number of Emergency Housing Repair projects completed in FY 2022 and FY 2023.
- This metric is based on the SHIP Florida Statue 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 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Housing Services - SHIP 2019-2022 (124-932054-554)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	56,621	-	-	-	-	-
Total Budgetary Costs	56,621	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
124 SHIP Trust	56,621	-	-	-	-	-
Total Revenues	56,621	-	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Housing Services - SHIP 2021-2024 (124-932058-554)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	-	741,540	-	-	-	-
Total Budgetary Costs	-	741,540	-	-	-	-
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
124 SHIP Trust	-	741,540	-	-	-	-
Total Revenues	-	741,540	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

**Housing Services - SHIP 2022-2025 (124-932059-554)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	-	-	81,119	-	81,119	84,089
Grants-in-Aid	-	-	925,330	-	925,330	922,360
Total Budgetary Costs	-	-	1,006,449	-	1,006,449	1,006,449
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
124 SHIP Trust	-	-	1,006,449	-	1,006,449	1,006,449
Total Revenues	-	-	1,006,449	-	1,006,449	1,006,449
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Affordable Housing Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

The FY 2023 SHIP 2022-2025 Grant is anticipated in the amount of \$925,469.

Additionally, the budget reflects estimated loan repayments associated with SHIP in the amount of \$70,000 from recaptured revenue from prior housing projects that have already been completed.

Personnel costs in the amount of \$81,119 is associated with a new Affordable Housing Coordinator, approved by the Board during the June Budget Workshop. The Division has initiated two new programs to grow the inventory of affordable housing in the community (Homeowner Development and Rental Development) and anticipates utilizing approximately half of the FY 2023 SHIP allocation to develop at least 5-10 affordable housing units which includes programmatic and allowable administrative costs to hire an Affordable Housing Coordinator. In addition to administering the Homeowner Development and Rental Development programs, the Affordable Housing Coordinator position will enhance services to program participants, contractors and developers, throughout the application and case management process across all programs, including response to disaster, pandemic, or other catastrophic events.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Resource Stewardship Index

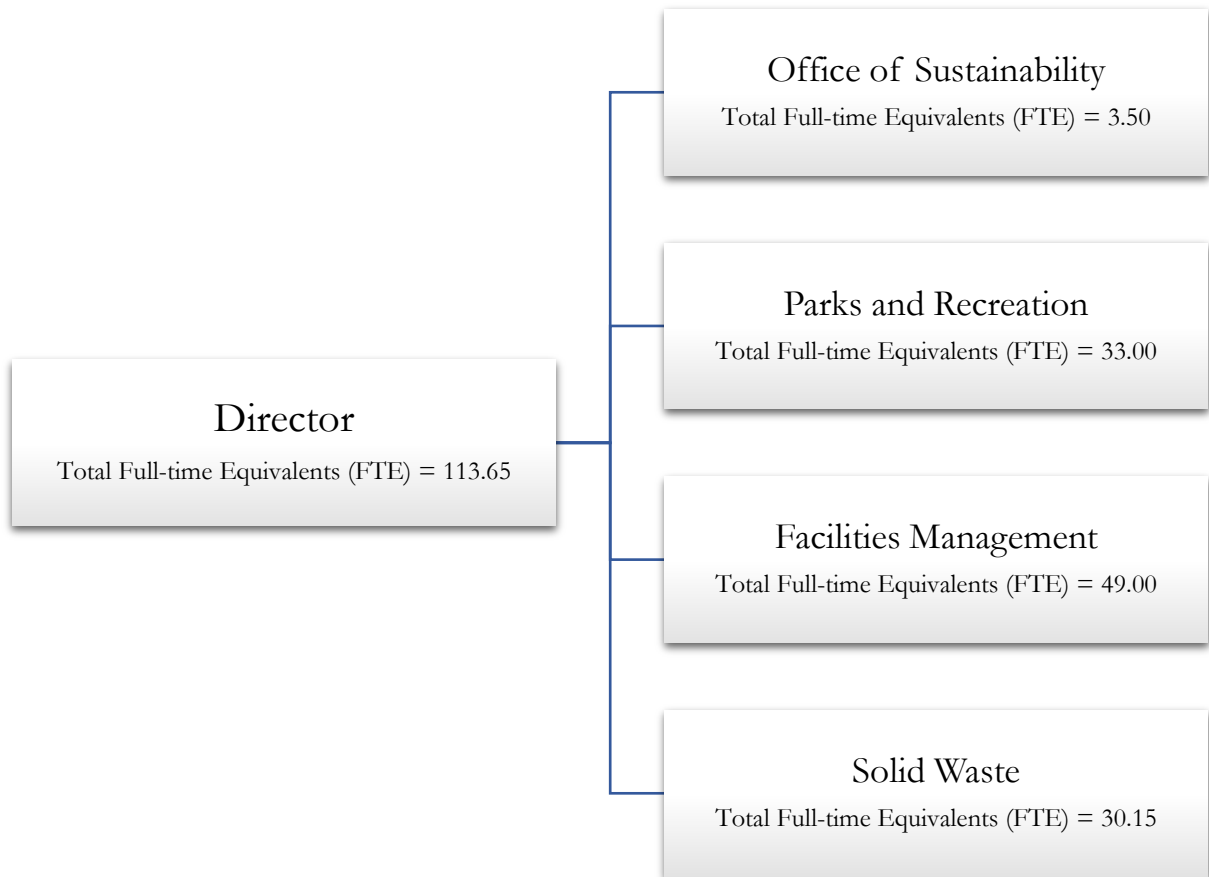
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Office of Resource Stewardship Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Office of Resource Stewardship

## Executive Summary

The Office of Resource Stewardship (ORS) section of the Leon County FY 2023 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 the 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, Recycling Collection and 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

Facilities Management completed several remodeling projects including the Real Estate office space, County Attorney's Office space, and the Leon County Sheriff's Administration building gym and Detention Center restrooms. Operations coordinated the implementation of the Period Poverty program with the installation of feminine hygiene dispensers at many County owned public facing restrooms. Facilities helped coordinate and finalize a few major projects including the replacement of the Courthouse Switchgear and the multi-year Energy Savings Contract project which is expected to save the County nearly \$8 million in utility costs and \$10 million in avoided capital costs over the next 15 years. Other notable projects include the installation of Solar at Fleet Management, replacement of Air Handler #6 at the Government Annex Tower, and the upgrade and remodel of the outdoor elevator at the Main Library building. Additionally, staff continues to optimize the new Work Order system as well as management of the Detention Facility.

The Office of Sustainability continues to work on action items and goals set forth in the Integrated Sustainability Action Plan (ISAP), featuring 18 goals and 91 action items which include: waste reduction, energy and green buildings, and transportation. The overarching goal is to reduce greenhouse gas emissions from County Operations by 30% by 2030. The Office of Sustainability continues to support the fleet electrification with the addition of three more Chevy Bolts; hosts ongoing education and outreach programs such as Composting 101 and accompanying compost bin distributions; will host the biennial Sustainable Community Summit in 2023; and promotes sustainability programs through social media, written publications, and newsletters.

Parks & Recreation staff oversaw the completion of Phase I and Phase II of the Apalachee Regional Park Master Plan, which includes a permanent finish line structure, awards stage, restrooms, observation lockouts, boat ramp, grand entrance beautification, and an operations building to provide opportunities to attract additional sporting events and bring economic benefit to the community. Construction for the new full-size baseball field at Chaires Park began in January 2021 and was completed in May of 2022 to host summer Babe Ruth baseball. Design and permitting work also continued on St. Marks Headwaters Greenway – Buck Lake Rd. trailhead with construction completion anticipated for Winter 2022. The FY 2023 budget includes funding for improvements and renovations at the County's 24 boat landings to enhance safety, aesthetics, and amenities. Parks & Recreation also added Pimlico and Man O' War parks, a new walking trail, history signage, benches, and workout equipment in Ft. Braden, and celebrated the renaming dedication of Okeeheepkee Prairie Preserve in honor of former County Administrator, Parvez "P.A." Alam to Parvez "P.A." Alam Park at Okeeheepkee Prairie Preserve.

The Solid Waste Management facility processed 9,203 tons of yard debris from Leon County residents. Solid Waste staff processed 402 tons of household products, of which, 44 tons of household products were returned into the community through the Reuse Center and Smarter Sorting System. Leon County's Hazardous Waste Center (HWC) continued to be a one-stop location for hazardous waste and electronics disposal promoting the reuse and recycling of these products. Solid Waste Management also opened a new drop off center for Household Hazardous Waste; successfully completed major renovations at the Transfer Station tipping floor; and entered a 24-week pilot project to generate biochar which is a carbon negative process of converting yard waste to be used as a soil amendment.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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, 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



EC4 - Grow our tourism economy, its diversity, competitiveness, and economic impact.

#### ENVIRONMENT



EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.



EN3 - Promote orderly growth and sustainable practices.



EN4 - Reduce our carbon footprint.

#### QUALITY OF LIFE



Q1 - Maintain and enhance our parks and recreational offerings and green spaces.

#### 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.



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

### ECONOMY

- (EC4) To further promote Leon County as a biking community, pursue the State's "Trail Town" designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)

### ENVIRONMENT

- (EN4) Enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (2022-15)

### QUALITY OF LIFE

- (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)

## ACTIONS

### ECONOMY

- A.) Install a bike skills course at a County park to help obtain the IMBA Designation. (In Progress)

### ENVIRONMENT

- A.) Submit the 2022 Annual ISAP Report during the December Board meeting. (In Progress)

### QUALITY OF LIFE

- A.) Finalize the construction plans for Phase II of the St. Marks Headwaters Greenway. (In Progress)

## BOLD GOALS & 5-YEAR TARGETS



**Target:** Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5)\*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Reduction of Greenhouse Gas Emissions	5%	5%	TBD	TBD	TBD	5%

Note: In 2019, the Board adopted Leon County's Integrated Sustainability Action Plan (ISAP) which sets out to reduce greenhouse gas (GHG) emissions by 30% by the end of FY 2030. To achieve this, the County will need to reduce GHG by 25% over the next five years. For FY 2022, the County anticipates achieving a 5% GHG reduction (or 20% of the five-year target) by the end of FY 2022.



**Target:** Double solar power generation at County facilities. (T6)\*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Solar Power Generation (Kilowatts)	50	25	TBD	TBD	TBD	75

Note: Prior to the start of FY 2022, the County had solar arrays installed at five County facilities, providing a total solar power generation capacity of 135.7 kW (Kilowatts). Under the new five-year plan, the County is seeking to double this amount of solar power generated at County facilities. The County is on track to increase solar power generation by 50 kW, 37% of the five-year target, by the end of FY 2022 through the installation of solar panels at the County's Public Works Fleet Division.



**Target:** Divert 3 million pounds of household hazardous waste from the landfill. (T7)\*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Hazardous waste diverted (Pounds)	1,197,038	1,275,000	TBD	TBD	TBD	2,472,038

Note: Annually, Leon County's Household Hazardous Waste Division processes a million pounds of waste including chemicals, batteries, paint, and small electronics. Of these materials, the Division is able to recycle almost 600,000 pounds of waste annually. Over the next five (5) years, the Division will work to maintain this recycling rate and divert a total of 3 million pounds of waste from the landfill. The County is currently on track to achieve this five-year target with nearly 600,000 pounds of waste diverted during the first half of FY 2022.



**Target:** Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)\*

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
% Increase in # of electric vehicles	0%	125%	TBD	TBD	TBD	125%

Note: Leon County's ISAP establishes a goal to convert 30% of the light duty vehicles in the County's fleet to fully electric by FY 2030. To stay on track to accomplish this goal, the County will need to increase the number of fully electric vehicles in its fleet by 500%, for a total of 25 vehicles by FY 2026. Due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the County is still waiting on the arrival of electric vehicles ordered in FY 2021. Notwithstanding this, staff anticipates achieving a 125% increase of the County's fleet of electric vehicles by FY 2023 and continuing its progress in achieving an increase of 500% through the remainder of the five-year plan.



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

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Sidewalk/Greenway/Trail/Bike Lane Miles	10	8	TBD	TBD	TBD	18

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

**\*Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.**

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	6,849,809	7,690,384	8,024,998	168,648	8,193,646	8,581,840
Operating	19,618,531	20,977,425	20,871,151	931,755	21,802,906	22,236,878
Capital Outlay	41,679	56,000	30,000	-	30,000	30,000
Grants-in-Aid	567,909	622,414	652,799	-	652,799	671,751
Total Budgetary Costs	27,077,928	29,346,223	29,578,948	1,100,403	30,679,351	31,520,469

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Sustainability	254,303	320,289	333,514	24,200	357,714	342,421
Cooperative Extension	392,179	448,037	478,515	-	478,515	497,488
Parks and Recreation	3,027,407	3,696,120	3,787,432	172,382	3,959,814	4,185,922
Facilities Management	12,085,059	12,589,042	12,598,427	497,964	13,096,391	13,403,754
Solid Waste	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884
Total Budget	27,077,928	29,346,223	29,578,948	1,100,403	30,679,351	31,520,469

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	12,218,661	12,625,287	12,706,462	522,164	13,228,626	13,517,077
140 Municipal Service	3,027,407	3,696,120	3,787,432	172,382	3,959,814	4,185,922
165 County Government Annex	477,988	626,229	597,295	-	597,295	615,019
166 Huntington Oaks Plaza	34,891	105,852	106,699	-	106,699	111,567
401 Solid Waste	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884
Total Revenues	27,077,928	29,346,223	29,578,948	1,100,403	30,679,351	31,520,469

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Facilities Management	48.00	48.00	48.00	1.00	49.00	49.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	30.00	33.00	33.00	-	33.00	33.00
Solid Waste	28.15	29.15	29.15	-	29.15	29.15
Total Full-Time Equivalents (FTE)	108.65	112.65	112.65	1.00	113.65	113.65

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Office of Sustainability Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	163,725	191,162	183,129	24,200	207,329	212,032
Operating	90,577	129,127	150,385	-	150,385	130,389
Total Budgetary Costs	254,303	320,289	333,514	24,200	357,714	342,421

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Office of Sustainability (001-127-513)	254,303	320,289	333,514	24,200	357,714	342,421
Total Budget	254,303	320,289	333,514	24,200	357,714	342,421

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	254,303	320,289	333,514	24,200	357,714	342,421
Total Revenues	254,303	320,289	333,514	24,200	357,714	342,421

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Office of Sustainability/Recycling Education – (001-127-513)




<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Research and analyze trends, emerging technologies, and best practices.</li> <li>3. Oversee the documentation, measurement, and evaluation of program performance data.</li> <li>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.</li> <li>5. Provide communications about County sustainability initiatives, host sustainability programs, and work with community partners to carry out community-based sustainability projects.</li> <li>6. Participate in special events related to sustainability, recycling, and community wellbeing.</li> <li>7. Organize and provide education services to County facilities, schools, and other organizations.</li> <li>8. Provide sustainability, recycling and public education consulting services.</li> </ol>
<b>Statutory Responsibilities</b>	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 end of the year 2020. An updated recycling bill or goal has not yet been passed by the State.
<b>Advisory Board</b>	Capital Area Sustainability Compact; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture; Southeast Sustainability Directors Network Steering Committee; UPHS Diversity, Equity, and Inclusion Taskforce

## Benchmarking

Strategic Priorities	Benchmark Data	Leon County	Statewide Goal
 % of waste tonnage recycled		60%	75%

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. There is no sunset date set for the 75% statewide goal.

## FY 2022-2026 Strategic Plan







Bold Goals & Five-Year Targets		FY 2022 Estimate <sup>4</sup>	FY 2023 Estimate <sup>4</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>4</sup>
	Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5) <sup>1</sup>	5%	5%	TBD	TBD	TBD	5%
	Double solar power generation at County facilities. (T6) <sup>2</sup>	50 kW <sub>s</sub>	25 kW <sub>s</sub>	TBD	TBD	TBD	75 kW <sub>s</sub>
	Increase the number of fully electric vehicles in the County's fleet by 500%. (T8) <sup>3</sup>	0%	125%	TBD	TBD	TBD	125%

## Notes:

1. In 2019, the Board adopted Leon County's Integrated Sustainability Action Plan (ISAP) which sets out to reduce greenhouse gas (GHG) emissions by 30% by the end of FY 2030. To achieve this, the County will need to reduce GHG by 25% over the next five years. For FY 2022, the County anticipates achieving a 5% GHG reduction (or 20% of the five-year target) by the end of FY 2022.
2. Prior to the start of FY 2022, the County had solar arrays installed at five County facilities, providing a total solar power generation capacity of 135.7 kW<sub>s</sub> (Kilowatts). Under the new five-year plan, the County is seeking to double this amount of solar power generated at County facilities. The County is on track to increase solar power generation by 50 kW<sub>s</sub>, 37% of the five-year target, by the end of FY 2022 through the installation of solar panels at the County's Public Works Fleet Division.
3. Leon County's ISAP establishes a goal to convert 30% of the light duty vehicles in the County's fleet to fully electric by FY 2030. To stay on track to accomplish this goal, the County will need to increase the number of fully electric vehicles in its fleet by 500%, for a total of 25 vehicles by FY 2026. Due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the County is still waiting on the arrival of electric vehicles ordered in FY 2021. Notwithstanding this, staff anticipates achieving a 125% increase of the County's fleet of electric vehicles by FY 2023 and continuing its progress in achieving an increase of 500% through the remainder of the five-year plan.
4. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## »» Office of Resource Stewardship

### Office of Sustainability/Recycling Education – (001-127-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Estimated energy savings from conservation projects. <sup>1</sup>	\$1,564,210	\$1,610,637	\$1,700,000	\$1,800,000
	County Curbside Recycling tonnage. <sup>2</sup>	6,270	6,116	6,300	6,500
	Number of participating community-wide recycling & sustainability related events. <sup>3</sup>	6	14	16	18
	Number of citizens participating in sustainability & recycling educational presentations. <sup>3</sup>	4,460	3,900	4,000	4,250
	Number of waste reduction/sustainability/recycling community education presentations/tours. <sup>4</sup>	17	30	30	30
	Number of educational publications written. <sup>5</sup>	3	8	8	10

Notes:

1. As part of the County's continued energy savings effort, a new energy savings contract was executed in FY 2020 and work commenced in October 2020. It is anticipated that increased savings will be realized in FY 2022 and FY 2023 after project completion.
2. Tonnage recycled continues to see the effects of COVID-19 due to capacity reductions in businesses and schools as well as an increase in single use materials. It is anticipated in FY 2022 and FY 2023 the recycling rate will increase as operations continue to return to pre-pandemic levels.
3. COVID-19 spurred the need for a greater mix of virtual and in-person events to allow for continued community engagement while social distancing guidelines were in place. In-person events such as lake clean ups and composting classes have resumed and presentations now have virtual and in-person attendance options, increasing citizen participation.
4. Citizen engagement in educational programming is projected to return to pre-pandemic levels.
5. The Division will continue writing educational publications for the local newspaper and other opportunities as they arise.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Office of Sustainability - Office of Sustainability (001-127-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	163,725	191,162	183,129	24,200	207,329	212,032
Operating	90,577	129,127	150,385	-	150,385	130,389
Total Budgetary Costs	254,303	320,289	333,514	24,200	357,714	342,421
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	254,303	320,289	333,514	24,200	357,714	342,421
Total Revenues	254,303	320,289	333,514	24,200	357,714	342,421
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Recycle&Sustainability Manager	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	0.50	0.50	0.50	-	0.50	0.50
Sustainability Programs Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50
<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 2023 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$24,200.
2. Operating increase due to the County hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2021 with virtual and in-person sessions).

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

### Cooperative Extension (001-361-537)

<b>Goal</b>	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.
<b>Core Objectives</b>	<p><b>Horticulture, Agriculture, and Natural Resources:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ol> <p><b>Family and Consumer Sciences:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future.</li> </ol> <p><b>4-H and Other Youth Programs:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs.       <ol style="list-style-type: none"> <li>1. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.</li> </ol> </li> </ol>
<b>Statutory Responsibilities</b>	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 - N/A
<b>Advisory Board</b>	Overall Extension Advisory Committee and Program Advisory Committees - N/A

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 regard to Leon County UF/IFAS Cooperative Extension. The MOU set forth a new structure in the relationship wherein 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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Cooperative Extension (001-361-537)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	3,270	4,623	4,716	-	4,716	4,737
Grants-in-Aid	388,909	443,414	473,799	-	473,799	492,751
Total Budgetary Costs	392,179	448,037	478,515	-	478,515	497,488
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	392,179	448,037	478,515	-	478,515	497,488
Total Revenues	392,179	448,037	478,515	-	478,515	497,488

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% 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 2023 Cooperative Extension budget are as follows:

Increases in Program Funding:




1. Nominal increase related to salary and operating expenses as defined in the program agreement.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET


## »» Office of Resource Stewardship

## Parks and Recreation Services (140-436-572)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Responsible for the maintenance of all county park facilities, including ball fields, boat landings, nature trails, greenways, and open spaces.</li> <li>3. Provide passive recreation activities through access to fishing, camping, picnicking, and nature trails.</li> <li>4. Develop and maintains active recreation facilities, including ball fields, tennis courts, and basketball courts.</li> <li>5. Facilitate the organization, promotion, and implementation of recreation programs and activities through community-based recreation providers.</li> <li>6. Pursue outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets.</li> <li>7. Operate six multi-purpose community centers.</li> <li>8. Prepare facilities and fields for state and local tournaments.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	None

Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Total Park Acres per 1,000 Population	13.04	9.9
	Total Park Acres Maintained per FTE	118.10	8.2
	Total Operating Expenditures per Capita	\$12.36	\$88.30

Benchmark Sources: National Recreation and Park Association (NRPA) 2021 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median of the data set for like-sized jurisdictions.






FY 2022-2026 Strategic Plan						
Bold Goals & Five-Year Targets	FY 2022 Estimate <sup>2</sup>	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
 Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>1</sup>	10	8	TBD	TBD	TBD	18

Notes:

1. This only reflects the number miles constructed by Parks & Recreation Services. Other program areas, such as Blueprint and Public Works Engineering, also contribute to this target.
2. Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

## »» Office of Resource Stewardship

### Parks and Recreation Services (140-436-572)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
	Number of acres of invasive exotic plants removed from greenways/open spaces <sup>1</sup>	2,404	2,434	2,573	2,573
	Number of greenway acres maintained <sup>2</sup>	2,852	2,852	2,852	2,852
	Number of youths participating in sport activities <sup>3</sup>	453	1,225	2,000	2,500
	Host economically significant events at the Apalachee Regional Park <sup>4</sup>	5	7	8	10
	Community center usage by estimated attendance <sup>5</sup>	N/A	N/A	8,000	8,500

Notes:

1. The estimates for FY 2022 and FY 2023 are comprised of treatments to Greenways and Passive park properties. The 6% increase over FY 2021 is due to additional passive park acreage being treated.
2. This number reflects parcels that are solely considered Greenway and not a mix of Greenways and passive parklands. No new acquisitions are anticipated at this time.
3. COVID-19 greatly impacted group recreation activities with the closure of parks and the recommended social distancing measures that were put in place. FY 2022 and FY 2023 estimates reflect participation levels for baseball, football and cheerleading returning to pre-pandemic levels.
4. The additional event held in FY 2022 is due to hosting the NCAA National Championship. Events are expected to increase as the Apalachee Regional Park Master Plan continues to be implemented.
5. This is a new performance measure and reflects the estimated citizen usage of the County's six community centers.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Resource Stewardship

## Parks and Recreation Services (140-436-572)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,533,930	1,977,035	2,080,157	28,702	2,108,859	2,303,872
Operating	1,293,246	1,510,085	1,498,275	143,680	1,641,955	1,673,050
Capital Outlay	21,231	30,000	30,000	-	30,000	30,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	3,027,407	3,696,120	3,787,432	172,382	3,959,814	4,185,922

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
140 Municipal Service	3,027,407	3,696,120	3,787,432	172,382	3,959,814	4,185,922
Total Revenues	3,027,407	3,696,120	3,787,432	172,382	3,959,814	4,185,922

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Comm. Centers Superintendent	1.00	1.00	1.00	-	1.00	1.00
Greenways & Environmental Lands Supervisor	1.00	1.00	-	-	-	-
Parks Superintendent	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	3.00	2.00	3.00	-	3.00	3.00
In-Mate Supervisor	1.00	2.00	1.00	-	1.00	1.00
Senior Crew Chief - ORS	-	-	1.00	-	1.00	1.00
Park Attendant	15.00	16.00	16.00	-	16.00	16.00
Community Center Attendant	1.00	1.00	1.00	-	1.00	1.00
Community Center Attendant P/T	1.00	1.00	1.00	-	1.00	1.00
Park Attendant II	1.00	1.00	2.00	-	2.00	2.00
Crew Chief I	1.00	2.00	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	-	1.00	1.00
Maintenance Technician	-	1.00	1.00	-	1.00	1.00
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	30.00	33.00	33.00	-	33.00	33.00

The major variances for the FY 2023 Parks and Recreation 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$28,702.
2. Other inflationary operating costs related to trail, playground and ballfield maintenance, increase acreage for mowing contracts, and tree trimming on greenway and park trails.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Resource Stewardship

### Facilities Management Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	3,337,543	3,580,361	3,695,166	95,471	3,790,637	3,915,031
Operating	8,737,521	8,982,681	8,903,261	402,493	9,305,754	9,488,723
Capital Outlay	9,994	26,000	-	-	-	-
Total Budgetary Costs	12,085,059	12,589,042	12,598,427	497,964	13,096,391	13,403,754

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
County Government Annex (165-154-519)	477,988	626,229	597,295	-	597,295	615,019
Facilities - Detention Center (001-152-519)	2,362,969	2,274,798	2,289,847	247,474	2,537,321	2,565,088
Facilities Management (001-150-519)	7,780,648	7,841,877	7,808,521	250,490	8,059,011	8,282,276
Huntington Oaks Plaza Operating (166-155-519)	34,891	105,852	106,699	-	106,699	111,567
Public Safety Complex Facilities (001-410-529)	1,428,563	1,740,286	1,796,065	-	1,796,065	1,829,804
Total Budget	12,085,059	12,589,042	12,598,427	497,964	13,096,391	13,403,754

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	11,572,180	11,856,961	11,894,433	497,964	12,392,397	12,677,168
165 County Government Annex	477,988	626,229	597,295	-	597,295	615,019
166 Huntington Oaks Plaza	34,891	105,852	106,699	-	106,699	111,567
Total Revenues	12,085,059	12,589,042	12,598,427	497,964	13,096,391	13,403,754




<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Facilities Management	36.00	37.00	36.00	-	36.00	36.00
Facilities - Detention Center	8.00	7.00	7.00	1.00	8.00	8.00
Public Safety Complex Facilities	3.00	3.00	4.00	-	4.00	4.00
County Government Annex	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	48.00	48.00	48.00	1.00	49.00	49.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship







## Facilities Management &amp; Operations (001-150-519)

<b>Goal</b>	The goal of the Division of Facilities Management is to serve the citizens of Leon County and occupants of County facilities by providing clean, safe, and fully functional facilities through professional maintenance, minor construction, and operating services
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide and maintain facilities for Leon County Government, Constitutional Offices, and the Health Department.</li> <li>2. Provide minor construction support services for all County buildings.</li> <li>3. Coordinate facility accessibility and indoor air quality surveys—responding appropriately.</li> <li>4. Maintain County building's structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning, and other building systems.</li> <li>5. Install, repair, or replace fixtures and finishes such as doors, windows, cabinetry, and flooring.</li> <li>6. Manage parking for the Courthouse, Courthouse Annex, Gadsden Street Lot, and Main Library; maintaining access gates, readers, striping, signage, and user support.</li> <li>7. Administer contracts for key access and equipment such as grounds keeping, custodial, and elevators.</li> <li>8. Manage security access control systems.</li> <li>9. Remodel interior office spaces such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures, and ductwork.</li> <li>10. Research energy conservation and sustainable building opportunities.</li> <li>11. Lower flags, hang plaques and pictures, put up and take down decorations, and transfer surplus property to the warehouse and surplus auctions.</li> <li>12. Provide internal mail service for all Leon County Departments.</li> <li>13. Manage the Central Records Warehouse.</li> <li>14. Design and construct various items for special projects.</li> <li>15. Provide assistance with moves within departments.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Management Committee.

<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
	Repair and Maintenance cost per Square Foot – In-house	\$2.37 sq. ft.	\$2.68 sq. ft.
	Repair and Maintenance cost per Square Foot – Contracted	1.88 sq. ft.	1.90 sq. ft.
	% 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) – new benchmark data is published every five years; Contracted- (Roads & Grounds/Central System/Other Cost) Ratios are based on (RSF) rentable square ft.

## Facilities Management & Operations (001-150-519)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	Dollar (\$) volume of capital projects budgeted in millions <sup>1</sup>	\$9.66	\$8.36	\$3.39	\$4.33
	Number of work orders opened <sup>2</sup>	13,746	14,262	14,000	15,000
	Percent of work orders opened for preventative maintenance <sup>3</sup>	72%	54%	45%	50%
	Number of work orders opened for set-ups/take-down and special events/projects <sup>4</sup>	57	37	35	50
	Average work order completion time in days <sup>5</sup>	N/A	N/A	11	10
	Total square footage of County facilities maintained <sup>6</sup>	1,580,567	2,022,922	2,022,992	2,022,992

## Notes:

1. Funds are calculated based on accounts (instead of projects) assigned to Facilities Management. Outyear estimates are relatively level as new capital projects are managed to reduce significant budgetary impacts.
2. The 4% increase in work orders for FY 2021 is due, in part, to altered operations related to COVID-19. The number of work orders is expected to stay relatively consistent through FY 2022 with an increase in FY 2023 as additional Preventative Maintenance work orders are scheduled.
3. Facilities took over maintenance responsibilities for the Sheriff's Complex in FY 2021, impacting the overall average from prior years. The percentage of preventative maintenance work orders are expected to decrease because of the volume of work orders requests produced by the Sheriff's Complex far outweigh preventative work orders. This is due, in large part, to the age of the facility as well as frequent vandalism at the Detention Center.
4. Events and projects decreased by 35% from FY 2020 to FY 2021 due to events being cancelled due to COVID-19. This is expected to stay consistent through FY 2022 as many events are still being held remotely. In-person event setup is expected to increase in FY 2023.
5. This is a new performance measure. The average time in days it takes from work order initiation to completion of the work order request. This excludes the Sheriff's Complex due to unique operational requirements that impact average completion times.
6. The square footage increased in FY 2021 due to the addition of the Sheriff's Complex. No new acquisitions are anticipated in FY 2022 or FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Facilities Management (001-150-519)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	2,543,643	2,727,147	2,779,886	24,897	2,804,783	2,897,504
Operating	5,229,111	5,092,230	5,028,635	225,593	5,254,228	5,384,772
Capital Outlay	7,894	22,500	-	-	-	-
Total Budgetary Costs	7,780,648	7,841,877	7,808,521	250,490	8,059,011	8,282,276

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,780,648	7,841,877	7,808,521	250,490	8,059,011	8,282,276
Total Revenues	7,780,648	7,841,877	7,808,521	250,490	8,059,011	8,282,276

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Director of Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
Operations Director	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Superintendent	2.50	2.50	2.50	-	2.50	2.50
Operations Analyst	1.00	1.00	1.00	-	1.00	1.00
Operations Specialist	1.00	1.00	1.00	-	1.00	1.00
Facilities Support Technician II	15.00	15.00	13.00	-	13.00	13.00
Facilities Operations Supervisor I	1.00	1.00	1.00	-	1.00	1.00
Facilities Operations Technician I	2.00	2.00	1.00	-	1.00	1.00
Facilities Operations Technician II	2.00	2.00	3.00	-	3.00	3.00
Facilities Operations Technician III	1.00	1.00	1.00	-	1.00	1.00
Facilities Management Director PSC	1.00	1.00	1.00	-	1.00	1.00
Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician III	2.00	2.00	3.00	-	3.00	3.00
Senior Administrative Associate	2.00	3.00	3.00	-	3.00	3.00
Administrative Associate	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	36.00	37.00	36.00	-	36.00	36.00

The major variances for the FY 2023 Facilities Management 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to the reclass of a Facilities Technician II (\$2,923) and the positions included in the market based revisions to the Classification and Pay Plan in the amount of \$21,974,
2. Inflating costs for custodial services contracts, work order software, and building repairs and maintenance.

## Decreases to Program Funding:

1. Facilities Support Technician II realigned to the Public Safety Complex based on workload distribution within the department.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Facilities - Detention Center (001-152-519)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	531,050	543,304	545,930	70,574	616,504	636,526
Operating	1,831,920	1,731,494	1,743,917	176,900	1,920,817	1,928,562
Total Budgetary Costs	2,362,969	2,274,798	2,289,847	247,474	2,537,321	2,565,088
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	2,362,969	2,274,798	2,289,847	247,474	2,537,321	2,565,088
Total Revenues	2,362,969	2,274,798	2,289,847	247,474	2,537,321	2,565,088
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Facilities Maintenance Superintendent	1.00		-	-	-	-
Facilities Support Technician II	2.00	2.00	2.00	-	2.00	2.00
Facilities Manager	-	1.00	1.00	-	1.00	1.00
Facilities Support Technician III	-	3.00	3.00	-	3.00	3.00
PSC Facilities Support Technician III	3.00		-	-	-	-
Facilities Support Technician IV	-	1.00	1.00	-	1.00	1.00
LCSO Facilities Support Technician IV	-	-	-	1.00	1.00	1.00
Senior Administrative Associate	1.00		-	-	-	-
Facilities Support Technician IV	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	8.00	7.00	7.00	1.00	8.00	8.00

The major variances for the FY 2023 Detention Center 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$69,582 are associated with a new LCSO Facilities Support Technician IV position to address current and future maintenance needs on the aging facility. The new position is offset by a reduction of a vacant Library position as part of the Essential Library Initiative.
3. Costs associated with repair and maintenance on the aging facility.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - County Government Annex (165-154-519)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	58,374	62,417	66,403	-	66,403	68,881
Operating	419,614	563,812	530,892	-	530,892	546,138
Total Budgetary Costs	477,988	626,229	597,295	-	597,295	615,019
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
165 County Government Annex	477,988	626,229	597,295	-	597,295	615,019
Total Revenues	477,988	626,229	597,295	-	597,295	615,019
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Facilities Support Technician II	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 2023 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Resource Stewardship

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**Facilities Management - Huntington Oaks Plaza Operating (166-155-519)**

<b>Budgetary Costs</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Operating		34,891	105,852	106,699	-	106,699	111,567
	Total Budgetary Costs	34,891	105,852	106,699	-	106,699	111,567
<b>Funding Sources</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
166 Huntington Oaks Plaza		34,891	105,852	106,699	-	106,699	111,567
	Total Revenues	34,891	105,852	106,699	-	106,699	111,567

The major variances for the FY 2023 budget are as follows:

1. Nominal increase for building repairs and maintenance.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Public Safety Complex Facilities (001-410-529)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	204,477	247,493	302,947	-	302,947	312,120
Operating	1,221,986	1,489,293	1,493,118	-	1,493,118	1,517,684
Capital Outlay	2,100	3,500	-	-	-	-
Total Budgetary Costs	1,428,563	1,740,286	1,796,065	-	1,796,065	1,829,804
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,428,563	1,740,286	1,796,065	-	1,796,065	1,829,804
Total Revenues	1,428,563	1,740,286	1,796,065	-	1,796,065	1,829,804
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Facilities Maintenance Superintendent	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician II	-	-	2.00	-	2.00	2.00
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician III	1.00	1.00	-	-	-	-
Facilities Support Technician IV	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	4.00	-	4.00	4.00

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.

The major variances for the FY 2023 Public Safety Complex Facilities budget are as follows:

## Increases in Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Facilities Support Technician II realigned from Facilities Management.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	1,814,609	1,941,826	2,066,546	20,275	2,086,821	2,150,905
Operating	9,493,917	10,350,909	10,314,514	385,582	10,700,096	10,939,979
Capital Outlay	10,454	-	-	-	-	-
Total Budgetary Costs	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Hazardous Waste (401-443-534)	748,098	823,934	840,972	7,635	848,607	870,149
Rural Waste Service Centers (401-437-534)	651,181	757,217	778,925	4,638	783,563	802,308
Solid Waste Management Facility (401-442-534)	500,554	573,699	561,153	1,588	562,741	572,671
Transfer Station Operations (401-441-534)	9,195,654	9,901,735	9,928,934	319,296	10,248,230	10,497,186
Yard Waste (401-416-534)	223,494	236,150	271,076	72,700	343,776	348,570
Total Budget	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884
Total Revenues	11,318,981	12,292,735	12,381,060	405,857	12,786,917	13,090,884

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Yard Waste	1.05	1.05	1.05	-	1.05	1.05
Rural Waste Service Centers	8.40	8.40	8.40	-	8.40	8.40
Transfer Station Operations	12.05	12.05	12.05	-	12.05	12.05
Solid Waste Management Facility	2.40	2.40	2.40	-	2.40	2.40
Hazardous Waste	4.25	5.25	5.25	-	5.25	5.25
Total Full-Time Equivalents (FTE)	28.15	29.15	29.15	-	29.15	29.15



<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Rural Waste Service Centers	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 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

### Solid Waste (401-416,437,441,442,443-537)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility.</li> <li>2. Recycle yard debris and waste tires.</li> <li>3. Provide environmental monitoring of air, groundwater, and surface water.</li> <li>4. Provide free coarse and fine mulch to residents and businesses.</li> <li>5. Maintain all weather, safe access to all areas of the Solid Waste Management Facility.</li> <li>6. Maintain and provide erosion control of closed and inactive landfill cells.</li> <li>7. Provide stormwater management and treatment.</li> <li>8. Provide litter control within the facility and along portions of Apalachee Parkway.</li> <li>9. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.</li> </ol>
<b>Statutory Responsibilities</b>	<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> 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</p> <p>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.</p> <p>Chapter 376, Florida Statutes 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>
<b>Advisory Board</b>	None


Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Solid Waste Management Facility Tipping Fee (Yard Debris)	\$39/Ton	\$39/Ton <sup>1</sup>
	Transfer Station Tipping Fee	\$48.65 <sup>2</sup>	\$54.03 <sup>3</sup>

1. Includes average yard debris tipping fees for eight Florida counties with operations similar to Leon County.
2. This tipping fee includes hauling and disposal, fuel surcharge, Transfer Station operations, and Household Hazardous Waste/tires.
3. National Tipping Fee Average of \$54.03 as of 2021 (Source: Environmental Research & Education Foundation (EREF)).

# Office of Resource Stewardship

## Solid Waste (401-416,437,441,442,443-537)












### FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets		FY 2022 Estimate <sup>2</sup>	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
	Divert 3 million pounds of household hazardous waste from the landfill. (T7)	1,197,038	1,275,000	TBD	TBD	TBD	2,472,038

Notes:

- Annually, Leon County's Household Hazardous Waste Division processes a million pounds of waste including chemicals, batteries, paint, and small electronics. Of these materials, the Division is able to recycle almost 600,000 pounds of waste annually. Over the next five (5) years, the Division will work to maintain this recycling rate and divert a total of 3 million pounds of waste from the landfill. The County is currently on track to achieve this five-year target with nearly 600,000 pounds of waste diverted during the first half of FY 2022.
- Bold Goal & Target figures for FY 2022 and FY 2023 are estimates. Actuals for FY 2022 will be reported at the Annual Board Retreat in January 2023.

### Performance Measures

Strategic Priorities	Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimates	FY 2023 Estimates
	SWMF Tons of tire waste processed. <sup>1</sup>	358	504	536	520
	SWMF Tons of wood waste processed. <sup>2</sup>	10,949	9,203	8,880	9,000
	Transfer Station Average net outbound load weight (tons). <sup>3</sup>	24.33	26.25	23.70	24.75
	Transfer Station Tons of Class I waste processed. <sup>4</sup>	216,627	253,577	234,870	244,000
	Tons of rural waste collected. <sup>5</sup>	2,435	2,876	2,764	2,692
	Number of residents using household hazardous waste (HHW) disposal service. <sup>6</sup>	15,820	17,246	17,276	18,300
	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to. <sup>7</sup>	215	325	504	500
	Number of participants estimated to use new household hazardous waste collection site. <sup>8</sup>	N/A	N/A	2,100	2,520
	Number of tons of potentially hazardous material processed. <sup>9</sup>	319	566	338	360
	Number of tons of potentially hazardous material reused or recycled. <sup>10</sup>	22	44	36	40
	Number of tons of electronics waste processed. <sup>11</sup>	202	178	185	190

Notes:

- Processed tire tonnages are anticipated to remain consistent in FY 2023 due to the Department of Environmental Protection Tire Amnesty grant, Public Works and increased public awareness. Of the projected 536 tons in FY 2022, 91 tons are attributed to the tire amnesty program.
- Yard debris fluctuates based on environmental conditions. Approximately 10% of the yard debris processed will be given away as free mulch to citizens.
- Waste tonnage decreased by 10% in FY 2022 due to an increase in light and bulky waste taking up space in the long-haul trailers. FY 2023 estimates project 4% growth due to the growing Leon County population.
- Estimated averages are based on monthly tonnage reports and the prediction of storm events that may increase Class 1 processing, which consists of everything that is taken to the Transfer Station.
- The tonnage of rural waste increased by 17% in FY 2021 due to the elimination of Rural Waste Service Center fees. Continued promotion and education of these sites will continue to increase participation in the future.
- The number of households have held steady, but volume collected has increased. Historically, peak drop-off months have been March – July. This value includes all HHW sites except Rural Waste Center HHW customers. The increase in FY 2023 is attributed to the central location of the HHW drop-off site and continued advertisement and education.
- The number of small business utilizing hazardous waste disposal services are projected to increase by 55% over FY 2021 due to more affordable disposal rates for businesses as well as coordinated marketing efforts with Community Media Relations (CMR) to encourage private sector participation. This trend is expected to continue in FY 2023.
- This is a new performance measure. After discontinuing collection events in FY 2021 due to COVID-19, the County provided a satellite HHW collection location at the Public Works Facility that allows for drop-off seven days a week; estimates for FY 2022 and FY 2023 are based off of current participant activity.
- Due to COVID-19 related closures and precautions, HHW experienced a spike of hazardous waste material as staff processed the backlog of hazardous materials in FY 2021. The FY 2022 numbers have risen 6% since the more routine numbers of FY 2020. Materials processed is expected to increase slightly through FY 2023 due to education efforts and the expected increase in usage of the new drop off location.
- Due to COVID-19 closures, the recycle paint program re-opened as the "Renew Center" and has provided for staff labor efficiencies. Changes to the program include paint no longer being mixed together, but rather made available to the public as is. Other items such as household cleaners, pesticides, and other common chemicals that have been dropped off in good condition remain free to residents. Continued promotion of this site will continue to increase participation.
- Over the past few years, electronic products processed have been getting lighter in weight. However, increased usage of the program is still expected in FY 2023.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »»» Office of Resource Stewardship

## Solid Waste - Yard Waste (401-416-534)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	42,213	60,060	93,486	-	93,486	96,765
Operating	181,281	176,090	177,590	72,700	250,290	251,805
Total Budgetary Costs	223,494	236,150	271,076	72,700	343,776	348,570
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	223,494	236,150	271,076	72,700	343,776	348,570
Total Revenues	223,494	236,150	271,076	72,700	343,776	348,570
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Solid Waste Operator	0.90	0.90	0.90	-	0.90	0.90
Senior Crew Chief	0.15	0.15	0.15	-	0.15	0.15
Total Full-Time Equivalents (FTE)	1.05	1.05	1.05	-	1.05	1.05

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 2023 budget are as follows:

Increase to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Operating increase in the amount of \$72,700 is associated with a contractual increase for yard debris processing and disposal.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Rural Waste Service Centers (401-437-534)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	443,497	520,696	550,527	4,638	555,165	572,347
Operating	197,230	236,521	228,398	-	228,398	229,961
Capital Outlay	10,454	-	-	-	-	-
Total Budgetary Costs	651,181	757,217	778,925	4,638	783,563	802,308

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	651,181	757,217	778,925	4,638	783,563	802,308
Total Revenues	651,181	757,217	778,925	4,638	783,563	802,308

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 Service Center Attendant	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	8.40	8.40	8.40	-	8.40	8.40

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Rural 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 2023 budget are as follows:

## Increases in Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$4,638.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 Office of Resource Stewardship

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**Solid Waste - Transfer Station Operations (401-441-534)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	837,694	839,113	874,140	6,414	880,554	910,099
Operating	8,357,960	9,062,622	9,054,794	312,882	9,367,676	9,587,087
Total Budgetary Costs	9,195,654	9,901,735	9,928,934	319,296	10,248,230	10,497,186
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	9,195,654	9,901,735	9,928,934	319,296	10,248,230	10,497,186
Total Revenues	9,195,654	9,901,735	9,928,934	319,296	10,248,230	10,497,186
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Solid Waste Manager	1.00	1.00	1.00	-	1.00	1.00
Transfer Station Superintendent	1.00	1.00	1.00	-	1.00	1.00
Transfer Station Equipment Operator	-	-	4.00	-	4.00	4.00
Crew Chief II	1.00	1.00	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	1.00	-	1.00	1.00
Contract & Operations Support Technician	1.00	1.00	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 Equivalents (FTE)	12.05	12.05	12.05	-	12.05	12.05

The major variances for the FY 2023 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$6,414.
2. Rise in the hauling and disposal contract in the amount of \$312,882.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Solid Waste Management Facility (401-442-534)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	196,321	187,152	200,155	1,588	201,743	208,381
Operating	304,234	386,547	360,998	-	360,998	364,290
Total Budgetary Costs	500,554	573,699	561,153	1,588	562,741	572,671
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	500,554	573,699	561,153	1,588	562,741	572,671
Total Revenues	500,554	573,699	561,153	1,588	562,741	572,671
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Senior Solid Waste Operator	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Senior Crew Chief	0.85	0.85	0.85	-	0.85	0.85
Total Full-Time Equivalents (FTE)	2.40	2.40	2.40	-	2.40	2.40

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2023 budget are as follows:

## Increases in Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$1,588.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Hazardous Waste (401-443-534)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	294,885	334,805	348,238	7,635	355,873	363,313
Operating	453,213	489,129	492,734	-	492,734	506,836
Total Budgetary Costs	748,098	823,934	840,972	7,635	848,607	870,149
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	748,098	823,934	840,972	7,635	848,607	870,149
Total Revenues	748,098	823,934	840,972	7,635	848,607	870,149
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Hazardous Waste Superintendent	1.00	1.00	1.00	-	1.00	1.00
Hazardous Materials Technician	3.00	4.00	4.00	-	4.00	4.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	4.25	5.25	5.25	-	5.25	5.25

The major variances for the FY 2023 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are related to positions included in the market based revisions to the Classification and Pay Plan in the amount of \$7,635.
2. Operating increase in the amount of \$1,410 associated with Hazardous Waste Operations Training for Hazmat Technicians.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

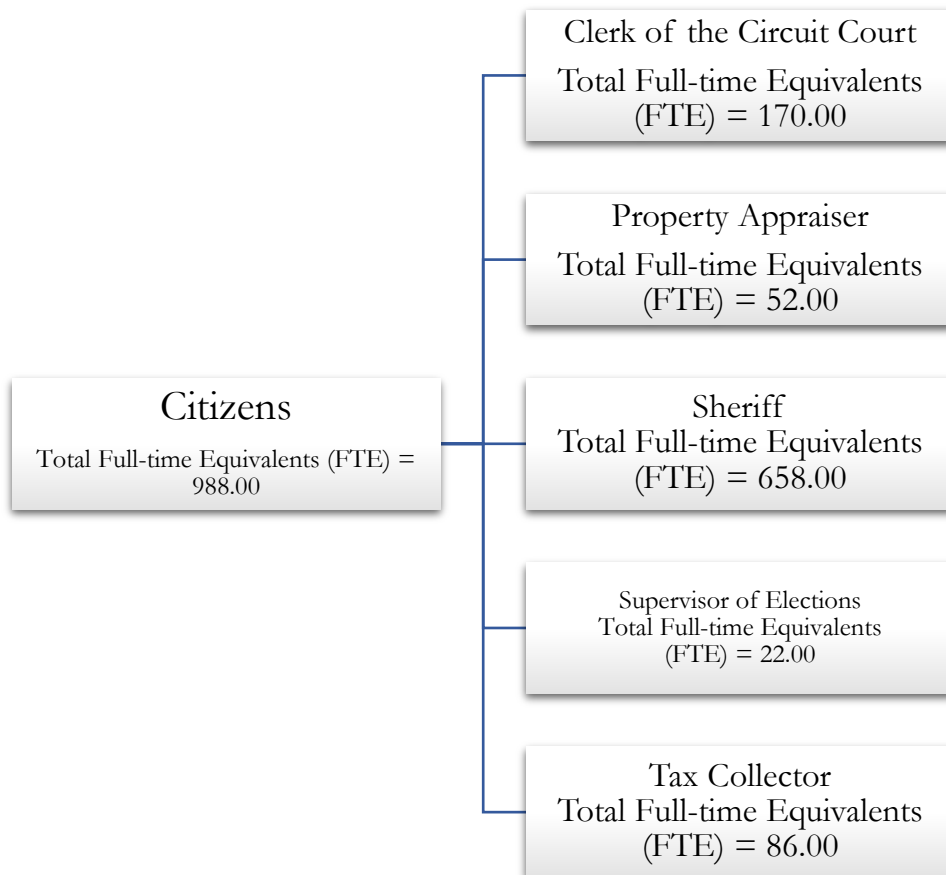
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Constitutional Organizational Chart



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Constitutional Executive Summary

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The Constitutional section of the Leon County FY 2023 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 provides staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provides accounting services and treasury investment for the Board of County Commissioners; records management, Clerk and County Court accounting, cash management and payroll services; records minutes of the Board's meetings and workshops; and provides 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 2023, the contractual increase for financial services provided by the Clerk is \$240,926. In addition, there was an increase in Article V funding in the amount of \$82,960.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 122,900 parcels currently totaling \$21.4 billion in Taxable Value for Leon County. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority, the Children's Services Council 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 utilize the 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. FY 2023 funding for the Sheriff's Office includes contractual increases for medical, dental and mental health services for inmates at the Leon County Detention Center. Additional personnel costs are associated with the implementation of a new compensation plan which includes increasing the starting pay for sworn staff to \$50,000.

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 decreases in general election and off year election cycles. The upcoming FY 2023 cycle includes a general election, and the FY 2023 budget is reflective of the associated costs.

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 County 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 2023 TENTATIVE BUDGET

## »» Constitutional

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	66,337,813	69,295,761	74,529,520	58,019	74,587,539	81,026,316
Operating	16,380,143	20,471,715	23,829,997	-	23,829,997	25,033,538
Capital Outlay	2,076,349	2,915,388	2,346,089	-	2,346,089	2,348,089
Grants-in-Aid	5,580	-	-	-	-	-
Interfund Transfers	1,566,277	-	-	-	-	-
Constitutional Payments	13,170,030	13,417,388	14,731,560	-	14,731,560	15,164,106
Budgeted Reserves	-	-	150,000	-	150,000	150,000
Sheriff Offset	-	(1,458,806)	(1,637,979)	-	(1,637,979)	(1,670,739)
<b>Total Budgetary Costs</b>	<b>99,536,191</b>	<b>104,641,446</b>	<b>113,949,187</b>	<b>58,019</b>	<b>114,007,206</b>	<b>122,051,310</b>

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Clerk of the Circuit Court	2,337,853	2,508,030	2,785,561	-	2,785,561	2,864,345
Property Appraiser	5,223,248	5,350,215	5,980,519	-	5,980,519	6,219,375
Sheriff	81,868,047	85,883,013	94,066,774	-	94,066,774	99,525,656
Supervisor of Elections	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037
Tax Collector	5,676,106	5,954,527	6,445,377	-	6,445,377	6,569,897
<b>Total Budget</b>	<b>99,536,191</b>	<b>104,641,446</b>	<b>113,949,187</b>	<b>58,019</b>	<b>114,007,206</b>	<b>122,051,310</b>

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	12,517,001	13,075,567	14,346,095	-	14,346,095	14,773,319
060 Supervisor of Elections	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037
110 Fine and Forfeiture	82,263,561	86,278,397	94,546,671	-	94,546,671	100,015,167
123 Stormwater Utility	70,715	73,294	74,028	-	74,028	74,768
135 Emergency Medical Services MSTU	158,870	162,395	203,568	-	203,568	207,640
145 Fire Services Fee	57,486	60,288	61,197	-	61,197	62,116
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	1,904	5,200	4,959	-	4,959	4,550
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,562	5,000	5,000	-	5,000	5,000
401 Solid Waste	31,153	35,644	36,713	-	36,713	36,713
<b>Total Revenues</b>	<b>99,536,191</b>	<b>104,641,446</b>	<b>113,949,187</b>	<b>58,019</b>	<b>114,007,206</b>	<b>122,051,310</b>

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Clerk of the Circuit Court	169.00	170.00	170.00	-	170.00	170.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	648.00	658.00	658.00	-	658.00	658.00
Supervisor of Elections	20.00	21.00	21.00	1.00	22.00	22.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>975.00</b>	<b>987.00</b>	<b>987.00</b>	<b>1.00</b>	<b>988.00</b>	<b>988.00</b>

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	395,539	395,384	479,897	-	479,897	489,511
Constitutional Payments	1,942,314	2,112,646	2,305,664	-	2,305,664	2,374,834
Total Budgetary Costs	2,337,853	2,508,030	2,785,561	-	2,785,561	2,864,345

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Clerk - Article V Expenses (110-537-614)	395,514	395,384	479,897	-	479,897	489,511
Clerk - Finance Administration (001-132-586)	1,942,339	2,112,646	2,305,664	-	2,305,664	2,374,834
Total Budget	2,337,853	2,508,030	2,785,561	-	2,785,561	2,864,345

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,942,339	2,112,646	2,305,664	-	2,305,664	2,374,834
110 Fine and Forfeiture	395,514	395,384	479,897	-	479,897	489,511
Total Revenues	2,337,853	2,508,030	2,785,561	-	2,785,561	2,864,345

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Clerk - Finance Administration	26.00	27.00	27.00	-	27.00	27.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalents (FTE)	169.00	170.00	170.00	-	170.00	170.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

### Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration (001-132-586)

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. As 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.</li> <li>2. Provides accounting services for the Board of County Commissioners, retiree management, records management, Clerk and County Court accounting, cash management and payroll services.</li> <li>3. Keeps minutes of the Board's meetings and workshops.</li> <li>4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Investment Oversight Committee and Audit Advisory Committee

### Benchmarking

Benchmark Data	FY21 Leon County Range	Benchmark
All case categories used for benchmarking are listed below – Criminal & Civil	87% - 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 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
<b>Annual Projected % of Cases opened within x business days after initial documents are clocked</b>					
Criminal Cases	Cases opened for Circuit Court defendants within 2 business days	99	99	99	99
	Cases opened for County Court defendants within 3 business days	100	100	100	100
	Cases opened for Juvenile Delinquency within 2 business days	95	98	100	99
	Traffic (UTC) cases opened within 3 business days	98	92	84	84
Civil Cases	Court Circuit cases opened within 2 business days	87	91	90	90
	County cases opened within 2 business days	100	100	99	99
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	99	97	99	99
	Family cases opened within 3 business days	100	100	100	100
Juvenile Dependency cases opened within 2 business days	100	99	100	100	
Criminal Cases	Circuit defendants docket entries entered within 3 business days	92	94	93	93
	County defendants docket entries entered within 3 business days	91	93	93	93
	Juvenile Delinquency docket entries entered within 3 business days	99	99	98	98
	Traffic (UTC) docket entries entered within 3 business days	99	99	99	99
Civil Cases	Circuit cases entered within 3 business days	98	98	99	98
	County cases entered within 3 business days	98	97	99	98
	Traffic (UTC) cases entered within 4 business days	99	100	100	100
	Probate cases entered within 3 business days	99	99	99	99
	Family cases entered within 3 business days	99	99	99	99
Juvenile Dependency cases entered within 3 business days	99	100	99	99	

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	25	-	-	-	-	-
Constitutional Payments	1,942,314	2,112,646	2,305,664	-	2,305,664	2,374,834
Total Budgetary Costs	1,942,339	2,112,646	2,305,664	-	2,305,664	2,374,834
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,942,339	2,112,646	2,305,664	-	2,305,664	2,374,834
Total Revenues	1,942,339	2,112,646	2,305,664	-	2,305,664	2,374,834
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Clerk - Finance Division	26.00	27.00	27.00	-	27.00	27.00
Total Full-Time Equivalentents (FTE)	26.00	27.00	27.00	-	27.00	27.00

The agreement with the Clerk requires the County pay for 72.42% of all costs related to the Finance Department. The FY 2023 budget includes increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	395,514	395,384	479,897	-	479,897	489,511
Total Budgetary Costs	395,514	395,384	479,897	-	479,897	489,511
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	395,514	395,384	479,897	-	479,897	489,511
Total Revenues	395,514	395,384	479,897	-	479,897	489,511
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 Equivalents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V expenses relate to Article V of the Florida Constitution. In FY08 new reporting requirements for Article V entities were implemented. 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.

FY 2023 budget reflects an increase in Article V funding in the amount of \$82,960, associated with cost-of-living adjustments, increased retirement rates and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

### Property Appraiser (001-512-586)

<b>Mission</b>	The mission of the Property Appraiser is to locate, identify, 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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Locate, identify, and appraise at fair market value all property in Leon County.</li> <li>2. Maintain assessment limitations as required by Florida Statute.</li> <li>3. Provide effective and efficient service to the citizens of Leon County.</li> <li>4. Administer all exemptions and classifications.</li> <li>5. Submit the tax roll to the Department of Revenue, the Tax Collector, and all taxing authorities.</li> <li>6. Administer the Truth in Millage (TRIM) process.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
Parcel Count (Real and Personal Property)	122,021	122,872	122,900	123,500
Property Transactions (Sale Count)	11,935	13,596	12,500	13,000
Number of Homestead Exemptions (F.S. 196.031)	57,037	57,356	57,400	57,425
Number of Senior Exemptions (F.S. 196.075)	1,512	1,509	1,515	1,525

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Property Appraiser (001-512-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	5,223,248	5,350,215	5,980,519	-	5,980,519	6,219,375
Total Budgetary Costs	5,223,248	5,350,215	5,980,519	-	5,980,519	6,219,375

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,223,248	5,350,215	5,980,519	-	5,980,519	6,219,375
Total Revenues	5,223,248	5,350,215	5,980,519	-	5,980,519	6,219,375

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 to the Property Appraiser's budget are as follows:

Increases to Program Funding:

1. The Property Appraiser budget reflects increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6% increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Other increases are associated with technology improvements, including migration to the County's Office 365 environment and the building of a new website.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Sheriff Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	63,759,653	66,350,442	71,672,091	-	71,672,091	77,163,733
Operating	14,506,411	18,080,989	21,536,573	-	21,536,573	21,536,573
Capital Outlay	2,030,126	2,910,388	2,346,089	-	2,346,089	2,346,089
Grants-in-Aid	5,580	-	-	-	-	-
Interfund Transfers	1,566,277	-	-	-	-	-
Budgeted Reserves	-	-	150,000	-	150,000	150,000
Sheriff Offset	-	(1,458,806)	(1,637,979)	-	-1,637,979	(1,670,739)
Total Budgetary Costs	81,868,047	85,883,013	94,066,774	-	94,066,774	99,525,656

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Corrections (110-511-586)	35,714,784	36,159,343	40,905,113	-	40,905,113	43,116,763
Law Enforcement (110-510-586)	46,153,263	49,723,670	53,161,661	-	53,161,661	56,408,893
Total Budget	81,868,047	85,883,013	94,066,774	-	94,066,774	99,525,656

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	81,868,047	85,883,013	94,066,774	-	94,066,774	99,525,656
Total Revenues	81,868,047	85,883,013	94,066,774	-	94,066,774	99,525,656

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Law Enforcement	360.00	370.00	370.00	-	370.00	370.00
Corrections	288.00	288.00	288.00	-	288.00	288.00
Total Full-Time Equivalents (FTE)	648.00	658.00	658.00	-	658.00	658.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Constitutional

**Sheriff – Law Enforcement (110-510-586)**

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service.</li> <li>2. Investigate crimes and diligently pursue those persons who violate the law.</li> <li>3. Provide School Resource Officers at all high schools and middle schools.</li> <li>4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners.</li> <li>5. Provide Leon County courthouse and courtroom security.</li> <li>6. Provide the citizens of Leon County with informational publications and programs for crime prevention.</li> <li>7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Communications Board

<b>Performance Measures</b>				
<b>Performance Measures</b>	<b>FY 2020 Actuals</b>	<b>FY 2021 Actuals</b>	<b>FY 2022 Estimate</b>	<b>FY 2023 Estimate</b>
Number of civil processes served <sup>1</sup> .	2,450	9,163	9,200	9,300
Number of uniform patrol primary/secondary calls for service <sup>2</sup> .	184,283	143,074	139,133	140,000
Number of warrants served. <sup>3</sup>	508	624	635	645
Number visitors checked at Courthouse entrances. <sup>3</sup>	62,787	94,489	173,500	175,000

## Notes:

1. Value does not include attempts for service. FY 2021 actuals saw an increase in the wake of the courthouse closures and other restrictions during the COVID-19 pandemic. FY 2022 and 2023 estimates assume a return to a more normal range.
2. Values reflect calls for Uniformed Patrol only.
3. FY 2022 and 2023 estimates forecast a more normal range in the wake of the courthouse closures and other restrictions during the COVID-19 pandemic in FY 2020 and FY 2021.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Sheriff - Law Enforcement (110-510-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	37,731,937	40,702,916	43,263,004	-	43,263,004	46,542,996
Operating	6,728,092	7,732,622	9,152,547	-	9,152,547	9,152,547
Capital Outlay	1,812,484	2,746,938	2,309,089	-	2,309,089	2,309,089
Grants-in-Aid	5,580	-	-	-	-	-
Interfund Transfers	(124,831)	-	-	-	-	-
Budgeted Reserves	-	-	75,000	-	75,000	75,000
Sheriff Offset	-	(1,458,806)	(1,637,979)	-	(1,637,979)	(1,670,739)
Total Budgetary Costs	46,153,263	49,723,670	53,161,661	-	53,161,661	56,408,893
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	46,153,263	49,723,670	53,161,661	-	53,161,661	56,408,893
Total Revenues	46,153,263	49,723,670	53,161,661	-	53,161,661	56,408,893

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

Staffing Summary	FY 2021 Actual	FY 2022 Adopted	FY 2023 Continuation	FY 2023 Issues	FY 2023 Budget	FY 2024 Budget
Employee Development Training Admin.	-	1.00	1.00	-	1.00	1.00
Crime Analyst - Real Time Crime Center	-	4.00	4.00	-	4.00	4.00
Executive Director of Youth Services	-	1.00	1.00	-	1.00	1.00
Research & Planning Admin.	-	1.00	1.00	-	1.00	1.00
Crime Scene Specialist	-	1.00	1.00	-	1.00	1.00
Digital Forensic Examiner	-	1.00	1.00	-	1.00	1.00
Community Relations Specialist	-	2.00	2.00	-	2.00	2.00
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
Bailiff Security Technician	-	1.00	1.00	-	1.00	1.00
Captain	7.00	7.00	7.00	-	7.00	7.00
Chief Administrative Officer	-	1.00	1.00	-	1.00	1.00
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	2.00	2.00	2.00	-	2.00	2.00
Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	210.00	208.00	208.00	-	208.00	208.00
Evidence Custodian	5.00	5.00	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	11.00	12.00	12.00	-	12.00	12.00
Assistant Sheriff	1.00	2.00	2.00	-	2.00	2.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	4.00	3.00	3.00	-	3.00	3.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	1.00	1.00	-	1.00	1.00
Sergeant	35.00	41.00	41.00	-	41.00	41.00
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	1.50	1.50	-	1.50	1.50
IT Support Specialist	4.00	4.00	4.00	-	4.00	4.00
Civil Enforcement	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	10.00	7.00	7.00	-	7.00	7.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	3.00	4.00	4.00	-	4.00	4.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	-	4.00	4.00
Human Resources Generalist	4.00	2.00	2.00	-	2.00	2.00
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
Training Technician	-	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	1.50	1.50	-	1.50	1.50
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
Chief	5.00	4.00	4.00	-	4.00	4.00
IT Analyst	4.00	2.00	2.00	-	2.00	2.00
Property and Evidence Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief Financial Officer	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	360.00	370.00	370.00	-	370.00	370.00

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

### »» Constitutional

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#### **Sheriff - Law Enforcement (110-510-586)**

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 9.5%. The Law Enforcement portion of the Sheriff's budget increased by 7.31% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are associated with the implementation of a new compensation plan which includes increasing the starting pay for sworn staff to \$50,000.
2. Other inflationary increases are associated with vehicle repair and fuel, and operating costs for investigation supplies, body camera maintenance, and a mental health services tracking system.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Sheriff – Corrections (110-511-586)

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide care, custody, and control of inmates.</li> <li>2. Provide medical care for inmates.</li> <li>3. Administer financial responsibility for medical expenses.</li> <li>4. Provide transportation of inmates.</li> <li>5. Provide educational and treatment programs for inmates.</li> <li>6. Manage inmate work crew programs.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Coordinating Council

Performance Measures				
Performance Measures	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimate	FY 2023 Estimate
Number of inmates on average.	997	1,115	1,142	1,180
Number of work crew labor hours.	3,838	5,184	7,598	10,257

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Sheriff - Corrections (110-511-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	26,027,716	25,647,526	28,409,087	-	28,409,087	30,620,737
Operating	7,778,319	10,348,367	12,384,026	-	12,384,026	12,384,026
Capital Outlay	217,641	163,450	37,000	-	37,000	37,000
Interfund Transfers	1,691,108	-	-	-	-	-
Budgeted Reserves	-	-	75,000	-	75,000	75,000
Total Budgetary Costs	35,714,784	36,159,343	40,905,113	-	40,905,113	43,116,763

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	35,714,784	36,159,343	40,905,113	-	40,905,113	43,116,763
Total Revenues	35,714,784	36,159,343	40,905,113	-	40,905,113	43,116,763

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Major	1.00	-	-	-	-	-
Captain	4.00	4.00	4.00	-	4.00	4.00
Lieutenant	9.00	9.00	9.00	-	9.00	9.00
Sergeant	30.00	29.00	29.00	-	29.00	29.00
Correctional Officer	198.00	212.00	212.00	-	212.00	212.00
Correctional Technician	33.00	20.00	20.00	-	20.00	20.00
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
Fiscal OPS Coordinator	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	2.00	2.00	2.00	-	2.00	2.00
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
Assistant Sheriff	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	288.00	288.00	288.00	-	288.00	288.00

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 9.5%. The Corrections portion of the Sheriff's budget increased by 12.58% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Additional personnel costs are associated with the implementation of a new compensation plan which includes increasing the starting pay for sworn staff to \$50,000.
2. Contractual services and operating supplies in the amount of \$1,933,214, associated with the rebid of the on site medical contract for inmate medical, dental, and mental health services.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	2,578,159	2,945,319	2,857,429	58,019	2,915,448	3,862,583
Operating	1,478,193	1,995,342	1,813,527	-	1,813,527	3,007,454
Capital Outlay	46,223	5,000	-	-	-	2,000
Constitutional Payments	328,362	-	-	-	-	-
Total Budgetary Costs	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Elections (060-520-586)	318,511	-	-	-	-	-
Elections (060-521-513)	1,239,145	2,040,748	1,539,109	-	1,539,109	3,717,920
Elections (060-521-586)	9,851	-	-	-	-	-
Voter Registration (060-520-513)	2,863,430	2,904,913	3,131,847	58,019	3,189,866	3,154,117
Total Budget	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
060 Supervisor of Elections	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037
Total Revenues	4,430,937	4,945,661	4,670,956	58,019	4,728,975	6,872,037

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Voter Registration	20.00	21.00	21.00	1.00	22.00	22.00
Total Full-Time Equivalents (FTE)	20.00	21.00	21.00	1.00	22.00	22.00

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Elections	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 2023 TENTATIVE BUDGET

## »» Constitutional

### Supervisor of Elections (060-520/521-513)

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Maintain registration records in physical and electronic form via statewide voter registration database.</li> <li>3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses.</li> <li>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.</li> <li>5. Qualify all candidates for county, municipal or special district office within Leon County.</li> <li>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.</li> <li>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.</li> <li>8. Train poll workers for each election as required by state statute.</li> <li>9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida.</li> <li>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.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	County Canvassing Board

Performance Measures								
Performance Measures	2020 Election Cycle Actuals			2022 Election Cycle Estimates		2024 Election Cycle Estimates		
	PPP R&D	Primary	General	Primary	General	PPP (R's) <sup>3</sup>	Primary	General
Registered Voters <sup>1</sup>	172,758	212,823	217,454	225,000	230,000	60,000	235,000	237,000
Voters Who Voted	60,937	76,238	164,233	78,750	142,600	30,000	79,900	180,120
Voter Turnout Percentage	35%	36%	76%	35%	62%	50%	34%	76%
Number of Early Voters	20,743	12,169	64,945	17,325	57,040	7,500	20,774	77,452
Precinct Poll Workers Deployed	825	876	889	875	890	825	875	890
Vote-By-Mail Ballots Mailed <sup>2</sup>	28,435	72,833	91,705	68,000	72,000	9,429	32,552	59,218
Vote-By-Mail Ballots Processed	16,359	38,542	67,308	31,500	35,650	6,600	17,578	43,229
Provisional Ballots Cast	233	44	379	50	390	150	60	400
Provisional Ballots Accepted	37	21	123	25	140	75	30	150

## Notes:

1. Voter Turnout Percentage is based on number of eligible voters who vote. Due to a closed primary, only 172,758 Republicans (R) and Democrats (D) were eligible to vote in the 2020 Presidential Preference Primary (PPP) election.
2. Vote-By-Mail totals drastically increased due to COVID-19 and voters moving from in-person voting to Vote-By-Mail.
3. In the case of a PPP election where only the Presidential potential candidates are on the ballot, the party with a sitting president who is not yet term-limited (currently the Democratic Party) will normally not appear on the ballot. Therefore, only Republican party estimates are included for the 2024 Election cycle.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections - Voter Registration (060-520-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	2,303,481	2,331,983	2,405,973	58,019	2,463,992	2,538,753
Operating	536,594	567,930	725,874	-	725,874	613,364
Capital Outlay	23,356	5,000	-	-	-	2,000
Total Budgetary Costs	2,863,430	2,904,913	3,131,847	58,019	3,189,866	3,154,117

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
060 Supervisor of Elections	2,863,430	2,904,913	3,131,847	58,019	3,189,866	3,154,117
Total Revenues	2,863,430	2,904,913	3,131,847	58,019	3,189,866	3,154,117

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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
Administrative Director	1.00	1.00	1.00	-	1.00	1.00
Info. Technology Director	1.00	1.00	1.00	-	1.00	1.00
Voting Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Outreach & Early Voting Mgrer	1.00	1.00	1.00	-	1.00	1.00
Election Project Coordinator	1.00	1.00	1.00	-	1.00	1.00
Voter Services Manager	1.00	1.00	1.00	-	1.00	1.00
Voting Operations Tech	2.00	2.00	1.00	1.00	2.00	2.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist II	3.00	3.00	1.00	-	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	1.00	2.00	3.00	-	3.00	3.00
Voting Operations Tech II	1.00	1.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	1.00	-	-	-	-
Info. Technology Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	-	1.00	1.00
Vote-by-Mail Coordinator	-	-	1.00	-	1.00	1.00
Information Technology Spec.	-	-	1.00	-	1.00	1.00
Public Info Spec - Elections	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	20.00	21.00	21.00	1.00	22.00	22.00

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 2023 cycle includes a general election, however, due to the Florida Legislature enacting new voting requirements for absentee ballots and other voting measures, the decline in the SOE budget was less than originally forecasted.

## 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$58,019 associated with a new Voting Operations Technician position to accommodate ongoing election law changes.
3. Additional inflationary costs are associated with printing and mailing absentee ballots, election guides, and other bulk correspondences to voters to meet new statutory guidelines.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections - Elections (060-521-513)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	274,679	613,336	451,456	-	451,456	1,323,830
Operating	941,599	1,427,412	1,087,653	-	1,087,653	2,394,090
Capital Outlay	22,867	-	-	-	-	-
Total Budgetary Costs	1,239,145	2,040,748	1,539,109	-	1,539,109	3,717,920

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
060 Supervisor of Elections	1,239,145	2,040,748	1,539,109	-	1,539,109	3,717,920
Total Revenues	1,239,145	2,040,748	1,539,109	-	1,539,109	3,717,920

<b>OPS Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Elections 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 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 2023 cycle includes a general election, however, due to the Florida Legislature enacting new voting requirements for absentee ballots and other voting measures, the decline in the SOE budget was less than originally forecasted.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	5,676,106	5,954,527	6,445,377	-	6,445,377	6,569,897
Total Budgetary Costs	5,676,106	5,954,527	6,445,377	-	6,445,377	6,569,897

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Tax Collector (001-513-586)	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
Tax Collector (123-513-586)	70,715	73,294	74,028	-	74,028	74,768
Tax Collector (135-513-586)	158,870	162,395	203,568	-	203,568	207,640
Tax Collector (145-513-586)	57,486	60,288	61,197	-	61,197	62,116
Tax Collector (162-513-586)	1,904	5,200	4,959	-	4,959	4,550
Tax Collector (164-513-586)	4,562	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	31,153	35,644	36,713	-	36,713	36,713
Total Budget	5,676,106	5,954,527	6,445,377	-	6,445,377	6,569,897

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
123 Stormwater Utility	70,715	73,294	74,028	-	74,028	74,768
135 Emergency Medical Services MSTU	158,870	162,395	203,568	-	203,568	207,640
145 Fire Services Fee	57,486	60,288	61,197	-	61,197	62,116
162 County Accepted Roadways and Drainage Syst	1,904	5,200	4,959	-	4,959	4,550
164 Special Assessment - Killearn Lakes Units I an	4,562	5,000	5,000	-	5,000	5,000
401 Solid Waste	31,153	35,644	36,713	-	36,713	36,713
Total Revenues	5,676,106	5,954,527	6,445,377	-	6,445,377	6,569,897

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector (001-513-586)

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Collect all authorized property taxes and fees within Leon County.</li> <li>2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law.</li> <li>3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion.</li> <li>4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.</li> <li>5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health</li> <li>6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
<b>Advisory Board</b>	None

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (001-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
Total Budgetary Costs	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
Total Revenues	5,351,414	5,612,706	6,059,912	-	6,059,912	6,179,110
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
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 a 9.33% 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 2023 increase in the Tax Collector's budget is \$442,300.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (123-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	70,715	73,294	74,028	-	74,028	74,768
Total Budgetary Costs	70,715	73,294	74,028	-	74,028	74,768
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
123 Stormwater Utility	70,715	73,294	74,028	-	74,028	74,768
Total Revenues	70,715	73,294	74,028	-	74,028	74,768

## Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (135-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	158,870	162,395	203,568	-	203,568	207,640
Total Budgetary Costs	158,870	162,395	203,568	-	203,568	207,640
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
135 Emergency Medical Services MSTU	158,870	162,395	203,568	-	203,568	207,640
Total Revenues	158,870	162,395	203,568	-	203,568	207,640

## Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (145-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	57,486	60,288	61,197	-	61,197	62,116
Total Budgetary Costs	57,486	60,288	61,197	-	61,197	62,116
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
145 Fire Services Fee	57,486	60,288	61,197	-	61,197	62,116
Total Revenues	57,486	60,288	61,197	-	61,197	62,116

## Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (162-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	1,904	5,200	4,959	-	4,959	4,550
Total Budgetary Costs	1,904	5,200	4,959	-	4,959	4,550
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	1,904	5,200	4,959	-	4,959	4,550
Total Revenues	1,904	5,200	4,959	-	4,959	4,550

## 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 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (164-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	4,562	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,562	5,000	5,000	-	5,000	5,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,562	5,000	5,000	-	5,000	5,000
Total Revenues	4,562	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 2023 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (401-513-586)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Constitutional Payments	31,153	35,644	36,713	-	36,713	36,713
Total Budgetary Costs	31,153	35,644	36,713	-	36,713	36,713
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
401 Solid Waste	31,153	35,644	36,713	-	36,713	36,713
Total Revenues	31,153	35,644	36,713	-	36,713	36,713

## 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 2023 TENTATIVE BUDGET

**»» Judicial  
Index**

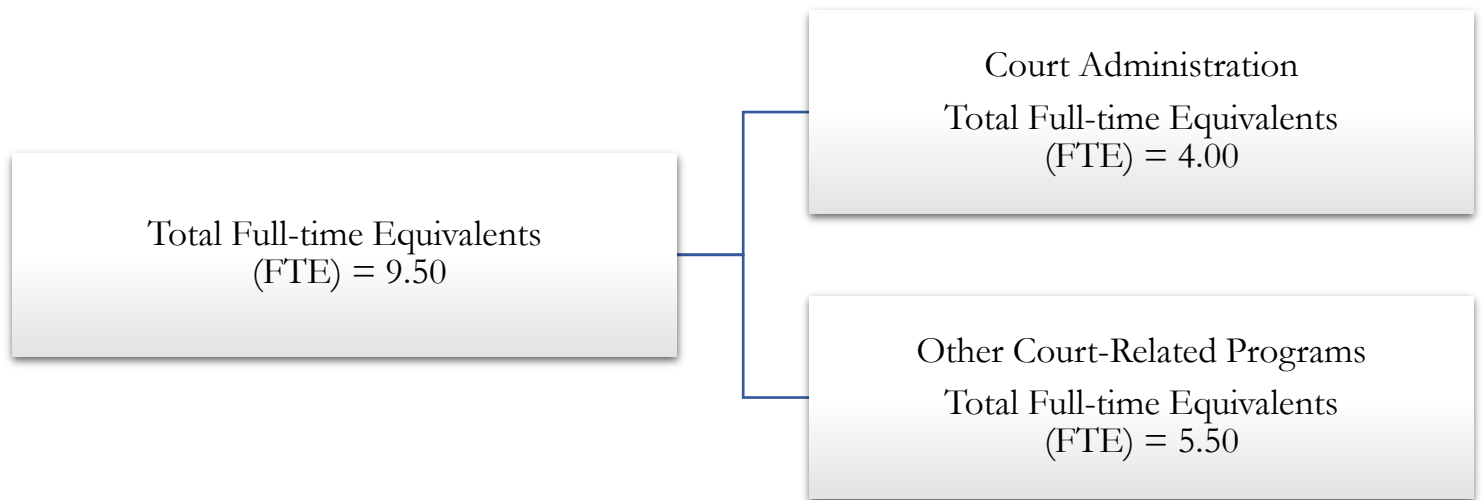
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LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# » Judicial Organizational Chart

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Judicial Executive Summary

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The Judicial section of the Leon County FY 2023 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 42,283 jail beds and \$4.06 million in costs will be avoided in FY 2023 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 3.1% of graduates will re-offend in FY 2023.

Beginning in FY 2016, at the request of the Court Administration, the Board approved the creation of the Veteran's Court, which is 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 34 defendants will be served by the Veteran's Court in FY 2023.

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 5,700 felony referrals, 750 juvenile referrals, and 6,100 misdemeanor referrals in FY 2023. 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 9,000 cases to be closed in FY 2023. The Public Defender's office continues to provide quality legal representation to all indigents charged with criminal offenses. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

Guardian Ad Litem continues to provide children with legal representation and advocacy services. In FY 2023, Guardian Ad Litem will represent approximately 683 children who are residents of Leon County.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Judicial

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	400,928	521,851	555,095	64,017	619,112	636,497
Operating	231,950	279,529	291,867	-	291,867	291,701
Capital Outlay	-	51,680	52,440	-	52,440	52,725
Grants-in-Aid	301,469	309,180	309,940	-	309,940	310,225
Total Budgetary Costs	934,347	1,162,240	1,209,342	64,017	1,273,359	1,291,148

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Court Administration	256,061	222,868	240,876	64,017	304,893	312,610
Other Court-Related Programs	400,536	640,919	670,038	-	670,038	680,110
State Attorney	107,680	131,935	131,915	-	131,915	131,915
Public Defender	155,431	143,645	143,645	-	143,645	143,645
Guardian Ad Litem	14,641	22,873	22,868	-	22,868	22,868
Total Budget	934,347	1,162,240	1,209,342	64,017	1,273,359	1,291,148

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	270,701	245,741	263,744	64,017	327,761	335,478
110 Fine and Forfeiture	520,610	533,080	533,060	-	533,060	533,060
114 Family Law Legal Services	73,421	51,309	53,110	-	53,110	54,339
117 Judicial Programs	69,614	332,110	359,428	-	359,428	368,271
Total Revenues	934,347	1,162,240	1,209,342	64,017	1,273,359	1,291,148

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Court Administration	3.00	3.00	3.00	1.00	4.00	4.00
Other Court-Related Programs	5.50	5.50	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	1.00	9.50	9.50

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Judicial

## Court Administration (001-540-601)

<b>Goal</b>	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.
<b>Objectives</b>	<p>Criminal Case Management:</p> <ol style="list-style-type: none"> <li>1. Oversight and supervision of Mental Health dockets, Veterans Treatment Court, and Felony Drug Court.</li> <li>2. Performs early identification of all veterans and persons diagnosed with a mental illness booked into the Leon County Detention facility.</li> <li>3. Provides judicial case management services for all 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.</li> <li>4. Reviews, enhances and coordinates all criminal court processes.</li> <li>5. Attends the Criminal Justice Coordinating Committee (CJCC) and staffs the Public Safety Coordinating Council (PSCC).</li> <li>6. Provides training and oversight of court approved risk assessment tools.</li> <li>7. Coordinates bi-weekly multi-disciplinary team staffing for all adult specialty courts and/or dockets.</li> <li>8. Provides weekly, bi-weekly, and monthly case ageing reports to court parties.</li> <li>9. Serves as Court Liaison for jail population review and management with all outside agencies.</li> <li>10. Coordinates and facilitates the Big Bend Crisis Intervention Team (CIT) training program.</li> <li>11. Monitors detention facility population to identify cases for timely disposition.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	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 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention.	31,702	37,972	41,942	42,283
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention. <sup>1</sup>	\$2.7 million	\$3.6 million	\$4.03 million	\$4.06 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization.	64	69	74	71
Number of Defendants Found to be Incompetent to Proceed.	123	156	131	143
Number of Defendants served by Veterans Treatment Court (VTC).	22	29	36	34
Number of Defendants served by Felony Drug Court (FDC).	34	36	46	46

Notes:

1. Cost per day for the jail used in calculations is \$96. The forecasted increases for FY 2022 and FY 2023 represent the return to a more normal trajectory after the implementation of modified operations during the COVID-19 pandemic. Detention review numbers are not included as the Detention Review Coordinator (DRC) position was recently filled. The Criminal Case Management Unit is working with the Office of Intervention & Detention Alternatives and the detention facility to enhance the job functions of the DRC as court operations resume post COVID-19.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

**Court Administration Summary**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	230,382	189,369	203,840	64,017	267,857	275,574
Operating	25,679	33,499	37,036	-	37,036	37,036
Total Budgetary Costs	256,061	222,868	240,876	64,017	304,893	312,610
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Court Administration (001-540-601)	243,901	209,448	228,621	64,017	292,638	300,355
Court Information Systems (001-540-713)	12,160	13,420	12,255	-	12,255	12,255
Total Budget	256,061	222,868	240,876	64,017	304,893	312,610
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	256,061	222,868	240,876	64,017	304,893	312,610
Total Revenues	256,061	222,868	240,876	64,017	304,893	312,610
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Court Administration	3.00	3.00	3.00	1.00	4.00	4.00
Total Full-Time Equivalentents (FTE)	3.00	3.00	3.00	1.00	4.00	4.00



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Judicial

## Court Administration - Court Administration (001-540-601)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	230,382	189,369	203,840	64,017	267,857	275,574
Operating	13,519	20,079	24,781	-	24,781	24,781
Total Budgetary Costs	243,901	209,448	228,621	64,017	292,638	300,355
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	243,901	209,448	228,621	64,017	292,638	300,355
Total Revenues	243,901	209,448	228,621	64,017	292,638	300,355
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
IT Technical Support Spec. II	-	-	-	1.00	1.00	1.00
Detention Review Coordinator	1.00	1.00	-	-	-	-
Criminal Court Specialist	1.00	1.00	2.00	-	2.00	2.00
Criminal Court Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	1.00	4.00	4.00

The major variances for the FY 2023 Court Administration 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Personnel costs in the amount of \$64,017 associated with a new IT Technical Support Specialist position to address information technology needs associated with Article V statutory requirements.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Court Administration - Court Information Systems (001-540-713)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	12,160	13,420	12,255	-	12,255	12,255
Total Budgetary Costs	12,160	13,420	12,255	-	12,255	12,255
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	12,160	13,420	12,255	-	12,255	12,255
Total Revenues	12,160	13,420	12,255	-	12,255	12,255

In FY 2008 new reporting requirements for Article V entities were implemented. 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 minor budget decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	96,547	258,482	277,255	-	277,255	286,923
Operating	2,520	21,577	30,403	-	30,403	30,237
Capital Outlay	-	51,680	52,440	-	52,440	52,725
Grants-in-Aid	301,469	309,180	309,940	-	309,940	310,225
Total Budgetary Costs	400,536	640,919	670,038	-	670,038	680,110

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Alternative Juvenile Programs (117-509-569)	30,758	53,066	56,461	-	56,461	58,323
Court Administration - Teen Court (114-586-662)	73,421	51,309	53,110	-	53,110	54,339
Judicial Programs/Article V (117-548-662)	(5,113)	175,684	198,087	-	198,087	204,498
Law Library (117-546-714)	-	51,680	52,440	-	52,440	52,725
Legal Aid - Court (117-555-715)	43,969	51,680	52,440	-	52,440	52,725
Legal Aid (110-555-715)	257,500	257,500	257,500	-	257,500	257,500
Total Budget	400,536	640,919	670,038	-	670,038	680,110

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	257,500	257,500	257,500	-	257,500	257,500
114 Family Law Legal Services	73,421	51,309	53,110	-	53,110	54,339
117 Judicial Programs	69,614	332,110	359,428	-	359,428	368,271
Total Revenues	400,536	640,919	670,038	-	670,038	680,110

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Court Administration - Teen Court	1.15	0.58	0.60	-	0.60	0.60
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	3.35	3.92	3.90	-	3.90	3.90
Total Full-Time Equivalents (FTE)	5.50	5.50	5.50	-	5.50	5.50

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Legal Aid (110-555-715)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	257,500	257,500	257,500	-	257,500	257,500
Total Budgetary Costs	257,500	257,500	257,500	-	257,500	257,500
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	257,500	257,500	257,500	-	257,500	257,500
Total Revenues	257,500	257,500	257,500	-	257,500	257,500

In 2016 the Board approved additional funding in the amount of \$125,000 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. These funds have not returned to pre-recession levels and the additional funding was continued in FY 2023. The remaining Legal Aid funding is budgeted in Other Court –Related Programs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Judicial

## Court Administration – Teen Court (114-586-662)

<b>Goal</b>	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.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers.</li> <li>2. Provide sanctions to offenders through sentencing hearings.</li> <li>3. Provide professional, educational, and counseling services and/or referrals to clients of the program.</li> <li>4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers.</li> <li>5. Provide educational/crime prevention/victim's awareness components to clients.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
<b>Advisory Board</b>	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 2020 Actuals <sup>4</sup>	FY 2021 Actuals <sup>4</sup>	FY 2022 Estimates <sup>5</sup>	FY 2023 Estimates <sup>6</sup>
Number of Cases Referred to Teen Court.	44	50	51	67
Number of Hours Active Officers Have Served. <sup>1</sup>	1,076	270	1,037	1,054
Number of Hours Teen Volunteers Have Served as Jurors.	1,604	810	2,106	2,636
Number of Volunteer Service Hours Contributed. <sup>2</sup>	2,931	1,317	3,386	4,111
Number of Successful Completions. <sup>3</sup>	27	40	45	53
Percentage of Re-Offenders (Recidivism). <sup>3</sup>	3.7%	5.0%	3.0%	3.1%

\*FY 2020 and 2021 saw a significant decrease due to modified operations in response to the COVID-19 pandemic. The forecasted increases for FY 2022 and FY 2023 represent the return to a more normal trajectory.

## 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 and 2021 actuals were affected by the COVID-19 restrictions.
5. FY 2022 estimates were calculated using the average for Actual Numbers in FY 2019 and FY 2020.
6. FY 2023 estimates were calculated using the average for Actual Numbers in FY 2017, FY 2018 and FY 2019.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	72,063	39,552	41,207	-	41,207	42,602
Operating	1,358	11,757	11,903	-	11,903	11,737
Total Budgetary Costs	73,421	51,309	53,110	-	53,110	54,339
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
114 Family Law Legal Services	73,421	51,309	53,110	-	53,110	54,339
Total Revenues	73,421	51,309	53,110	-	53,110	54,339
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Teen Court Dir./Volunteer Coor	0.58	0.58	0.60	-	0.60	0.60
Teen Court Education Coordinat	0.57	-	-	-	-	-
Total Full-Time Equivalents (FTE)	1.15	0.58	0.60	-	0.60	0.60

The major variances for the FY 2023 Teen Court 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.
2. Additional personnel costs associated with partial realignment of the Teen Court Director/Volunteer Coordinator position, which is split funded between the Teen Court and Judicial/Article V programs.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	29,596	49,764	52,961	-	52,961	54,823
Operating	1,162	3,302	3,500	-	3,500	3,500
Total Budgetary Costs	30,758	53,066	56,461	-	56,461	58,323
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
117 Judicial Programs	30,758	53,066	56,461	-	56,461	58,323
Total Revenues	30,758	53,066	56,461	-	56,461	58,323
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Juvenile Alt. Sanction Coord	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.

The major variances for the FY 2023 Alternative Juvenile Programs 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 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Law Library (117-546-714)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Capital Outlay	-	51,680	52,440	-	52,440	52,725
Total Budgetary Costs	-	51,680	52,440	-	52,440	52,725
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
117 Judicial Programs	-	51,680	52,440	-	52,440	52,725
Total Revenues	-	51,680	52,440	-	52,440	52,725

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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	(5,113)	169,166	183,087	-	183,087	189,498
Operating	-	6,518	15,000	-	15,000	15,000
Total Budgetary Costs	(5,113)	175,684	198,087	-	198,087	204,498
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
117 Judicial Programs	(5,113)	175,684	198,087	-	198,087	204,498
Total Revenues	(5,113)	175,684	198,087	-	198,087	204,498
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Teen Court Dir./Volunteer Coor	0.42	0.42	0.40	-	0.40	0.40
Teen Court Education Coordinat	0.43	1.00	1.00	-	1.00	1.00
Trial Court Marshal	1.00	1.00	1.00	-	1.00	1.00
Court Liaison Officer	0.50	0.50	0.50	-	0.50	0.50
Integrated Computer Sy Int Dev	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.35	3.92	3.90	-	3.90	3.90

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. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees. Increases in personnel are offset by partial realignment of the Teen Court Director/Volunteer Coordinator position, which is split funded between the Teen Court and Judicial/Article V programs.
2. Costs associated with staff attendance at additional training events, offset by a decrease in operating supplies.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Legal Aid - Court (117-555-715)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	43,969	51,680	52,440	-	52,440	52,725
Total Budgetary Costs	43,969	51,680	52,440	-	52,440	52,725
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
117 Judicial Programs	43,969	51,680	52,440	-	52,440	52,725
Total Revenues	43,969	51,680	52,440	-	52,440	52,725

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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Judicial

## State Attorney (110-532-602)

<b>Goal</b>	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.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury.</li> <li>3. Assist all law enforcement agencies with legal and investigative assistance upon request.</li> <li>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.</li> <li>5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes 27 and 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
Number of Felony Cases disposed	4,199	4,195	5,350	5,700
Number of Juvenile Cases disposed	658	661	648	750
Number of Misdemeanor Cases disposed	3,651	4,209	6,014	6,100
Number of Baker Acts disposed	639	796	665	700
Number of Warrants reviewed <sup>1</sup>	N/A	1,328	1,397	1,500

Note:

1. The procedure for tracking reviewed warrants was established in January 2021.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## State Attorney Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	70,680	94,935	94,915	-	94,915	94,915
Total Budgetary Costs	107,680	131,935	131,915	-	131,915	131,915
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
State Attorney (110-532-602)	95,330	118,600	118,600	-	118,600	118,600
State Attorney (110-532-713)	12,350	13,335	13,315	-	13,315	13,315
Total Budget	107,680	131,935	131,915	-	131,915	131,915
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	107,680	131,935	131,915	-	131,915	131,915
Total Revenues	107,680	131,935	131,915	-	131,915	131,915

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## State Attorney - State Attorney (110-532-602)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	58,330	81,600	81,600	-	81,600	81,600
Total Budgetary Costs	95,330	118,600	118,600	-	118,600	118,600
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	95,330	118,600	118,600	-	118,600	118,600
Total Revenues	95,330	118,600	118,600	-	118,600	118,600

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

 **Judicial**


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**State Attorney - State Attorney (110-532-713)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	12,350	13,335	13,315	-	13,315	13,315
Total Budgetary Costs	12,350	13,335	13,315	-	13,315	13,315
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	12,350	13,335	13,315	-	13,315	13,315
Total Revenues	12,350	13,335	13,315	-	13,315	13,315

As part of the Article V funding requirement, expenses for communication costs are budgeted in State Attorney Information Systems.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Judicial

## Public Defender (110-533-603)

<b>Goal</b>	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court.</li> <li>2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court.</li> <li>3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 27.51 and Florida Statute 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
Number of Total Appointed/Reopened Cases.	4,408	8,350	9,000	9,000
Number of Cases Pled.	2,001	3,268	4,000	4,000
Number of Nolle Processed/Dismissed Cases.	154	585	700	700
Number of Total Cases Closed.	5,720	7,881	9,000	9,000
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	521	732	850	900
Number of Appellate Briefs Filed.	640	852	1,000	1,100

Note: Modified operations during the COVID-19 pandemic impacted the office's ability to close cases. As a result, the Public Defender's Office has faced an increase in pending cases which will be resolved over the next two years.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Public Defender Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	118,431	106,645	106,645	-	106,645	106,645
Total Budgetary Costs	155,431	143,645	143,645	-	143,645	143,645
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Public Defender (110-533-603)	132,211	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	23,220	25,120	25,120	-	25,120	25,120
Total Budget	155,431	143,645	143,645	-	143,645	143,645
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	155,431	143,645	143,645	-	143,645	143,645
Total Revenues	155,431	143,645	143,645	-	143,645	143,645



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Public Defender - Public Defender (110-533-603)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	95,211	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	132,211	118,525	118,525	-	118,525	118,525
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	132,211	118,525	118,525	-	118,525	118,525
Total Revenues	132,211	118,525	118,525	-	118,525	118,525

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Public Defender - Public Defender (110-533-713)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	23,220	25,120	25,120	-	25,120	25,120
Total Budgetary Costs	23,220	25,120	25,120	-	25,120	25,120
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
110 Fine and Forfeiture	23,220	25,120	25,120	-	25,120	25,120
Total Revenues	23,220	25,120	25,120	-	25,120	25,120

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem (001-547-685)

<b>Goal</b>	The mission of the Guardian ad Litem (GAL) 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.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide children with legal representation and advocacy services.</li> <li>2. Preserve children's physical safety and emotional well-being and protect children from further harm.</li> <li>3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment.</li> <li>4. Attend trials, hearings, staffing, and mediations.</li> </ol>
<b>Statutory Responsibilities</b>	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".
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Estimate	FY 2023 Estimate
Number of Leon County Cases. <sup>1</sup>	428	387	395	403
Number of Leon County Children Served. <sup>1</sup>	701	656	669	683
Number of Volunteers. <sup>2</sup>	361	344	375	382

## Notes:

1. The office predicts a 2% increase in the number of cases and children served.
2. Guardian ad Litem is gradually rebounding after experiencing a decrease in volunteer recruitment and inquiries during the COVID-19 pandemic. In FY 2023, Guardian ad Litem will focus on recruitment and training in all 6 counties. The transition of the GAL 30-hour volunteer training to a virtual format will provide increased accessibility.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	14,641	22,873	22,868	-	22,868	22,868
Total Budgetary Costs	14,641	22,873	22,868	-	22,868	22,868
<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
GAL Information Systems (001-547-713)	2,904	2,635	2,630	-	2,630	2,630
Guardian Ad Litem (001-547-685)	11,737	20,238	20,238	-	20,238	20,238
Total Budget	14,641	22,873	22,868	-	22,868	22,868
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	14,641	22,873	22,868	-	22,868	22,868
Total Revenues	14,641	22,873	22,868	-	22,868	22,868

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem - Guardian Ad Litem (001-547-685)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	11,737	20,238	20,238	-	20,238	20,238
Total Budgetary Costs	11,737	20,238	20,238	-	20,238	20,238
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	11,737	20,238	20,238	-	20,238	20,238
Total Revenues	11,737	20,238	20,238	-	20,238	20,238

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem - GAL Information Systems (001-547-713)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	2,904	2,635	2,630	-	2,630	2,630
Total Budgetary Costs	2,904	2,635	2,630	-	2,630	2,630
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	2,904	2,635	2,630	-	2,630	2,630
Total Revenues	2,904	2,635	2,630	-	2,630	2,630

There are no major variances to the program funding.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

**»» Non-Operating  
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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	564,641	672,872	717,122	-	717,122	737,962
Operating	26,339,678	26,547,120	27,421,603	953,435	28,375,038	27,113,066
Capital Outlay	132,315	137,509	150,000	-	150,000	150,000
Grants-in-Aid	8,331,032	5,008,104	5,133,119	60,000	5,193,119	5,344,682
Budgeted Reserves	-	297,879	210,000	-	210,000	212,871
<b>Total Budgetary Costs</b>	<b>35,367,665</b>	<b>32,663,484</b>	<b>33,631,844</b>	<b>1,013,435</b>	<b>34,645,279</b>	<b>33,558,581</b>

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Risk Management	467,693	-	-	-	-	-
Line Item Funding	160,000	100,000	100,000	-	100,000	100,000
Fire Control	11,764,756	10,357,634	10,562,113	-	10,562,113	10,689,047
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,148,984	1,369,688	1,509,839	-	1,509,839	1,516,526
Risk Financing & Workers Comp	4,046,432	4,617,064	4,661,565	753,435	5,415,000	5,459,129
Communications	3,243,220	3,841,912	3,807,263	-	3,807,263	3,878,617
Budgeted Reserves	869,556	297,879	210,000	-	210,000	212,871
Other Non-Operating	10,501,874	8,730,612	9,348,353	260,000	9,608,353	8,098,044
Consolidated Dispatch Agency (CDA)	3,165,150	3,348,695	3,432,711	-	3,432,711	3,604,347
<b>Total Budget</b>	<b>35,367,665</b>	<b>32,663,484</b>	<b>33,631,844</b>	<b>1,013,435</b>	<b>34,645,279</b>	<b>33,558,581</b>

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	4,027,679	848,046	1,088,481	260,000	1,348,481	(468,616)
060 Supervisor of Elections	44,432	44,054	46,815	-	46,815	46,926
106 Transportation Trust	1,919,207	2,192,255	1,945,817	-	1,945,817	2,000,534
110 Fine and Forfeiture	4,672,815	5,162,472	5,339,368	-	5,339,368	5,552,062
111 Probation Services	452,482	669,881	673,980	-	673,980	693,193
114 Family Law Legal Services	11,333	12,900	11,965	-	11,965	11,971
116 Drug Abuse Trust	-	97,609	93,480	-	93,480	98,135
117 Judicial Programs	2,641	3,331	3,416	-	3,416	3,440
120 Building Inspection	495,072	432,446	478,259	-	478,259	492,395
121 Development Support & Environmental Management Fund	635,534	639,364	738,219	-	738,219	759,404
123 Stormwater Utility	559,816	494,011	392,844	-	392,844	404,082
125 Grants	1,844	92,143	92,222	-	92,222	92,244
130 9-1-1 Emergency Communications	63,000	79,000	91,000	-	91,000	94,000
135 Emergency Medical Services MSTU	1,493,097	1,544,016	1,773,681	-	1,773,681	1,824,480
140 Municipal Service	2,380,708	2,505,715	2,695,804	-	2,695,804	2,795,494
145 Fire Services Fee	11,797,756	10,393,964	10,603,967	-	10,603,967	10,731,901
160 Tourism	289,450	252,992	289,601	-	289,601	303,936
164 Special Assessment - Killlearn Lakes Units I and II Sewer	225,676	232,500	232,500	-	232,500	232,500
165 County Government Annex	63,608	87,723	65,702	-	65,702	66,708
166 Huntington Oaks Plaza	22,456	69,857	25,093	-	25,093	25,093
401 Solid Waste	624,827	660,804	718,656	-	718,656	738,807
501 Insurance Service	4,545,370	4,655,255	4,698,326	753,435	5,451,761	5,499,767
502 Communications Trust	1,027,117	1,481,141	1,519,249	-	1,519,249	1,546,676
505 Motor Pool	11,744	12,005	13,399	-	13,399	13,449
<b>Total Revenues</b>	<b>35,367,665</b>	<b>32,663,484</b>	<b>33,631,844</b>	<b>1,013,435</b>	<b>34,645,279</b>	<b>33,558,581</b>

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Other Non-Operating	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

## Line Item Funding Summary

Pursuant to policy, annually during the budget process (by March 31), an agenda is prepared recommending the amount of funding available for specific outside agencies. For FY 2023, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) \$100,000 (Additional Year 4 of 5 year commitment)

## Event Sponsorships

County Tabling at Community Events \$25,000  
 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 the 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  
 Apalachee Regional Planning Council (ARPC) \$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

\*As approved by the Board at the June 14, 2022 meeting, additional funding was appropriated for the following line item categories: Commission on the Status of Women and Girls (\$48,750); MLK Celebration (\$4,500), Frenchtown Soul Santa (\$2,500); and Walker Ford Soul Santa (\$1,500). This funding will be included in the FY 2022 carry forward process.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	160,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	160,000	100,000	100,000	-	100,000	100,000

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Line Item - Human Service Agencies (001-888-569)	160,000	100,000	100,000	-	100,000	100,000
Total Budget	160,000	100,000	100,000	-	100,000	100,000

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	160,000	100,000	100,000	-	100,000	100,000
Total Revenues	160,000	100,000	100,000	-	100,000	100,000

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

## Line Item Funding - Line Item - Human Service Agencies (001-888-569)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	160,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	160,000	100,000	100,000	-	100,000	100,000
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	160,000	100,000	100,000	-	100,000	100,000
Total Revenues	160,000	100,000	100,000	-	100,000	100,000

Line item funding is budgeted at level funding for the fourth payment of a five year agreement with the Kearney Center to allocate \$100,000 annually to assist with capital debt service cost of the homeless shelter facility.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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. In 2021, the City of Tallahassee raised the fire service fee by 15%. The County, in lieu of raising the fire service fee and as part of the Multi-Year Fiscal Plan, will utilize debt service savings to support the increase. At the May 25, 2021 Budget Workshop, the Board authorized an amendment to the Fire Service agreement to conduct a joint fire fee study in FY 2023 to be presented to the Board for consideration during the FY 2024 budget process

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 14,319, or 70%, 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 properties resulting in increased collection of fire assessment fees.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	11,764,756	10,357,634	10,412,113	-	10,412,113	10,539,047
Capital Outlay	-	-	150,000	-	150,000	150,000
Total Budgetary Costs	11,764,756	10,357,634	10,562,113	-	10,562,113	10,689,047

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Fire Services Payment (145-838-522)	11,401,458	9,875,155	10,079,634	-	10,079,634	10,206,568
Volunteer Fire Department (145-843-522)	363,298	482,479	482,479	-	482,479	482,479
Total Budget	11,764,756	10,357,634	10,562,113	-	10,562,113	10,689,047

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
145 Fire Services Fee	11,764,756	10,357,634	10,562,113	-	10,562,113	10,689,047
Total Revenues	11,764,756	10,357,634	10,562,113	-	10,562,113	10,689,047

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Indirect Costs - Building Inspections (120-499-524)	480,000	415,000	458,000	-	458,000	472,000
Indirect Costs - County Government Annex (165-499-519)	24,000	24,000	24,000	-	24,000	25,000
Indirect Costs - Emergency 911 (130-499-525)	63,000	79,000	91,000	-	91,000	94,000
Indirect Costs - EMS (135-499-526)	1,408,000	1,447,000	1,664,000	-	1,664,000	1,714,000
Indirect Costs - Fire Services (145-499-522)	33,000	36,000	41,000	-	41,000	42,000
Indirect Costs - General Fund (001-499-519)	(7,108,316)	(7,562,000)	(7,788,000)	-	(7,788,000)	(8,027,000)
Indirect Costs - Growth Management (121-499-537)	600,000	600,000	690,000	-	690,000	711,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	10,000	10,000	12,000	-	12,000	12,000
Indirect Costs - Insurance Service (501-499-596)	31,000	34,000	36,000	-	36,000	37,000
Indirect Costs - Judicial Programs (117-499-601)	1,000	1,000	1,000	-	1,000	1,000
Indirect Costs - Municipal Services (Animal Control) (140-499-562)	183,000	229,000	252,000	-	252,000	260,000
Indirect Costs - Municipal Services (Parks & Recreation) (140-499-572)	636,000	649,000	746,000	-	746,000	768,000
Indirect Costs - Probation Services (111-499-523)	412,316	630,000	633,000	-	633,000	652,000
Indirect Costs - Solid Waste (401-499-534)	577,000	611,000	670,000	-	670,000	690,000
Indirect Costs - Stormwater Utility (123-499-538)	540,000	471,000	369,000	-	369,000	380,000
Indirect Costs - Teen Court (114-499-662)	10,000	12,000	11,000	-	11,000	11,000
Indirect Costs - Tourism Development (160-499-552)	276,000	238,000	274,000	-	274,000	288,000
Indirect Costs - Transportation Trust (106-499-541)	1,824,000	2,076,000	1,816,000	-	1,816,000	1,870,000
Total Budget	-	-	-	-	-	-

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	(7,108,316)	(7,562,000)	(7,788,000)	-	(7,788,000)	(8,027,000)
106 Transportation Trust	1,824,000	2,076,000	1,816,000	-	1,816,000	1,870,000
111 Probation Services	412,316	630,000	633,000	-	633,000	652,000
114 Family Law Legal Services	10,000	12,000	11,000	-	11,000	11,000
117 Judicial Programs	1,000	1,000	1,000	-	1,000	1,000
120 Building Inspection	480,000	415,000	458,000	-	458,000	472,000
121 Development Support & Environmental Mana	600,000	600,000	690,000	-	690,000	711,000
123 Stormwater Utility	540,000	471,000	369,000	-	369,000	380,000
130 9-1-1 Emergency Communications	63,000	79,000	91,000	-	91,000	94,000
135 Emergency Medical Services MSTU	1,408,000	1,447,000	1,664,000	-	1,664,000	1,714,000
140 Municipal Service	819,000	878,000	998,000	-	998,000	1,028,000
145 Fire Services Fee	33,000	36,000	41,000	-	41,000	42,000
160 Tourism	276,000	238,000	274,000	-	274,000	288,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	10,000	10,000	12,000	-	12,000	12,000
401 Solid Waste	577,000	611,000	670,000	-	670,000	690,000
501 Insurance Service	31,000	34,000	36,000	-	36,000	37,000
Total Revenues	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	1,148,984	1,369,688	1,509,839	-	1,509,839	1,516,526
Total Budgetary Costs	1,148,984	1,369,688	1,509,839	-	1,509,839	1,516,526

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Building Inspection (120-495-524)	11,362	13,156	13,794	-	13,794	13,930
County Government Annex - Risk (165-495-519)	39,608	36,349	41,702	-	41,702	41,708
EMS - Risk (135-495-526)	67,722	76,376	88,926	-	88,926	89,725
Fine & Forfeiture - Risk (110-495-689)	248,127	430,793	481,964	-	481,964	483,095
Fleet Maintenance - Risk (505-495-591)	9,429	9,655	10,549	-	10,549	10,599
General Fund - Risk (001-495-519)	542,580	547,335	599,171	-	599,171	601,790
Grants - Risk (125-495-595)	1,844	2,143	2,222	-	2,222	2,244
Growth Management - Risk (121-495-537)	16,689	19,099	19,779	-	19,779	19,964
Huntington Oaks - Risk (166-495-519)	12,456	11,396	13,093	-	13,093	13,093
Insurance Service - Risk (501-495-596)	-	536	556	-	556	562
Judicial Programs - Risk (117-495-569)	1,641	2,331	2,416	-	2,416	2,440
Municipal Services - Risk (140-495-572)	35,345	36,457	39,585	-	39,585	39,791
Probation Services - Risk (111-495-523)	25,076	22,931	23,890	-	23,890	24,103
Solid Waste - Risk (401-495-534)	20,057	21,434	23,606	-	23,606	23,757
Stormwater Utility - Risk (123-495-538)	19,736	22,941	23,774	-	23,774	24,012
Supervisor of Elections - Risk (060-495-513)	16,677	26,819	29,605	-	29,605	29,716
Teen Court - Risk (114-495-662)	1,333	900	965	-	965	971
Tourism - Risk (160-495-552)	5,485	6,432	6,666	-	6,666	6,733
Transportation Trust - Risk (106-495-541)	73,817	82,275	86,722	-	86,722	87,439
VFD Fire Services - Risk (145-495-552)	-	330	854	-	854	854
Total Budget	1,148,984	1,369,688	1,509,839	-	1,509,839	1,516,526

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	542,580	547,335	599,171	-	599,171	601,790
060 Supervisor of Elections	16,677	26,819	29,605	-	29,605	29,716
106 Transportation Trust	73,817	82,275	86,722	-	86,722	87,439
110 Fine and Forfeiture	248,127	430,793	481,964	-	481,964	483,095
111 Probation Services	25,076	22,931	23,890	-	23,890	24,103
114 Family Law Legal Services	1,333	900	965	-	965	971
117 Judicial Programs	1,641	2,331	2,416	-	2,416	2,440
120 Building Inspection	11,362	13,156	13,794	-	13,794	13,930
121 Development Support & Environmental Mana	16,689	19,099	19,779	-	19,779	19,964
123 Stormwater Utility	19,736	22,941	23,774	-	23,774	24,012
125 Grants	1,844	2,143	2,222	-	2,222	2,244
135 Emergency Medical Services MSTU	67,722	76,376	88,926	-	88,926	89,725
140 Municipal Service	35,345	36,457	39,585	-	39,585	39,791
145 Fire Services Fee	-	330	854	-	854	854
160 Tourism	5,485	6,432	6,666	-	6,666	6,733
165 County Government Annex	39,608	36,349	41,702	-	41,702	41,708
166 Huntington Oaks Plaza	12,456	11,396	13,093	-	13,093	13,093
401 Solid Waste	20,057	21,434	23,606	-	23,606	23,757
501 Insurance Service	-	536	556	-	556	562
505 Motor Pool	9,429	9,655	10,549	-	10,549	10,599
Total Revenues	1,148,984	1,369,688	1,509,839	-	1,509,839	1,516,526

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

**Workers' Comp Risk Management (501-821-596)**

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	4,006,737	4,617,064	4,661,565	753,435	5,415,000	5,459,129
Capital Outlay	39,695	-	-	-	-	-
Total Budgetary Costs	4,046,432	4,617,064	4,661,565	753,435	5,415,000	5,459,129
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
501 Insurance Service	4,046,432	4,617,064	4,661,565	753,435	5,415,000	5,459,129
Total Revenues	4,046,432	4,617,064	4,661,565	753,435	5,415,000	5,459,129

The major variances for the FY 2023 budget are as follows:

Increases to Program Funding:

1. Payments from Departments increased by \$753,435 to properly fund the County's liability for the self insurance of workers' compensation claims. These costs include Leon County Government and all the Constitutional offices except for the Supervisor of Elections office. The Supervisor of Elections provides workers compensation directly to their employees through their allocated budget.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 increase is related to phone system including repair and maintenance.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	3,150,600	3,704,403	3,807,263	-	3,807,263	3,878,617
Capital Outlay	92,620	137,509	-	-	-	-
Total Budgetary Costs	3,243,220	3,841,912	3,807,263	-	3,807,263	3,878,617

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Communications Trust (502-900-590)	1,027,117	1,481,141	1,519,249	-	1,519,249	1,546,676
MIS Automation - Animal Control (140-470-562)	3,745	3,860	3,935	-	3,935	3,935
MIS Automation - Building Inspection (120-470-524)	3,710	4,290	6,465	-	6,465	6,465
MIS Automation - EMS Fund (135-470-526)	17,375	20,640	20,755	-	20,755	20,755
MIS Automation - General Fund (001-470-519)	305,320	325,200	329,165	-	329,165	329,165
MIS Automation - Growth Management (121-470-537)	18,845	20,265	28,440	-	28,440	28,440
MIS Automation - Motor Pool Fund (505-470-519)	2,315	2,350	2,850	-	2,850	2,850
MIS Automation - Parks and Recreation (140-470-572)	18,285	19,130	19,365	-	19,365	19,365
MIS Automation - Probation Services (111-470-523)	15,090	16,950	17,090	-	17,090	17,090
MIS Automation - Public Defender (110-470-603)	50,960	56,465	56,990	-	56,990	56,990
MIS Automation - Solid Waste Fund (401-470-534)	27,770	28,370	25,050	-	25,050	25,050
MIS Automation - State Attorney (110-470-602)	31,900	36,610	36,795	-	36,795	36,795
MIS Automation - Stormwater (123-470-538)	80	70	70	-	70	70
MIS Automation - Tourism (160-470-552)	7,965	8,560	8,935	-	8,935	9,203
MIS Automation - Transportation Trust (106-470-541)	21,390	23,980	33,095	-	33,095	33,095
MIS Automation-Risk Fund (501-470-513)	245	205	205	-	205	205
MIS Automation-SOE (060-470-513)	27,755	17,235	17,210	-	17,210	17,210
Radio Communication Systems (800 MHZ) (001-529-519)	1,663,353	1,776,591	1,681,599	-	1,681,599	1,725,258
Total Budget	3,243,220	3,841,912	3,807,263	-	3,807,263	3,878,617

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	1,968,673	2,101,791	2,010,764	-	2,010,764	2,054,423
060 Supervisor of Elections	27,755	17,235	17,210	-	17,210	17,210
106 Transportation Trust	21,390	23,980	33,095	-	33,095	33,095
110 Fine and Forfeiture	82,860	93,075	93,785	-	93,785	93,785
111 Probation Services	15,090	16,950	17,090	-	17,090	17,090
120 Building Inspection	3,710	4,290	6,465	-	6,465	6,465
121 Development Support & Environmental Mana	18,845	20,265	28,440	-	28,440	28,440
123 Stormwater Utility	80	70	70	-	70	70
135 Emergency Medical Services MSTU	17,375	20,640	20,755	-	20,755	20,755
140 Municipal Service	22,030	22,990	23,300	-	23,300	23,300
160 Tourism	7,965	8,560	8,935	-	8,935	9,203
401 Solid Waste	27,770	28,370	25,050	-	25,050	25,050
501 Insurance Service	245	205	205	-	205	205
502 Communications Trust	1,027,117	1,481,141	1,519,249	-	1,519,249	1,546,676
505 Motor Pool	2,315	2,350	2,850	-	2,850	2,850
Total Revenues	3,243,220	3,841,912	3,807,263	-	3,807,263	3,878,617

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Grants-in-Aid	869,556	-	-	-	-	-
Budgeted Reserves	-	297,879	210,000	-	210,000	212,871
Total Budgetary Costs	869,556	297,879	210,000	-	210,000	212,871

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Budgeted Reserves - BOA Building (Operating) (165-990-599)	-	27,374	-	-	-	-
Budgeted Reserves - Drug Court (116-990-599)	-	8,594	-	-	-	-
Budgeted Reserves - General Fund (001-990-599)	869,556	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Huntington Oaks (166-990-599)	-	48,461	-	-	-	-
Budgeted Reserves - Insurance Service (501-990-599)	-	3,450	-	-	-	-
Budgeted Reserves - Transport. Trust (106-990-599)	-	10,000	10,000	-	10,000	10,000
Total Budget	869,556	297,879	210,000	-	210,000	210,000

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	869,556	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	10,000	10,000	-	10,000	10,000
116 Drug Abuse Trust	-	8,594	-	-	-	-
165 County Government Annex	-	27,374	-	-	-	-
166 Huntington Oaks Plaza	-	48,461	-	-	-	-
501 Insurance Service	-	3,450	-	-	-	-
Total Revenues	869,556	297,879	210,000	-	210,000	210,000



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budgeted Reserves

Organizational Code / Account	FY 2021 Actual	FY 2022 Adopted	FY 2023 Tentative	FY 2024 Projected
<b>001-990-599 Budgeted Reserves - General Fund</b>				
586002 Catastrophe Reserves	869,556	-	-	-
59900 Budgeted Contingency	-	200,000	200,000	200,000
001-990-599 Totals	869,556	200,000	200,000	200,000
<b>106-990-599 Budgeted Reserves - Transport. Trust</b>				
59900 Budgeted Contingency	-	10,000	10,000	10,000
106-990-599 Totals	-	10,000	10,000	10,000
<b>116-990-599 Budgeted Reserves - Drug Court</b>				
59930 Reserve For Article V	-	8,594	-	-
116-990-599 Totals	-	8,594	-	-
<b>165-990-599 Budgeted Reserves - BOA Building (Operating)</b>				
59900 Budgeted Contingency	-	27,374	-	-
165-990-599 Totals	-	27,374	-	-
<b>166-990-599 Budgeted Reserves - Huntington Oaks</b>				
59902 Reserve For Future Projects	-	48,461	-	-
166-990-599 Totals	-	48,461	-	-
<b>501-990-599 Budgeted Reserves - Insurance Service</b>				
59926 Reserve For Future Liability	-	3,450	-	-
501-990-599 Totals	-	3,450	-	-
Budgeted Reserves Totals	869,556	297,879	210,000	210,000

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budgeted Capital Reserves

**Budgeted Capital Reserves Summary**

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Budgeted Reserves	-	31,255	-	-	-	-
Total Budgetary Costs	-	31,255	-	-	-	-

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
911 Capital Projects (330-990-599)	-	31,255	-	-	-	-
Total Budget	-	31,255	-	-	-	-

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
330 9-1-1 Capital Projects	-	31,255	-	-	-	-
Total Revenues	-	31,255	-	-	-	-

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 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. The County's Summer Youth Training Program is administered through CareerSource Capital Region's (CSCR) Dynamic Futures Program, which is federally funded. Approximately 40 of the County's 63 Summer Youth positions are funded by CSCR. For FY 2023, \$40,731 is allocated for the program.

##### Real Time Crime Center Project

This funding is for the development of a joint and centralized criminal intelligence information sharing center in partnership with the County, City of Tallahassee, and Florida State University. The estimated cost for the renovation and associated expenses to develop the RTCC is \$2.5 million and will be split evenly between the three entities over three years for a total of approximately \$277,777 per year.

##### Other Non-Operating Expenses

For FY 2023, values in the Downtown and Frenchtown Districts increased CRA payments by \$542,534.

##### 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. 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, thereby increasing the County's share of the annual cost for juvenile detention. Subsequent year actions by the agency addressed this backlog. Since this increase, the program saw a decline in payments in FY 2021, with the subsequent increases being moderate. FY 2023 payments increased in the amount of \$40,999.

##### 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 2021, due to the decrease in revenue and consistent increase in the general revenue subsidy, this budget was moved to the general fund. At the May 25, 2021 workshop, staff received direction to begin negotiations with Motorola for replacement of the County 800 MHZ radios in conjunction with the City of Tallahassee. The replacement was accomplished one year earlier than the planned FY 2023 replacement due to Motorola offering favorable terms which delayed any payments until FY 2023. Payments for the financing of the radios are made from a debt service fund.

##### Killearn Lakes Units I and II Sewer Services

This expenditure is a payment to the City of Tallahassee for the maintenance 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 2023, this funding amount remains level.

##### Blueprint

Blueprint personnel costs for the Legal Assistant, Director of Office of Economic Vitality, and Business Development Manager and Director of PLACE are budgeted by the County on an annual basis due to these employees opting for County benefits. The costs are reimbursed from Blueprint with the exception of the Director of PLACE position which is reimbursed 50% from Blueprint and 50% from Planning. The County shares the funding of Minority, Woman and Small Business Enterprise (MWSBE) with the City, County and Blueprint providing 1/3 of the funding for this program. The Office of Economic Vitality is now fully funded from the 2020 Sales Tax Extension and no longer split funded between the City and the County.

##### Payment to the City of Tallahassee for Parks & Recreation

In 2005, the County and the City entered into a 15-year agreement with automatic 5 year renewals to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY 2023, this payment will increase \$66,651 based on the inter-local agreement.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	564,641	672,872	717,122	-	717,122	737,962
Operating	5,800,907	6,498,331	7,030,823	200,000	7,230,823	5,719,747
Grants-in-Aid	4,136,326	1,559,409	1,600,408	60,000	1,660,408	1,640,335
Total Budgetary Costs	10,501,874	8,730,612	9,348,353	260,000	9,608,353	8,098,044

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Blueprint (001-403-515)	564,641	587,316	631,566	-	631,566	652,406
CRA-Payment (001-972-559)	3,377,143	3,511,976	4,054,510	-	4,054,510	2,662,175
Drug Abuse (116-800-562)	-	89,015	93,480	-	93,480	98,135
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,176,678	1,289,909	1,330,908	-	1,330,908	1,370,835
Non-Operating General Fund (001-820-519)	3,511,700	1,320,897	1,239,739	260,000	1,499,739	1,246,859
Payment to City- Parks & Recreation (140-838-572)	1,504,333	1,568,268	1,634,919	-	1,634,919	1,704,403
PLACE - Economic Development (001-114-512)	141,508	-	-	-	-	-
Sewer Services Killlearn Lakes Units I and II (164-838-535)	225,676	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	195	40,731	40,731	-	40,731	40,731
Total Budget	10,501,874	8,730,612	9,348,353	260,000	9,608,353	8,098,044

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	7,595,187	5,460,920	5,966,546	260,000	6,226,546	4,602,171
110 Fine and Forfeiture	1,176,678	1,289,909	1,330,908	-	1,330,908	1,370,835
116 Drug Abuse Trust	-	89,015	93,480	-	93,480	98,135
125 Grants	-	90,000	90,000	-	90,000	90,000
140 Municipal Service	1,504,333	1,568,268	1,634,919	-	1,634,919	1,704,403
164 Special Assessment - Killlearn Lakes Units I an	225,676	232,500	232,500	-	232,500	232,500
Total Revenues	10,501,874	8,730,612	9,348,353	260,000	9,608,353	8,098,044

<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Blueprint	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

## Other Non-Operating - Blueprint (001-403-515)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	564,641	587,316	631,566	-	631,566	652,406
Total Budgetary Costs	564,641	587,316	631,566	-	631,566	652,406
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	564,641	587,316	631,566	-	631,566	652,406
Total Revenues	564,641	587,316	631,566	-	631,566	652,406
<b>Staffing Summary</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Dir. of Office Economic Vitality	1.00	1.00	1.00	-	1.00	1.00
BluePrint R-O-W 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
Business Dev Mnger, AppScience	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50

Budget was established for employees opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 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. The County shares 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 2023 Blueprint 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 budgeted at 6%, increase in workers' compensation costs, and funding for 5% raises for all employees.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

## Other Non-Operating - Non-Operating General Fund (001-820-519)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Personnel Services	-	50,000	50,000	-	50,000	50,000
Operating	919,212	1,233,897	1,152,739	200,000	1,352,739	1,159,859
Grants-in-Aid	2,592,488	37,000	37,000	60,000	97,000	37,000
Total Budgetary Costs	3,511,700	1,320,897	1,239,739	260,000	1,499,739	1,246,859
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	3,511,700	1,320,897	1,239,739	260,000	1,499,739	1,246,859
Total Revenues	3,511,700	1,320,897	1,239,739	260,000	1,499,739	1,246,859

The major variances for the FY 2023 budget are as follows:

## Increases to Program Funding:

1. As approved by the Board at the March 22, 2022 Leon County Detention Facility Population Management Workshop, the budget includes \$200,000 to identify additional strategies to further mitigate the need for additional space, and the evaluation of future space needs that may be necessary for the Leon County Detention Facility.
2. As approved by the Board at the June 14, 2022 Workshop, the budget includes \$60,000 for the Florida Civil Rights Museum, Inc. to develop a virtual museum showcasing Leon County's civil rights leaders and educational pioneers. This funding will support approximately six month of expenses.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Non-Operating

## Other Non-Operating - CRA-Payment (001-972-559)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Operating	3,377,143	3,511,976	4,054,510	-	4,054,510	2,662,175
Total Budgetary Costs	3,377,143	3,511,976	4,054,510	-	4,054,510	2,662,175
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
001 General Fund	3,377,143	3,511,976	4,054,510	-	4,054,510	2,662,175
Total Revenues	3,377,143	3,511,976	4,054,510	-	4,054,510	2,662,175

For FY 2023, values in the Downtown and Frenchtown Districts have increased the CRA payments by \$542,534.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Debt Service Index

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET


**Debt Service Schedule**

Description	Purpose	Pledge/Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY22/23 Principal Payment	FY22/23 Interest Payment	Remaining Principal	Final Maturity Date
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	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.	\$15,851,000	\$9,412,000	\$399,929	\$3,073,000	\$198,593	\$6,339,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		\$1,298,120	\$818,643	\$26,073	\$244,527	\$13,162	\$574,116	2026
Series 2021	The Bond Series 2021 is for the purchase of the Supervisor of Elections building accordance with the Board's Real Estate Policy. The property was purchased for \$5.4 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.		\$5,400,000	\$5,130,000	\$823,898	\$325,000	\$94,905	\$4,805,000	2036
ESCO Lease	Through this program the County financed \$16.5M to pay for energy savings projects. All \$16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and \$650,000 in general revenue annually.		\$16,500,000	\$15,580,000	\$2,480,838	\$990,000	\$265,647	\$14,590,000	2036
Series 226	The Bond Series 226 is for the replacement of the County's 800 MHz radios. This is due to very favorable interest terms in the market and proposed financing that defers the first-year payment until FY 2023, and the planned use of EMS and Volunteer Fire special revenue fund balances.		\$3,400,000	\$3,400,000	\$179,590	\$465,000	\$45,688	\$2,935,000	2029
<b>TOTAL</b>			<b>\$42,449,120</b>	<b>\$34,340,643</b>	<b>\$3,910,327</b>	<b>\$5,097,527</b>	<b>\$617,995</b>	<b>\$29,243,116</b>	

Note: 1. Payments reflect only Principal and Interest and do not include bank fees.

2. City provided half of the annual payment of debt service to the County through an Interlocal Agreement.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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 2036.

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 savings over 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 savings of \$489,076 over the life of the loan. FY 2020, Bond Series 2012A and 2012B reached maturity and were paid off at year end resulting in a reduced debt service for FY 2021.

In FY 2020, debt was issued to finance the purchase of a new helicopter for Law Enforcement which is split equally between the City and the County. Subsequently, to take advantage of historically low interest rates and to avoid large variances to the capital budget, additional debt service was financed for Building Energy Savings improvements, the Supervisor of Elections Voting Operations Center, and the replacement of the County's 800 MHz radios for the Sheriff's Office, EMS, Animal Control, and the Volunteer Fire Department.

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190
Total Budgetary Costs	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190
Total Budget	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
222 2017 Capital Improvement Revenue Refinancing	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
223 Bond Series 2020-Capital Equipment Financing	240,307	257,731	257,689	-	257,689	257,645
224 Supervisor of Elections Building	-	354,083	419,905	-	419,905	418,893
225 ESCO Lease	221,617	1,202,464	1,255,647	-	1,255,647	1,258,037
226 800 MHz Radios	-	-	510,688	-	510,688	512,862
Total Revenues	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## » Debt Service

## Debt Service Summary

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190
Total Budgetary Costs	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

<b>Appropriations</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
2014 Debt Series (222-979-582)	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
800 MHz Radios (226-949-582)	-	-	510,688	-	510,688	512,862
Bond Series 2020 (223-000-000)	(21,450)	-	-	-	-	-
Bond Series 2020 (223-979-582)	261,757	257,731	257,689	-	257,689	257,645
Bond Series 2021 (224-979-582)	-	354,083	419,905	-	419,905	418,893
ESCO Lease (225-000-000)	21,450	-	-	-	-	-
ESCO Lease (225-977-582)	200,167	1,202,464	1,255,647	-	1,255,647	1,258,037
Total Budget	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
222 2017 Capital Improvement Revenue Refinanci	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
223 Bond Series 2020-Capital Equipment Financin	240,307	257,731	257,689	-	257,689	257,645
224 Supervisor of Elections Building	-	354,083	419,905	-	419,905	418,893
225 ESCO Lease	221,617	1,202,464	1,255,647	-	1,255,647	1,258,037
226 800 MHz Radios	-	-	510,688	-	510,688	512,862
Total Revenues	3,730,105	5,084,340	5,715,522	-	5,715,522	5,717,190

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - 2014 Debt Series (222-979-582)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
Total Budgetary Costs	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
222 2017 Capital Improvement Revenue	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753
Refinancing						
Total Revenues	3,268,180	3,270,062	3,271,593	-	3,271,593	3,269,753

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional savings of \$489,076 over the life of the loan.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - Bond Series 2020 (223-979-582)

<b>Budgetary Costs</b>		<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service		261,757	257,731	257,689	-	257,689	257,645
	Total Budgetary Costs	261,757	257,731	257,689	-	257,689	257,645
<b>Funding Sources</b>		<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
223 Bond Series 2020-Capital Equipment Financing		261,757	257,731	257,689	-	257,689	257,645
	Total Revenues	261,757	257,731	257,689	-	257,689	257,645

As part of the FY 2020 budget, the Board approved funding for the purchase of a helicopter to replace a 50-year-old outdated helicopter utilized at the Leon County Sheriff's office. The net cost of the helicopter and related law enforcement outfitting was \$1,641,665 million, which will be split evenly between Leon County and the City of Tallahassee at \$130,000 per year for seven years. The purchase will be in the form of a seven-year equipment lease. This loan will reach its maturity in FY 2026.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - Bond Series 2021 (224-979-582)

<b>Budgetary Costs</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Debt Service		-	354,083	419,905	-	419,905	418,893
	Total Budgetary Costs	-	354,083	419,905	-	419,905	418,893
<b>Funding Sources</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
224 Supervisor of Elections Building		-	354,083	419,905	-	419,905	418,893
	Total Revenues	-	354,083	419,905	-	419,905	418,893

At the December 8, 2020 meeting, the Board authorized the County Administrator to negotiate for the purchase of the property housing the Voting Operations Center in accordance with the Board's Real Estate Policy and solicit bids through the County's Financial Advisor to finance the acquisition of the property and roof replacement. The property was purchased for \$3.5 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - ESCO Lease (225-977-582)

<b>Budgetary Costs</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
Debt Service	200,167	1,202,464	1,255,647	-	1,255,647	1,258,037
Total Budgetary Costs	200,167	1,202,464	1,255,647	-	1,255,647	1,258,037
<b>Funding Sources</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Continuation</b>	<b>FY 2023 Issues</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
225 ESCO Lease	200,167	1,202,464	1,255,647	-	1,255,647	1,258,037
Total Revenues	200,167	1,202,464	1,255,647	-	1,255,647	1,258,037

Through this program the County financed \$16.5M to pay for energy savings projects. All \$16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and \$650,000 in general revenue annually.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - Bond Series 226 (226-949-582)

<b>Budgetary Costs</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Debt Service		-	-	510,688	-	510,688	512,862
	Total Budgetary Costs	-	-	510,688	-	510,688	512,862
<b>Funding Sources</b>		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
226 800 MHz Radios		-	-	510,688	-	510,688	512,862
	Total Revenues	-	-	510,688	-	510,688	512,862

At the November 9, 2021 meeting, the Board approved the financing of this bank loan for the replacement of the County's 800 MHZ radios for the Leon County Sheriff's Office, Emergency Medical Services (EMS), Animal Control and the Volunteer Fire Departments. The bank loan for the financing of the radios was done while interest rates were historically low.



## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

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# LEON COUNTY FISCAL YEAR 2023 - 2027 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 2023 to FY 2027.

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# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

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## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

**»» Capital Improvement Program Overview**

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## LEON COUNTY FISCAL YEAR 2023 – 2027 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 five years and costs at least \$20,000.

### 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 "outyears" or "planned years") are not authorized until the annual budget for those years is legally adopted. The outyears 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 2023 – 2027 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 2023-2027 capital improvement program.
- **Capital Projects by Managing Division:** Summary table of all capital improvement projects organized by managing division.
- **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 2023 to FY 2027. 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 2021, FY 2022 adjusted budget and FY 2022 year-to-date expenditures, FY 2023 budget, FY 2023 – FY 2027 planned budget, FY 2023 – FY 2027 total, total project cost, and estimates of any anticipated impacts on the operating budget.

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Improvement Program Analysis

### FY 2023 through FY 2027 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2014 through FY 2023. The total FY 2023 capital budget is **\$22,558,022**. This is a 1.30% increase from the adopted FY 2022 capital budget of \$22,267,694.

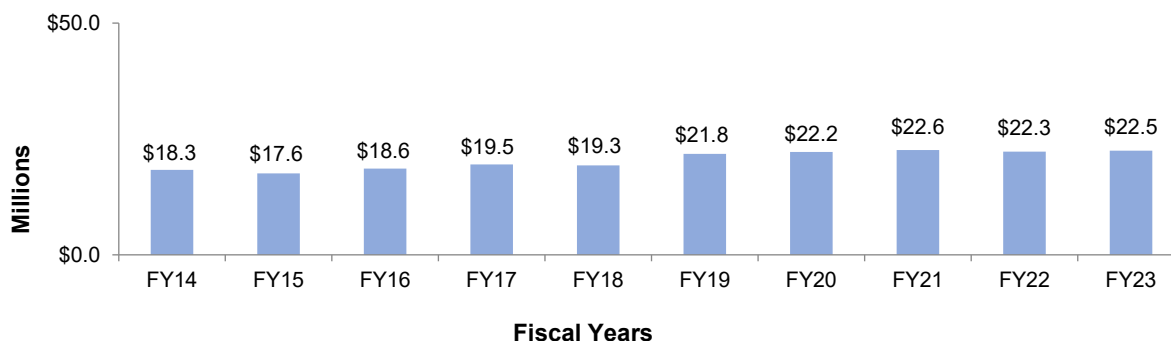
The FY 2023 – FY 2027 Capital Improvement Plan is primarily focused on maintaining the County’s infrastructure of buildings, including over 2.3 million square feet of County facilities, 3,685 acres of greenways and parks, as well as roadway resurfacing and stormwater drainage maintenance.

The capital projects planned for FY 2023 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, the County 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 (Sheriff Facilities, Courthouse and Annex, Main Library, and Public Works Building) that are operating with equipment near or at their end-of-life use.

The overall capital project increase for FY 2023 is \$290,328. In addition to overall inflation and the rising costs of construction materials and supplies, increased costs are attributed to funding: facility maintenance; statutory records retention; enhanced technology for the courts, and improvements to stormwater and park facilities. The Board approved ARPA plan allocated \$6.16 million in funding to support the FY 2023 capital program. Without the availability of the ARPA funding in FY 2023, capital projects would have again been recommended for elimination or deferral. To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$5.84 million in planned ARPA funding was appropriated in FY 2022. This funding was advanced to support the purchase of County vehicles and heavy equipment, Detention Facility improvements, and the Essential Library Initiative. In addition, \$2,320,000 of EMS fund balance was advanced to support the purchase of new and replacement ambulances, and \$1,081,000 of Transportation Trust fund balance was advanced to support the purchase of Public Works vehicles and heavy equipment.

The following illustrates the Capital Improvement Program funding levels since FY 2014 demonstrating a steady and conservative investment in the County’s capital infrastructure and assets. This consistent level of funding reflects a commitment to a proactive preventative maintenance program, investing in sustainable resources and design, maintaining the County’s standard level of service and identifying cost avoidances and savings where possible. Since 2013, the County has saved or avoided costs totaling more than \$62.8 million. Of those costs, approximately \$51.5 million of savings were in capital expenditures.

**Chart 25.1 FY 2014 – FY 2023 Capital Funding**





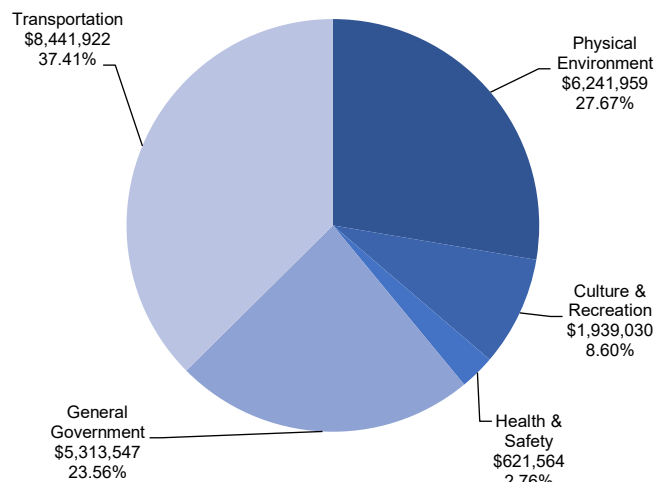
## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Improvement Program Analysis

**Service Types**

Chart 25.2 illustrates the service types of the projects in the FY 2023 capital budget. Chart 25.3 shows the service types of the projects in the FY 2023 – FY 2027 Capital Improvement Program. The Capital Improvement Program continues to allocate the majority of funds on transportation projects. Budgeted reserves are not reflected below.

**Chart 25.2**  
FY 2023 Service Types



**Chart 25.3**  
FY 2023 – FY 2027 Service Types

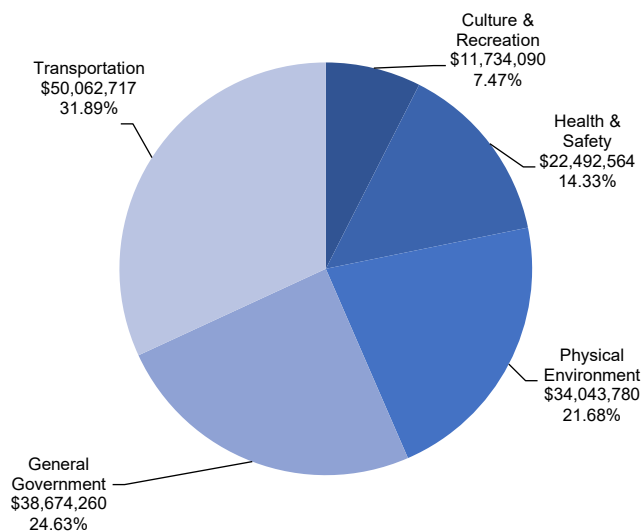
**Project Funding Sources**

Table 25.1 shows the project funding sources for the FY 2023 capital budget and the FY 2023 – FY 2027 capital improvement program. Capital Improvements (Fund 305) and Sales Tax Extension 2020 (Fund 351) are the primary sources of funding for the FY 2023 capital budget, with \$8,644,024 (38.32%) and \$5,211,700 (23.10%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2023 – FY 2027, totaling \$70,458,374 (44.88%). The table does not reflect budgeted reserves.

**Table 25.1 FY 2023 – FY 2027 Project Funding Sources**

Funding Source	FY 2023 Planned	%	FY 2023 – FY 2027 Program	%
Capital Improvements (Fund 305)	\$8,644,024	38.32%	\$70,458,374	44.88%
Sales Tax Extension 2020 (Fund 351)	\$5,211,700	23.10%	\$27,665,161	17.62%
Sales Tax Extension 2020 JPA (Fund 352)	\$4,413,160	19.56%	\$22,386,710	14.26%
Transportation Improvements (Fund 306)	\$2,843,222	12.60%	\$20,023,556	12.75%
Solid Waste (Fund 401)	\$907,352	4.02%	\$5,676,760	3.62%
EMS MSTU (Fund 135)	\$183,000	0.81%	\$9,408,000	5.99%
Bank of America (Fund 165)	\$150,000	0.66%	\$600,000	0.38%
Building Inspection (Fund 120)	\$80,000	0.35%	\$416,324	0.27%
Huntington Oaks Plaza (Fund 166)	\$77,000	0.34%	\$124,800	0.08%
Sales Tax (Fund 308)	\$48,564	0.24%	\$247,726	0.15%
<b>Total</b>	<b>\$22,558,022</b>	<b>100%</b>	<b>\$157,007,411</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2023 – 2027 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 infrastructure projects, Blueprint 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 Joint Participation Agreement (BP 2020 JPA) revenue supports other County infrastructure projects funded through the County share of the revenue.

The BP 2020 JPA revenue, accounted for in Fund 352, will be used for water quality and stormwater and sidewalks. The County's share of the dedicated water quality funding from the future JPA 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. The 2% for L.I.F.E. is allocated for Miccosukee Sense of Place, rural road stabilization, street lighting, boat landing enhancements, and recreational amenities. 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.

### New Capital Projects

Table 25.2 indicates new projects for the FY 2023 capital budget and the FY 2023 – FY 2027 capital improvement program. Four projects totaling \$358,740 will be funded in FY 2023. For the five-year period, a total of \$1,251,214 is budgeted for the new projects.

**Table 25.2 FY 2023 – FY 2027 New and Revised Projects**

New and Revised Projects	FY 2023 Planned	%	FY 2023 – FY 2027 Program	%
New Emergency Medical Services Vehicle & Equipment	55,000	15.33%	55,000	4.40%
New Public Works Vehicles & Equipment	101,340	28.25%	164,180	13.12%
Technology in Chambers	122,400	34.12%	615,710	49.21%
Building Inspection Technology	80,000	22.30%	416,324	33.27%
<b>Total</b>	<b>\$358,740</b>	<b>100%</b>	<b>\$1,251,214</b>	<b>100%</b>

### Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2023 capital budget and FY 2023 – FY 2027 capital improvement program. The listed divisions manage a total of 94 projects, but only 63 projects will receive additional funding in the FY 2023 Capital Improvement Program; the remainder is funded through the carryforward process or will receive funding in the outyears. Budgeted reserves and carryforward projects are not reflected below.

**Table 25.3 FY 2023 – FY 2027 Managing Divisions**

Managing Division	# of Projects	FY 2023 Planned	%	FY 2023 – FY 20267 Program	%
Engineering Services	29	\$10,268,474	45.52%	\$63,781,396	40.62%
Facilities Management	14	\$3,343,250	14.82%	\$20,162,480	12.84%
Fleet Management	12	\$1,011,840	4.49%	\$28,271,580	18.01%
Management Information Services	20	\$3,243,274	14.38%	\$20,664,780	13.16%
Parks and Recreation	9	\$1,621,000	7.19%	\$9,376,000	5.97%
Public Works	5	\$2,881,832	12.78%	\$13,429,415	8.55%
Solid Waste	4	\$150,852	0.67%	\$1,284,260	0.82%
Miscellaneous	1	\$37,500	0.17%	\$37,500	0.02%
<b>Total</b>	<b>94</b>	<b>\$22,558,022</b>	<b>100%</b>	<b>\$157,007,411</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Projects by Managing Division

Project	Project #	*FY 2022 Adj Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY23 - FY27 Total
<b>ENGINEERING SERVICES</b>								
Architectural & Engineering Services	086011	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$0	\$240,000
Arterial/Collector and Local Road Resurfacing	056001	\$7,268,746	\$4,348,568	\$5,007,741	\$5,062,865	\$5,227,428	\$0	\$19,646,602
Baum Road Drainage Improvements	054011	\$1,103,005	\$0	\$0	\$0	\$0	\$0	\$0
Belair-Annawood Septic to Sewer	062007	\$2,495,716	\$0	\$0	\$0	\$0	\$0	\$0
Community Safety & Mobility	056005	\$794,256	\$0	\$50,000	\$0	\$100,000	\$5,398,644	\$5,548,644
Comprehensive Wastewater Treatment Project	062006	\$464,421	\$0	\$0	\$0	\$0	\$0	\$0
DOT Old Bainbridge Rd. @ CC NW	053011	\$125,519	\$701,500	\$0	\$0	\$0	\$0	\$701,500
Fords Arm - Lexington Pond Retrofit	063005	\$445,173	\$0	\$200,000	\$600,000	\$0	\$100,000	\$900,000
Intersection and Safety Improvements	057001	\$4,438,371	\$0	\$200,000	\$250,000	\$250,000	\$2,797,693	\$3,497,693
Killearn Acres Flood Mitigation	064001	\$480,277	\$0	\$0	\$0	\$0	\$250,000	\$250,000
L.I.F.E. Fire Safety Infrastructure	091006	\$0	\$0	\$0	\$0	\$125,000	\$0	\$125,000
L.I.F.E. Miccosukee Sense of Place	091004	\$616,382	\$338,053	\$259,320	\$361,061	\$349,300	\$0	\$1,307,734
L.I.F.E. Rural Road Safety Stabilization	091003	\$283,670	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$400,000
L.I.F.E. Stormwater and Flood Relief	091009	\$0	\$290,107	\$275,000	\$205,369	\$125,000	\$0	\$895,476
L.I.F.E. Street Lighting	091005	\$285,447	\$125,000	\$125,000	\$125,000	\$125,000	\$0	\$500,000
Lake Henrietta Renovation	061001	\$240,000	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Magnolia Drive Multi-Use Trail	055010	\$3,504,604	\$0	\$0	\$0	\$0	\$0	\$0
Maylor Road Accessibility / Stormwater Improvements	065005	\$2,329,939	\$0	\$0	\$0	\$0	\$0	\$0
Miccosukee Road Bridge Replacement	057918	\$567,500	\$0	\$0	\$0	\$0	\$0	\$0
N. Florida Fairgrounds Road Milling and Resurfacing	051009	\$0	\$0	\$220,000	\$0	\$0	\$800,000	\$1,020,000
NE Lake Munson Septic to Sewer	062008	\$13,116,490	\$0	\$0	\$0	\$0	\$60,000	\$60,000
Public Works Design and Engineering Services	056011	\$260,255	\$100,000	\$100,000	\$100,000	\$100,000	\$1,870,000	\$2,270,000
Serenity Cemetery Expansion	091002	\$0	\$0	\$190,000	\$190,000	\$0	\$0	\$380,000
Sheriff Facilities Capital Maintenance	086031	\$8,602,130	\$48,564	\$3,266,000	\$3,470,000	\$2,710,000	\$0	\$9,494,564
Sidewalk Program	056013	\$6,200,477	\$2,668,682	\$2,699,890	\$2,731,763	\$2,764,348	\$100,000	\$10,964,683
Stormwater Infrastructure Preventative Maintenance	067006	\$1,307,264	\$1,088,000	\$1,733,000	\$800,000	\$800,000	\$383,500	\$4,804,500
Tourism Building	086065	\$4,443,413	\$0	\$0	\$0	\$0	\$125,000	\$125,000
Transportation and Stormwater Improvements	056010	\$1,952,233	\$0	\$0	\$0	\$0	\$125,000	\$125,000
Woodville Sewer Project	062003	\$9,721,599	\$0	\$0	\$0	\$0	\$125,000	\$125,000
<b>Engineering Services Subtotal</b>		<b>\$71,106,887</b>	<b>\$10,268,474</b>	<b>\$14,485,951</b>	<b>\$14,056,058</b>	<b>\$12,836,076</b>	<b>\$12,134,837</b>	<b>\$63,781,396</b>
<b>FACILITIES MANAGEMENT</b>								
Building General Maintenance and Renovations	086079	\$1,756,238	\$425,000	\$745,000	\$645,000	\$1,091,386	\$0	\$2,906,386
Building Infrastructure and Improvements	086078	\$1,517,535	\$438,060	\$900,000	\$547,800	\$1,537,800	\$60,000	\$3,483,660
Building Mechanical Repairs and Improvements	086077	\$2,095,056	\$536,000	\$741,000	\$791,000	\$741,000	\$35,000	\$2,844,000
Building Roofing Repairs and Replacements	086076	\$1,349,191	\$997,190	\$86,817	\$565,362	\$100,000	\$55,000	\$1,804,369
Common Area Furnishings	086017	\$30,000	\$55,000	\$55,000	\$55,000	\$55,000	\$0	\$220,000
Courthouse Renovations	086027	\$709,735	\$130,000	\$40,000	\$40,000	\$40,000	\$40,000	\$290,000
Courthouse Security	086016	\$92,777	\$35,000	\$35,000	\$35,000	\$35,000	\$0	\$140,000
Courtroom Minor Renovations	086007	\$130,794	\$60,000	\$60,000	\$60,000	\$60,000	\$100,000	\$340,000
Essential Libraries Initiative	086085	\$1,400,000	\$0	\$300,000	\$300,000	\$300,000	\$1,015,932	\$1,915,932
Lake Jackson Town Center	083002	\$183,685	\$77,000	\$47,800	\$0	\$0	\$1,703,333	\$1,828,133
Leon County Government Annex	086025	\$1,210,033	\$150,000	\$150,000	\$150,000	\$150,000	\$1,770,000	\$2,370,000
Medical Examiner Facility	086067	\$0	\$60,000	\$0	\$0	\$0	\$50,000	\$110,000
Public Safety Complex	096016	\$637,030	\$330,000	\$330,000	\$150,000	\$300,000	\$300,000	\$1,410,000
Solar Arrays on County Buildings	086081	\$80,032	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$500,000
<b>Facilities Management Subtotal</b>		<b>\$11,192,106</b>	<b>\$3,343,250</b>	<b>\$3,540,617</b>	<b>\$3,389,162</b>	<b>\$4,460,186</b>	<b>\$5,429,265</b>	<b>\$20,162,480</b>
<b>FLEET MANAGEMENT</b>								
Emergency Medical Services Vehicles & Equipment Replacement	026014	\$4,342,377	\$53,000	\$2,190,000	\$2,285,000	\$2,285,000	\$1,008,000	\$7,821,000
Fleet Management Shop Equipment	026010	\$36,500	\$46,000	\$18,700	\$46,500	\$38,700	\$1,050,000	\$1,199,900
General Vehicle & Equipment Replacement	026003	\$1,523,089	\$0	\$1,021,000	\$1,040,000	\$1,054,000	\$1,415,000	\$4,530,000
Hazardous Waste Vehicle and Equipment Replacement	036042	\$34,500	\$0	\$60,000	\$70,000	\$0	\$0	\$130,000
New Emergency Medical Services Vehicle & Equipment	026021	\$260,000	\$55,000	\$0	\$0	\$0	\$2,270,000	\$2,325,000
New Parks/Greenways Vehicles and Equipment	046007	\$265,986	\$0	\$55,000	\$0	\$0	\$0	\$55,000
New Public Works Vehicles & Equipment	026022	\$0	\$101,340	\$62,840	\$0	\$0	\$0	\$164,180
Public Works Vehicle & Equipment Replacement	026005	\$1,898,331	\$0	\$1,723,000	\$1,467,000	\$1,295,000	\$421,000	\$4,906,000
Rural Waste Vehicle and Equipment Replacement	036033	\$0	\$214,000	\$270,000	\$305,000	\$15,000	\$400,000	\$1,204,000
Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	\$388,000	\$42,500	\$155,000	\$275,000	\$270,000	\$110,000	\$852,500
Stormwater Vehicle & Equipment Replacement	026004	\$846,000	\$0	\$925,000	\$1,174,000	\$1,200,000	\$0	\$3,299,000
Transfer Station Heavy Equipment Replacement	036010	\$165,000	\$500,000	\$620,000	\$205,000	\$460,000	\$0	\$1,785,000
<b>Fleet Management Subtotal</b>		<b>\$9,759,783</b>	<b>\$1,011,840</b>	<b>\$7,100,540</b>	<b>\$6,867,500</b>	<b>\$6,617,700</b>	<b>\$6,674,000</b>	<b>\$28,271,580</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Projects by Managing Division

Project	Project #	*FY 2022 Adj Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY23 - FY27 Total
<b>MANAGEMENT INFORMATION SERVICES (MIS)</b>								
Building Inspection Technology	076055	\$0	\$80,000	\$81,600	\$83,232	\$84,897	\$46,385	\$376,114
County Compute Infrastructure	076008	\$815,144	\$550,000	\$550,000	\$550,000	\$550,000	\$50,000	\$2,250,000
Courtroom Technology	076023	\$104,664	\$131,320	\$131,320	\$131,320	\$131,320	\$250,000	\$775,280
E-Filing System for Court Documents	076063	\$335,182	\$125,000	\$125,000	\$125,000	\$125,000	\$350,000	\$850,000
Emergency Medical Services Technology	076058	\$31,950	\$75,000	\$55,000	\$55,000	\$55,000	\$85,000	\$325,000
Financial Hardware and Software	076001	\$74,628	\$64,000	\$44,570	\$45,157	\$45,762	\$325,669	\$525,158
Geographic Information Systems	076009	\$354,080	\$337,000	\$356,000	\$356,000	\$350,000	\$123,906	\$1,522,906
GIS Incremental Basemap Update	076060	\$312,759	\$298,500	\$298,500	\$298,500	\$298,500	\$131,320	\$1,325,320
Justice Information System (JIS) Upgrade	076065	\$50,000	\$50,000	\$1,000,000	\$1,000,000	\$1,000,000	\$600,000	\$3,650,000
Large Application Refreshes and Upgrades	076066	\$100,000	\$50,000	\$110,000	\$115,000	\$120,000	\$92,911	\$487,911
Library Services Technology	076011	\$287,030	\$318,030	\$350,030	\$255,030	\$95,000	\$138,715	\$1,156,805
Mobile Devices	076042	\$68,877	\$90,914	\$91,391	\$91,883	\$92,389	\$95,500	\$462,077
Permit & Enforcement Tracking System	076015	\$737,203	\$336,000	\$281,800	\$295,890	\$310,685	\$86,595	\$1,310,970
Public Defender Technology	076051	\$110,500	\$95,500	\$95,500	\$95,500	\$95,500	\$30,000	\$412,000
Records Management	076061	\$0	\$205,000	\$135,000	\$137,550	\$140,177	\$298,500	\$916,227
Remote Server Center (RSC) Improvements	076067	\$140,000	\$25,750	\$26,253	\$27,318	\$0	\$142,882	\$222,203
State Attorney Technology	076047	\$158,215	\$138,860	\$138,715	\$138,715	\$138,715	\$125,000	\$680,005
Supervisor of Elections Technology	076005	\$83,933	\$50,000	\$50,000	\$50,000	\$50,000	\$1,000,000	\$1,200,000
Technology in Chambers	076022	\$0	\$122,400	\$122,760	\$123,131	\$123,513	\$125,000	\$616,804
User Computer Upgrades	076024	\$369,237	\$100,000	\$300,000	\$600,000	\$600,000	\$0	\$1,600,000
	<b>MIS Subtotal</b>	<b>\$4,133,402</b>	<b>\$3,243,274</b>	<b>\$4,343,439</b>	<b>\$4,574,226</b>	<b>\$4,406,458</b>	<b>\$4,097,383</b>	<b>\$20,664,780</b>
<b>MISCELLANEOUS</b>								
Voting Equipment Replacement	096028	\$0	\$37,500	\$0	\$0	\$0	\$0	\$37,500
	<b>Miscellaneous Subtotal</b>	<b>\$0</b>	<b>\$37,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,500</b>
<b>PARKS &amp; RECREATION</b>								
Apalachee Regional Park	045001	\$1,198,399	\$100,000	\$500,000	\$500,000	\$500,000	\$0	\$1,600,000
Dog Parks - Unincorporated Area	046013	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Fred George Park	043007	\$477,087	\$0	\$0	\$0	\$0	\$265,000	\$265,000
Greenways Capital Maintenance	046009	\$318,281	\$300,000	\$300,000	\$650,000	\$300,000	\$220,000	\$1,770,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$231,164	\$185,000	\$185,000	\$185,000	\$185,000	\$300,000	\$1,040,000
L.I.F.E. Recreational Amenities	091010	\$702,312	\$0	\$125,000	\$125,000	\$125,000	\$0	\$375,000
Parks Capital Maintenance	046001	\$1,421,952	\$425,000	\$635,000	\$840,000	\$755,000	\$0	\$2,655,000
Playground Equipment Replacement	046006	\$509,114	\$611,000	\$250,000	\$200,000	\$250,000	\$185,000	\$1,496,000
St. Marks Headwaters Greenway	047001	\$5,226,588	\$0	\$0	\$0	\$0	\$125,000	\$125,000
	<b>Parks &amp; Recreation Subtotal</b>	<b>\$10,084,897</b>	<b>\$1,621,000</b>	<b>\$1,995,000</b>	<b>\$2,550,000</b>	<b>\$2,115,000</b>	<b>\$1,095,000</b>	<b>\$9,376,000</b>
<b>PUBLIC WORKS</b>								
Arterial & Collector Roads Pavement Markings	026015	\$295,400	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$676,000
Blueprint 2020 Water Quality & Stormwater	067003	\$0	\$2,125,000	\$2,125,000	\$2,125,000	\$2,125,000	\$2,125,000	\$10,625,000
FDEP Springs Restoration Project	125-927128	\$949,009	\$0	\$0	\$0	\$0	\$0	\$0
Open Graded Hot Mix Maintenance and Resurfacing	026006	\$110,329	\$161,632	\$159,968	\$215,605	\$215,605	\$215,605	\$968,415
Stormwater Pond Repairs	066026	\$231,784	\$460,000	\$400,000	\$100,000	\$100,000	\$100,000	\$1,160,000
	<b>Public Works Subtotal</b>	<b>\$1,586,522</b>	<b>\$2,881,832</b>	<b>\$2,820,168</b>	<b>\$2,575,805</b>	<b>\$2,575,805</b>	<b>\$2,575,805</b>	<b>\$13,429,415</b>
<b>SOLID WASTE</b>								
Household Hazardous Waste Improvements	036019	\$68,266	\$0	\$0	\$0	\$150,000	\$80,000	\$230,000
Landfill Closure	036043	\$7,924,032	\$0	\$0	\$0	\$0	\$0	\$0
Landfill Improvements	036002	\$46,426	\$0	\$300,000	\$0	\$0	\$0	\$300,000
Transfer Station Improvements	036023	\$854,748	\$150,852	\$150,852	\$150,852	\$150,852	\$150,852	\$754,260
	<b>Solid Waste Subtotal</b>	<b>\$8,893,472</b>	<b>\$150,852</b>	<b>\$450,852</b>	<b>\$150,852</b>	<b>\$300,852</b>	<b>\$230,852</b>	<b>\$1,284,260</b>
<b>Total Capital Improvement Program</b>		<b>\$116,757,069</b>	<b>\$22,558,022</b>	<b>\$34,736,567</b>	<b>\$34,163,603</b>	<b>\$33,312,077</b>	<b>\$32,237,142</b>	<b>\$157,007,411</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Operating Budget Impacts

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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-striping, 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 2023 – 2027 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 outyears 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 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated	FY 2026 Estimated	FY 2027 Estimated
Library Technology	076011	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Mobile Devices	076042	\$15,914	\$16,391	\$16,883	\$17,389	\$17,911
New EMS Vehicles & Equipment	026021	\$38,760	\$38,760	\$38,760	\$38,760	\$38,760
New Public Works Vehicle & Equipment	026022	\$15,974	\$22,736	\$22,736	\$22,736	\$22,736
New Parks/Greenways Vehicles & Equipment	046007	\$0	\$9,262	\$9,262	\$9,262	\$9,262
Serenity Cemetery Expansion	091002	\$500	\$800	\$500	\$500	\$800
<b>Total</b>		<b>\$96,148</b>	<b>\$112,949</b>	<b>\$113,141</b>	<b>\$113,647</b>	<b>\$114,469</b>

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 outyears 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 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated	FY 2026 Estimated	FY 2027 Estimated
Management Information Services	\$40,914	\$41,391	\$41,883	\$42,389	\$42,911
Public Works	\$55,234	\$71,558	\$71,258	\$71,258	\$71,558
<b>Total</b>	<b>\$96,148</b>	<b>\$112,949</b>	<b>\$113,141</b>	<b>\$113,647</b>	<b>\$114,469</b>

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## » Culture &amp; Recreation Overview

**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 2023 include Apalachee Regional Park, Parks Capital Maintenance, Playground Equipment Replacement, Greenways Capital Maintenance, Library Services Technology, Essential Libraries Initiative and Livable Infrastructure for Everyone (L.I.F.E.) projects.

**Funding Sources**

Chart 25.4 illustrates that 90% (\$1.75 million) of Culture & Recreation projects are funded in FY 2023 by general revenue, or Capital Improvements Fund (Fund 305). The L.I.F.E. Fund (Fund 352) is funding the remaining 10% at \$185,000.

**Chart 25.4**  
FY 2023 Culture & Recreation Projects  
by Funding Source

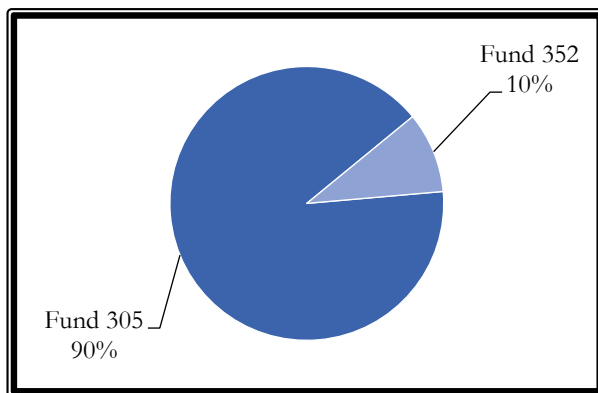
**Managing Divisions**

Table 25.7 shows Parks & Recreation will manage 9 projects, or 75% of the FY 2023 Culture & Recreation capital improvement projects. Facilities Management, Fleet Management and Management Information Services will each manage one project for the remaining 25% of the Culture & Recreation capital improvement projects for FY 2023.

**Table 25.7**  
FY 2023 Culture & Recreation Projects  
by Managing Division

Managing Division	# of Projects	FY 2023 Budget
Parks & Recreation	9	\$1,621,000
*Facilities Management	1	\$0
Management Information Services	1	\$318,030
*Fleet Management	1	\$0
<b>Total</b>	<b>12</b>	<b>\$1,939,030</b>

\*These projects were advanced funded in FY 2022 and will be carried forward into FY 2023.

**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 outyears 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 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate
Library Services Technology	076011	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
New Parks/Greenways Vehicles & Equipment	026018	\$0	\$9,262	\$9,262	\$9,262	\$9,262
<b>Total</b>		<b>\$25,000</b>	<b>\$34,262</b>	<b>\$34,262</b>	<b>\$34,262</b>	<b>\$34,262</b>

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Culture &amp; Recreation Index

Page	Project	#	FY 2021 Life to Date	FY 2022 Adj Budget	FY 2023 Budget	FY23-FY27 Total	Project Total
25-17	Apalachee Regional Park	045001	\$7,249,200	\$1,198,399	\$100,000	\$1,600,000	\$10,047,599
25-18	Dog Parks – Unincorporated Area	046013	\$117,426	\$0	\$0	\$50,000	\$167,426
25-19	Essential Libraries Initiative	086085	\$0	\$1,400,000	\$0	\$1,200,000	\$2,600,000
25-20	Fred George Park	043007	\$9,181,158	\$477,087	\$0	\$0	\$9,658,245
25-21	Greenways Capital Maintenance	046009	\$3,197,912	\$318,281	\$300,000	\$1,850,000	\$5,366,193
25-22	L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$98,837	\$231,164	\$185,000	\$925,000	\$1,255,001
25-23	L.I.F.E. Recreational Amenities	091010	\$0	\$702,312	\$0	\$500,000	\$1,202,312
25-24	Library Services Technology	076011	\$1,693,414	\$287,030	\$318,030	\$1,103,090	\$3,083,534
25-25	New Parks/Greenways Vehicles and Equipment	046007	\$970,590	\$265,986	\$0	\$55,000	\$1,291,576
25-26	Parks Capital Maintenance	046001	\$5,066,380	\$1,421,952	\$425,000	\$2,920,000	\$9,408,332
25-27	Playground Equipment Replacement	046006	\$903,198	\$509,114	\$611,000	\$1,531,000	\$2,943,312
25-28	St. Marks Headwaters Greenway	047001	\$1,076,295	\$5,226,588	\$0	\$0	\$6,302,883
<b>Culture &amp; Recreation Total</b>			<b>\$29,554,410</b>	<b>\$12,037,913</b>	<b>\$1,939,030</b>	<b>\$11,734,090</b>	<b>\$53,326,413</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.



# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »»» Apalachee Regional Park

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>Yes</b>
Project #:	<b>045001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EC1, EC4, Q1</b>

### 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. Construction of cross-country facilities, relocation of airfield, and signature entry was completed in March 2021. Other improvements scheduled to begin in late FY 2022 include construction of the County’s third dog park and multi-use trails.

Funding in FY 2023 through FY 2027 will be used to continue developing the Master Plan for the park, including amenities such as: a nature-based playground; disc golf courses; paving and resurfacing roads within the Park; as well as evaluating opportunities for trail expansion and additional amenities following the relocation of the Household Hazardous Waste Center and the Rural Waste Services Center Roll-off site.

### Strategic Initiative

(EC4) Continue to build upon the reputation of Apalachee Regional Park as a destination venue for cross country athletes by securing state, regional and national competitions. (2022-6)

(EC4) To further promote Leon County as a biking community, pursue the State’s “Trail Town” designation and continue to coordinate with the City, Blueprint, State, and U.S. Forest Service to leverage capital improvements in pursuit of the International Mountain Biking Association (IMBA) designation. (2022-7)

Attract 100 state, regional, or national championships across all sports. (T1)

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

### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,202,854	1,198,399	477,306	100,000	500,000	500,000	500,000	0	1,600,000	8,001,253
309 Sales Tax - Extension	2,046,346	0	0	0	0	0	0	0	0	2,046,346
	<b>7,249,200</b>	<b>1,198,399</b>	<b>477,306</b>	<b>100,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>0</b>	<b>1,600,000</b>	<b>10,047,599</b>

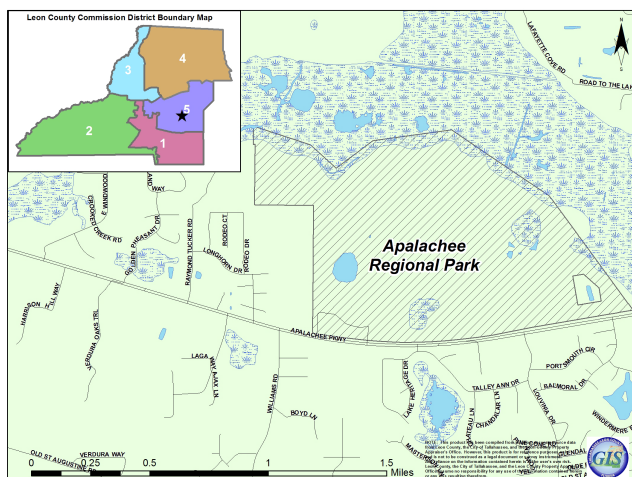
### Policy/Comprehensive Plan Information

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

N/A



# LEON COUNTY FISCAL YEAR 2023 - 2027 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**      Strategic Priority: **Q1, Q5**

### Project Description/Justification

This project is for design and construction of dog parks in the unincorporated area. The first two dog parks, in the unincorporated areas at Bradfordville Community Center and J. Lee Vause Park, both opened to the public in FY 2020. Funding in FY 2025 will be utilized to construct the next off-leash area at Robinson Road Park.

### Strategic Initiative

N/A

### Financial Summary

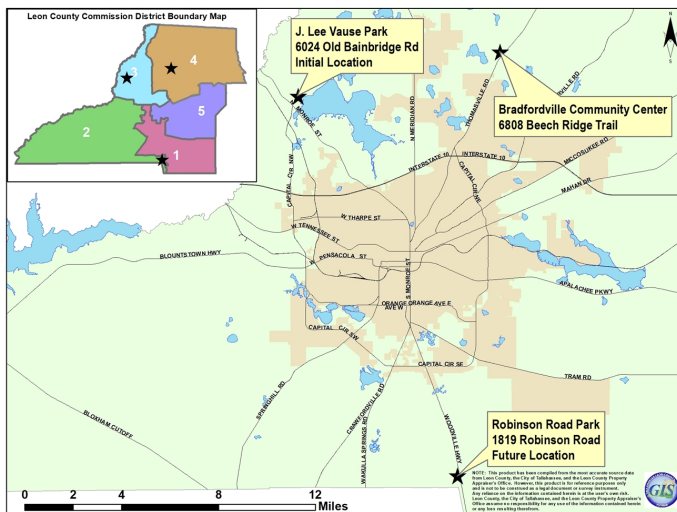
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	117,426	0	0	0	0	50,000	0	0	50,000	167,426
	117,426	0	0	0	0	50,000	0	0	50,000	167,426

### Policy/Comprehensive Plan Information

FY2022-FY2026 Strategic Plan  
 Parks & Recreation Master Plan (1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Essential Libraries Initiative

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086085	Capital Improvement:	N/A
Service Type:	Culture & Recreation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	Q2

#### Project Description/Justification

This project is to implement the Essential Libraries Initiative, a re-envisioning of the Leon County Public Library System, to address the changing needs of residents and trends in library use. The plan includes several enhancements to the Library such as new programs and services, capital improvements, existing position reclassifications, and policy revisions to support the initiative. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, and as part of the County's plan to utilize ARPA funds for capital improvement projects, \$1,000,000 in ARPA funding was advanced funded in FY 2022 to support the FY 2023 capital improvements including space modifications for the main library. Outyear funding supports continued main library space modifications.

#### Strategic Initiative

(Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)

#### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	1,400,000	68,294	0	300,000	300,000	300,000	300,000	1,200,000	2,600,000
	0	1,400,000	68,294	0	300,000	300,000	300,000	300,000	1,200,000	2,600,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Fred George Park

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>043007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN2, Q1</b>

### 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 2023 through FY 2027 will be allocated from Blueprint with the remaining funds from the St. Marks Headwaters project. State funding in the amount of \$400,000 was provided towards the wetland restoration construction. A grant agreement with the Florida Department of Environmental Protection is expected to be executed in Fall 2022.

### Strategic Initiative

N/A

### Financial Summary

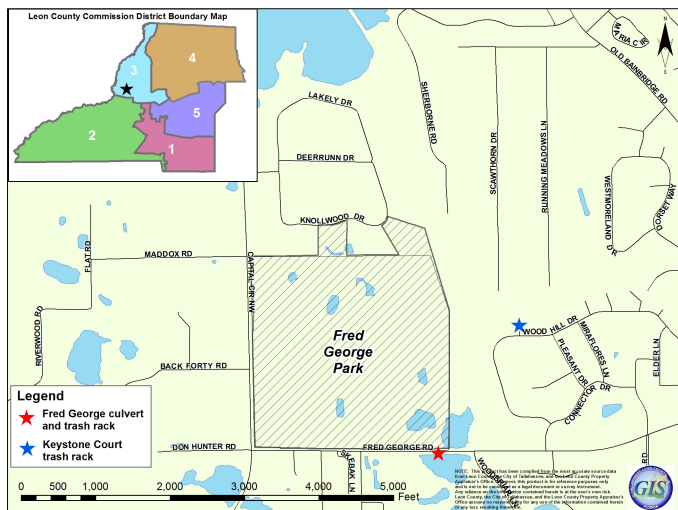
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	5,198,732	0	0	0	0	0	0	0	0	5,198,732
305 Capital Improvements	720,739	0	0	0	0	0	0	0	0	720,739
309 Sales Tax - Extension	3,261,687	477,087	18,916	0	0	0	0	0	0	3,738,774
	<b>9,181,158</b>	<b>477,087</b>	<b>18,916</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,658,245</b>

### 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



Fred George Park and Greenway

# LEON COUNTY FISCAL YEAR 2023 - 2027 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 Project**      Strategic Priority: **EN2, Q1**

### Project Description/Justification

This project is for maintenance and small-scale improvement projects for the J.R. Alford, Miccosukee, Fred George, and St. Marks Headwaters Greenways, Lake Lafayette Regional Linear Park, and the Orchard Pond Trails. These properties must be managed in accordance with separate and distinct Land Management Plans.

### Strategic Initiative

N/A

### Financial Summary

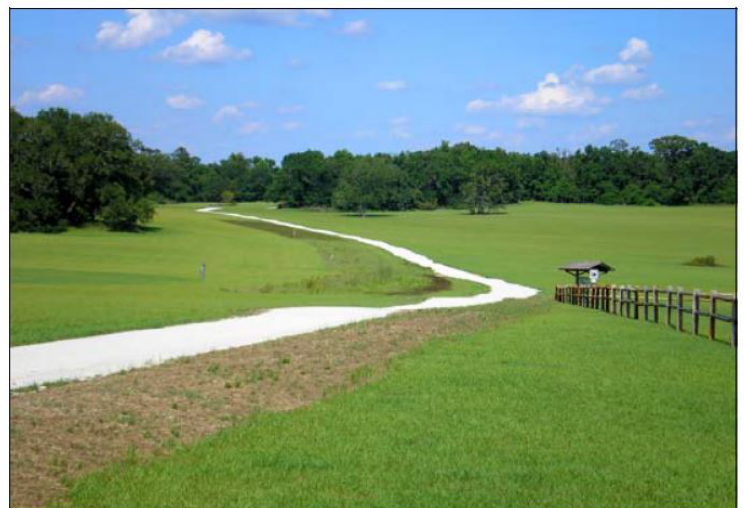
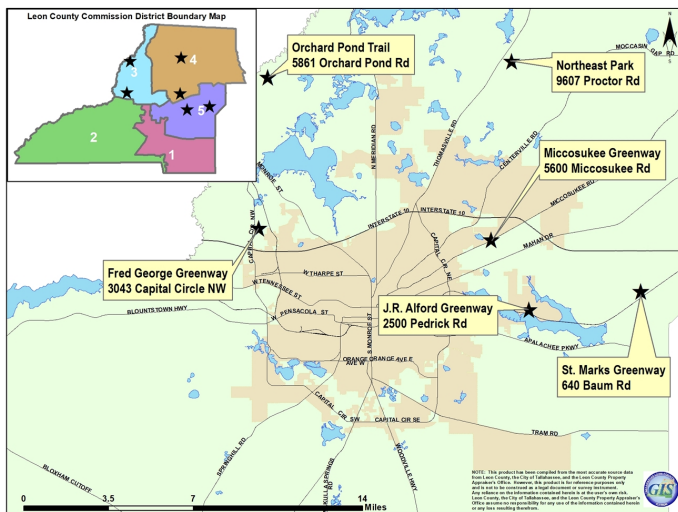
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	100,294	0	0	0	0	0	0	0	0	100,294
305 Capital Improvements	3,097,618	318,281	150,334	300,000	300,000	650,000	300,000	300,000	1,850,000	5,265,899
	<b>3,197,912</b>	<b>318,281</b>	<b>150,334</b>	<b>300,000</b>	<b>300,000</b>	<b>650,000</b>	<b>300,000</b>	<b>300,000</b>	<b>1,850,000</b>	<b>5,366,193</b>

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» L.I.F.E. Boat Landing Enhancements & Upgrades

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q1</b>

### Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the One-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (L.I.F.E.) projects. L.I.F.E. projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding and will address Leon County’s rural area basic infrastructure needs.

Leon County maintains 24 boat landings, located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlockonee River). Funds are budgeted annually through the Capital Improvement Program for boat landings, and improvements are made when adequate funds are accumulated to complete a project.

FY 2023 through FY 2027 funding is budgeted at \$185,000 to address priorities for fishing pier replacements and boat landing improvements and upgrades.

### Strategic Initiative

N/A

### Financial Summary

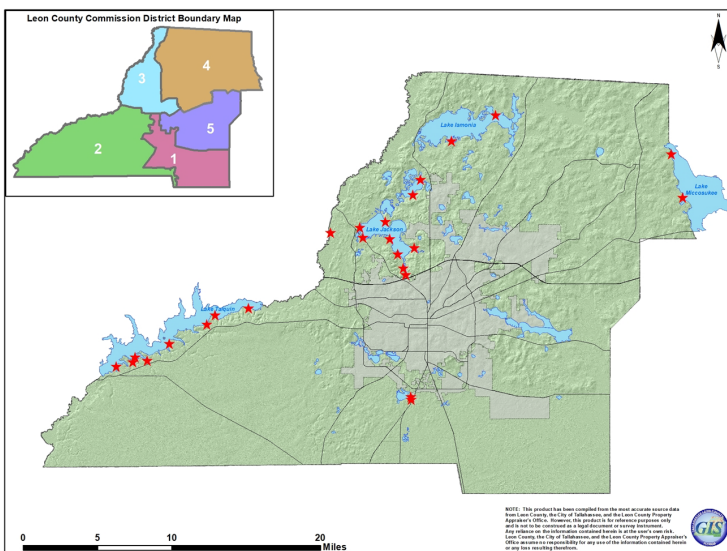
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	98,837	231,164	71,303	185,000	185,000	185,000	185,000	185,000	925,000	1,255,001
	98,837	231,164	71,303	185,000	185,000	185,000	185,000	185,000	925,000	1,255,001

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Lake Jackson Boat Landing

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» L.I.F.E. Recreational Amenities

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091010</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q1</b>

### Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the One-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (L.I.F.E.) projects. L.I.F.E. projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding and will address Leon County’s 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 often identified through citizen input (e.g.: the provision of additional grills or an additional shelter). Outyear funding includes planned improvements for Coe Landing as well as expansion and enhancements for existing amenities.

### Strategic Initiative

N/A

### Financial Summary

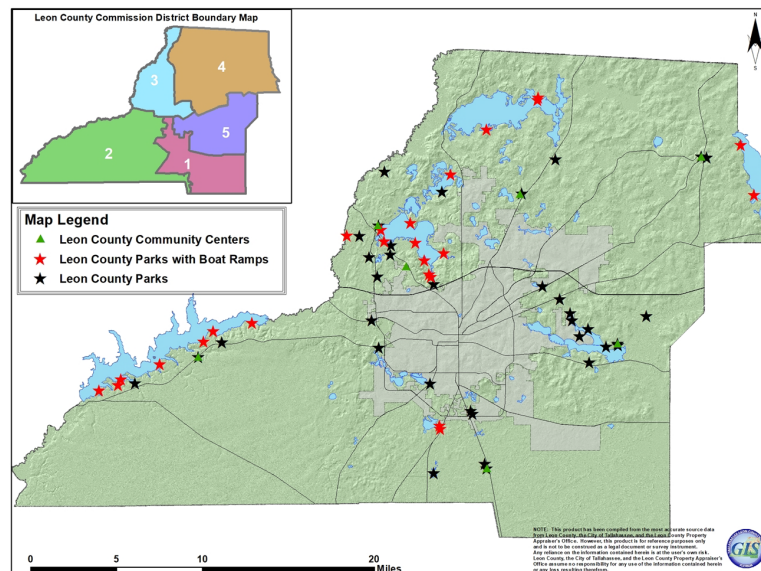
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	702,312	12,750	0	125,000	125,000	125,000	125,000	500,000	1,202,312
	0	702,312	12,750	0	125,000	125,000	125,000	125,000	500,000	1,202,312

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Library Services Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q2</b>

#### Project Description/Justification

This project is for technology improvements for Library Services. The RFID inventory system is a five-year lease with the fifth year ending in FY 2025. Outyear funding will be established pending future lease renewal arrangements.

The FY 2023 budget provides for ongoing technologies for the Libraries inclusive of the RFID inventory system/self check kiosks: \$160,030; Public computers: \$30,000, Security cameras: \$30,000, Microsoft license renewals: \$28,000, Library Communications Room: \$25,000, and \$20,000 for fixed cameras for presentations in Program Rooms A & B.

Outyear funding includes:

FY 2024 - RFID inventory system/self check kiosks: \$160,030; Digital Signage: \$75,000, Public computers: \$50,000, Security cameras: \$30,000, Microsoft license renewals: \$10,000

FY 2025 - RFID inventory system/self check kiosks: \$160,030; Public computers: \$50,000, Security cameras: \$10,000, Microsoft license renewals: \$10,000

FY 2026 - Public computers: \$50,000, Security cameras: \$10,000, Microsoft license renewals: \$10,000

FY 2027 - Public computers: \$50,000, Microsoft license renewals: \$10,000

#### Strategic Initiative

(Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,693,414	287,030	182,440	293,030	325,030	230,030	70,000	60,000	978,090	2,958,534
	<u>1,693,414</u>	<u>287,030</u>	<u>182,440</u>	<u>293,030</u>	<u>325,030</u>	<u>230,030</u>	<u>70,000</u>	<u>60,000</u>	<u>978,090</u>	<u>2,958,534</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
305 Capital Improvements	25,000	25,000	25,000	25,000	25,000
	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>

Security maintenance: \$25,000





# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» New Parks/Greenways Vehicles and Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN2, EN4,Q1</b>

### 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. Outyear funding is associated a one ton truck pending the addition of a park attendant to assist in the maintenance of expanded park amenities and trails.

### Strategic Initiative

N/A

### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	970,590	265,986	92,445	0	55,000	0	0	0	55,000	1,291,576
	<u>970,590</u>	<u>265,986</u>	<u>92,445</u>	<u>0</u>	<u>55,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,000</u>	<u>1,291,576</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"

In accordance with the Green Fleet Policy, vehicle and equipment requests are 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

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
140 Municipal Service	0	9,262	9,262	9,262	9,262
	<u>0</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>



Greenways Vehicles and Equipment

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Parks Capital Maintenance

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN2, Q1</b>

#### Project Description/Justification

This project is for the maintenance and replacement of equipment at all countywide parks. Over the next five years projects will include the construction of new basketball courts, bathroom renovations at active field facilities, and campground renovations.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,066,380	1,421,952	432,949	425,000	635,000	840,000	755,000	265,000	2,920,000	9,408,332
	<u>5,066,380</u>	<u>1,421,952</u>	<u>432,949</u>	<u>425,000</u>	<u>635,000</u>	<u>840,000</u>	<u>755,000</u>	<u>265,000</u>	<u>2,920,000</u>	<u>9,408,332</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



Facility Signs - St. Marks Greenway

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Playground Equipment Replacement

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q1</b>

#### Project Description/Justification

This project is for the replacement of playground, exercise, and bike park 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. All playground equipment in county parks is inspected by licensed playground inspectors to ensure safety requirements are met.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	903,198	509,114	157,943	611,000	250,000	200,000	250,000	220,000	1,531,000	2,943,312
	903,198	509,114	157,943	611,000	250,000	200,000	250,000	220,000	1,531,000	2,943,312

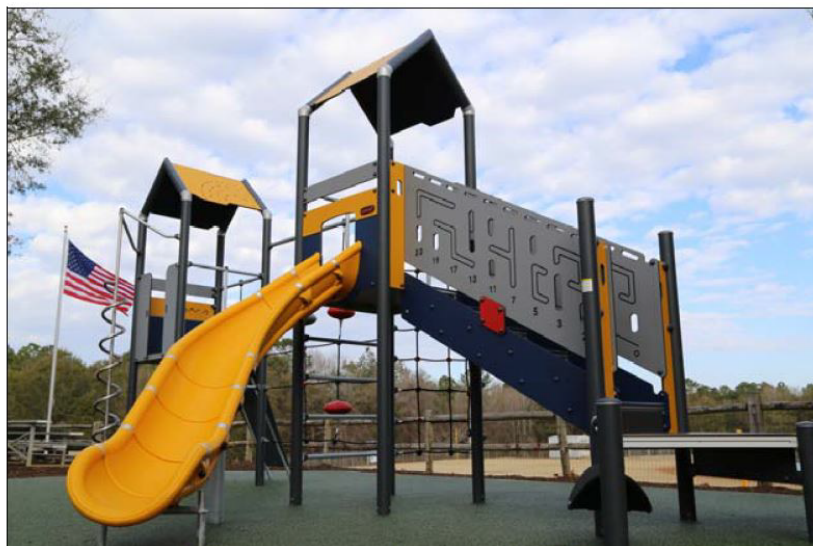
#### Policy/Comprehensive Plan Information

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» St. Marks Headwaters Greenway

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>047001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN2, Q1</b>

### Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, playground, and pavilion that comply with the State Management Plan and Florida Communities Trust grant requirements.

In 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 Road, three spans of boardwalk, a permanent restroom facility, a nature-based playground, and trails. Funding for Phase II will be provided through Blueprint.

### Strategic Initiative

N/A

### Financial Summary

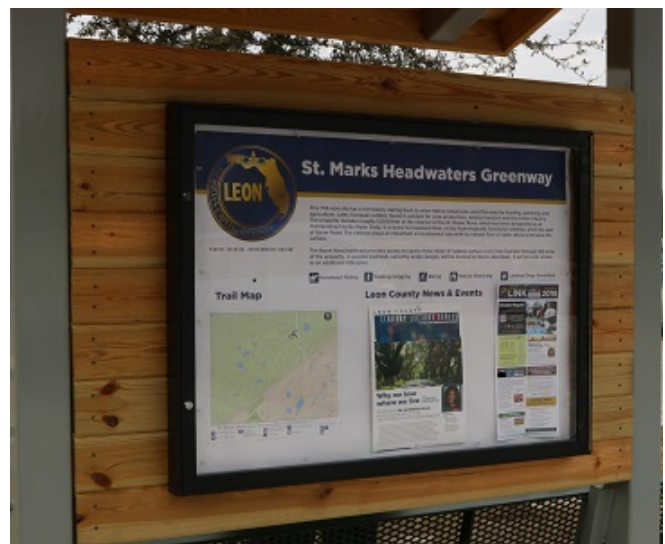
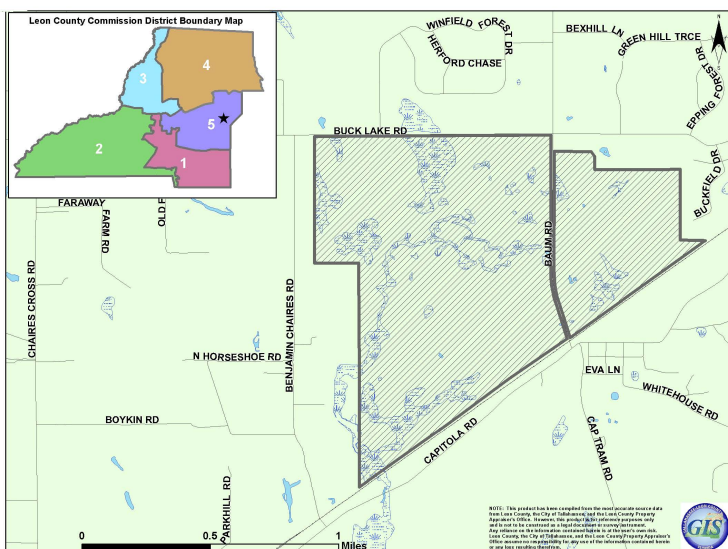
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	717,198	5,226,588	102,662	0	0	0	0	0	0	5,943,786
305 Capital Improvements	309,097	0	0	0	0	0	0	0	0	309,097
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	<u>1,076,295</u>	<u>5,226,588</u>	<u>102,662</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,302,883</u>

### 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 will be determined once the park is complete and will be budgeted in the operating budget of the Parks and Recreation division.



## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» General Government Overview

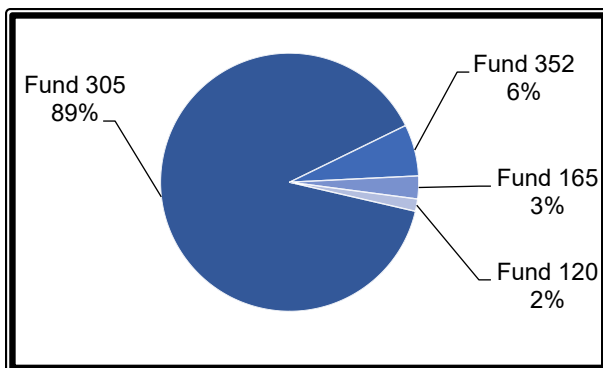
### Overview

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 2023 include Building Infrastructure and Improvements, County Compute Infrastructure, Leon County Government Annex, General Vehicles and Equipment Replacements, Pavement Management System, Remote Server Center Improvements, and the Livable Infrastructure for Everyone (L.I.F.E.) Miccosukee Sense of Place project.

### Funding Sources

Chart 25.5 illustrates that 89% (\$4,668,494) of the FY 2023 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funded at 3.0% (\$150,000) of the General Government budget for improvements of that facility. The Sales Tax Extension Fund (Fund 352) will fund 6% (\$338,053) for L.I.F.E. Miccosukee Sense of Place. The remaining 2% is funded from the new Building Inspection Fund (\$80,000) to support technology needs.

**Chart 25.5**  
FY 2023 General Government Projects  
by Funding Source



### Managing Divisions

Table 25.9 shows Management Information Services will manage fifteen projects or 45%, while Facilities Management will manage eleven projects, or 33% of the General Government capital improvement projects for FY 2023. Engineering Services, Fleet Management and various other divisions will manage the remaining 22% of the FY 2023 General Government projects.

**Table 25.9**  
FY 2023 General Government Projects  
by Managing Division

Managing Division	# of Projects	FY 2023 Budget
Facilities Management	11	\$2,953,250
Management Information Services	15	\$1,878,744
Fleet Management	2	\$46,000
Engineering Services	4	\$398,053
Miscellaneous	1	\$37,500
<b>Total</b>	<b>33</b>	<b>\$5,313,547</b>

### 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 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate
Mobile Devices	076042	\$15,914	\$16,391	\$16,883	\$17,389	\$17,911
Serenity Cemetery Expansion	091002	\$500	\$800	\$500	\$500	\$800
<b>Total</b>		<b>\$16,414</b>	<b>\$17,191</b>	<b>\$17,383</b>	<b>\$17,889</b>	<b>\$18,711</b>

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» General Government Index

Page	Project	#	FY 2021 Life to Date	FY 2022 Adj Budget	FY 2023 Budget	FY23-FY27 Total	Project Total
25-31	Architectural & Engineering Services	086011	\$693,921	\$60,000	\$60,000	\$300,000	\$1,053,921
25-32	Building General Maintenance and Renovations	086079	\$2,080,866	\$1,756,238	\$425,000	\$4,676,386	\$8,513,490
25-33	Building Infrastructure and Improvements	086078	\$2,861,555	\$1,517,535	\$438,060	\$5,126,993	\$9,506,083
25-34	Building Inspection Technology	076055	\$9,264	\$0	\$80,000	\$416,324	\$425,588
25-35	Building Mechanical Repairs and Improvements	086077	\$2,222,537	\$2,095,056	\$536,000	\$3,824,932	\$8,142,525
25-36	Building Roofing Repairs and Replacements	086076	\$1,149,762	\$1,349,191	\$997,190	\$1,849,369	\$4,348,322
25-37	Common Area Furnishings	086017	\$526,732	\$30,000	\$55,000	\$275,000	\$831,732
25-38	County Compute Infrastructure	076008	\$5,529,843	\$815,144	\$550,000	\$2,450,000	\$8,794,987
25-39	Courthouse Renovations	086027	\$3,044,969	\$709,735	\$130,000	\$290,000	\$4,044,704
25-40	Courthouse Security	086016	\$213,995	\$92,777	\$35,000	\$175,000	\$481,772
25-41	Courtroom Minor Renovations	086007	\$869,533	\$130,794	\$60,000	\$300,000	\$1,300,327
25-42	Courtroom Technology	076023	\$1,617,305	\$104,664	\$131,320	\$656,600	\$2,378,569
25-43	E-Filing System for Court Documents	076063	\$44,685	\$335,182	\$125,000	\$625,000	\$1,004,867
25-44	Financial Hardware and Software	076001	\$739,539	\$74,628	\$64,000	\$245,874	\$1,060,041
25-45	Fleet Management Shop Equipment	026010	\$292,170	\$36,500	\$46,000	\$149,900	\$478,570
25-46	General Vehicle & Equipment Replacement	026003	\$5,451,791	\$1,523,089	\$0	\$4,123,000	\$11,097,880
25-47	Justice Information System (JIS) Upgrade	076065	\$0	\$50,000	\$50,000	\$4,050,000	\$4,100,000
25-48	L.I.F.E. Miccosukee Sense of Place	091004	\$37,678	\$616,382	\$338,053	\$1,691,234	\$2,345,294
25-49	Lake Jackson Town Center	083002	\$881,337	\$183,685	\$77,000	\$124,800	\$1,189,022
25-50	Large Application Refreshes and Upgrades	076066	\$0	\$100,000	\$50,000	\$520,000	\$620,000
25-51	Leon County Government Annex	086025	\$7,409,248	\$1,210,033	\$150,000	\$600,000	\$9,219,281
25-52	Mobile Devices	076042	\$725,949	\$68,877	\$90,914	\$459,488	\$1,254,314
25-53	Public Defender Technology	076051	\$788,795	\$110,500	\$95,500	\$477,500	\$1,376,795
25-54	Records Management	076061	\$428,849	\$0	\$205,000	\$760,609	\$1,189,458
25-55	Remote Server Center (RSC) Improvements	076067	\$0	\$140,000	\$25,750	\$79,321	\$219,321
25-56	Serenity Cemetery Expansion	091002	\$0	\$0	\$0	\$380,000	\$380,000
25-57	Solar Arrays on County Buildings	086081	\$69,968	\$80,032	\$50,000	\$250,000	\$400,000
25-58	State Attorney Technology	076047	\$837,847	\$158,215	\$138,860	\$693,720	\$1,689,782
25-59	Supervisor of Elections Technology	076005	\$736,012	\$83,933	\$50,000	\$250,000	\$1,069,945
25-60	Technology in Chambers	076022	\$601,733	\$0	\$122,400	\$615,710	\$1,217,443
25-61	Tourism Building	086065	\$498,055	\$4,443,413	\$0	\$0	\$4,941,468
25-62	User Computer Upgrades	076024	\$9,725,800	\$369,237	\$100,000	\$2,200,000	\$12,295,037
25-63	Voting Equipment Replacement	096028	\$132,000	\$0	\$37,500	\$37,500	\$169,500
<b>General Government Total</b>			<b>\$50,221,738</b>	<b>\$18,244,840</b>	<b>\$5,313,547</b>	<b>\$38,674,260</b>	<b>\$107,140,838</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Architectural & Engineering Services

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2,G5</b>

#### Project Description/Justification

This project is for architectural and engineering services that occur routinely throughout the year and are necessary to ensure 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 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	693,921	60,000	17,164	60,000	60,000	60,000	60,000	60,000	300,000	1,053,921
	<u>693,921</u>	<u>60,000</u>	<u>17,164</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>1,053,921</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »»» Building General Maintenance and Renovations

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086079</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

### Project Description/Justification

This project includes general maintenance and renovation projects such as landscaping, parking lot repairs and striping, building renovations and enhancements, replacing doors and windows, painting, and flooring.

FY 2023: \$425,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; landscaping renewal; exterior paint for Main Health Department building; Fort Braden Community Center repairs; electric vehicle charging stations; crosswalk improvements and floor repairs; Supervisor of Elections signage; and unanticipated general improvements.

FY 2024: \$745,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; BL Perry Branch Library tile floor; 615 Paul Russel Road façade renovation; Fort Braden Community Center repairs; electric vehicle charging stations; and unanticipated general improvements.

FY 2025: \$645,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; landscaping renewal; BL Perry Branch Library tile floor; 615 Paul Russel Road façade renovation; Fort Braden Community Center repairs; electric vehicle charging stations; and unanticipated general improvements.

FY 2026: \$1,091,386 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; electric vehicle charging stations; and unanticipated general improvements.

FY 2027: \$1,770,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; landscape renewal; electric vehicle charging stations; and unanticipated general improvements.

### Strategic Initiative

N/A

### Financial Summary

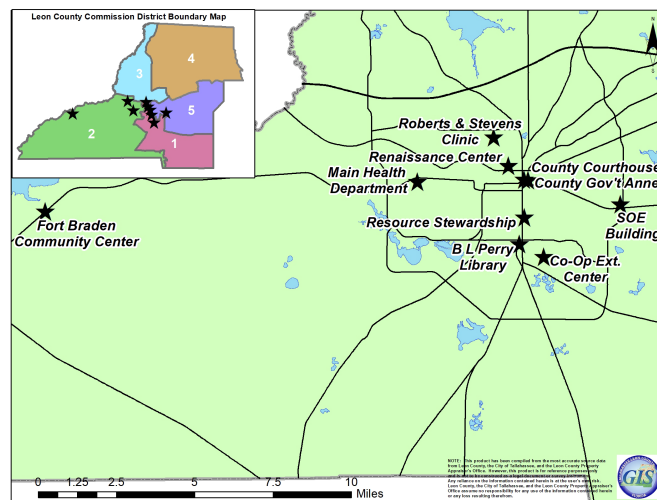
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	2,080,866	1,756,238	333,158	425,000	745,000	645,000	1,091,386	1,770,000	4,676,386	8,513,490
	<u>2,080,866</u>	<u>1,756,238</u>	<u>333,158</u>	<u>425,000</u>	<u>745,000</u>	<u>645,000</u>	<u>1,091,386</u>	<u>1,770,000</u>	<u>4,676,386</u>	<u>8,513,490</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Building Infrastructure and Improvements

Dept/Div: **Facilities Management**  
 Project #: **086078**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **G2**

### Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of structural repairs, major plumbing and electrical repairs, restroom renovations, and ADA compliance projects.

FY 2023: \$438,060 - Renaissance Building repairs; Courthouse garage water intrusion review; Supervisor of Elections electric room hardening; Public Defenders restroom refresh; and further work on the Courthouse exterior or window repair.

FY 2024: \$900,000 – Prefab restroom replacement for JR Alford Greenway; Main Health Department 2nd floor restrooms refresh; Renaissance Building repairs; Courthouse window repair; Department of Health restroom refresh; and unanticipated repairs.

FY 2025: \$547,800 - Renaissance Building building repairs; Courthouse window repair; Courthouse Restroom refresh; R & S Clinic restroom refresh.

FY 2026: \$1,537,800 – Urinalysis Building replacement; Renaissance Building repairs; Courthouse window repair; Eastside Library solar tubes; and unanticipated repairs.

FY 2027: \$1,703,333 – Renaissance Building repairs; Dental Clinic restroom refresh; Courthouse restroom refresh; and unanticipated repairs.

### Strategic Initiative

N/A

### Financial Summary

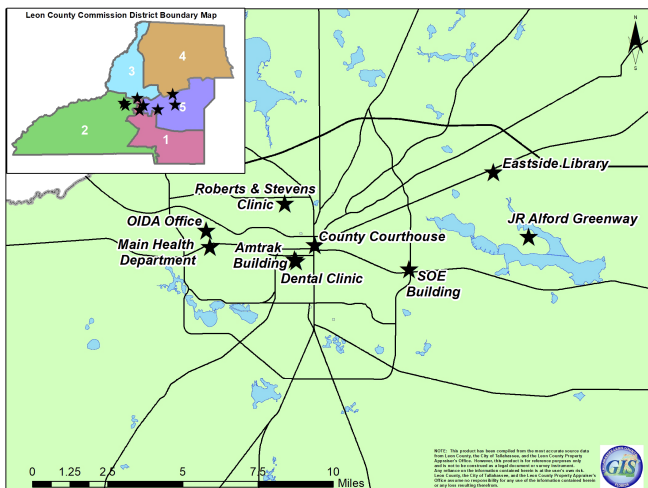
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,861,555	1,517,535	306,008	438,060	900,000	547,800	1,537,800	1,703,333	5,126,993	9,506,083
	<u>2,861,555</u>	<u>1,517,535</u>	<u>306,008</u>	<u>438,060</u>	<u>900,000</u>	<u>547,800</u>	<u>1,537,800</u>	<u>1,703,333</u>	<u>5,126,993</u>	<u>9,506,083</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Building Infrastructure and Improvements

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Building Inspection Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076055</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

This project is for technology improvements for Building Inspection derived from the new dedicated technology fee approved by the Board, effective June 1, 2022.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
120 Building Inspection	9,264	0	0	80,000	81,600	83,232	84,897	86,595	416,324	425,588
	<u>9,264</u>	<u>0</u>	<u>0</u>	<u>80,000</u>	<u>81,600</u>	<u>83,232</u>	<u>84,897</u>	<u>86,595</u>	<u>416,324</u>	<u>425,588</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Building Mechanical Repairs and Improvements

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086077</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

### Project Description/Justification

This project includes all mechanical related repairs and improvements including variable air volume (VAV) boxes, elevator repairs, HVAC projects, chiller projects, direct expansion (DX) units, and air handler units (AHU).

FY 2023: \$536,000 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Robert Stevens Clinic DX Repair; Main Library Generator; and Public Works elevator repair.

FY 2024: \$741,000 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Main Library chiller; Robert Stevens Clinic DX Repair; and unanticipated mechanical repairs.

FY 2025: \$791,000 - HVAC deep cleaning; unanticipated DX units; and Courthouse and Main Library VAVs; Main Library chiller; Main Library freight elevator; Main Library generator; Northeast Branch Library AHU; and unanticipated mechanical repairs.

FY 2026: \$741,000 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Main Library chiller; Main Library freight elevator; Main Library generator; and Northeast Branch Library AHU.

FY 2027: \$1,015,932 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Main Library chiller; Main Library freight elevator; and BL Perry Branch Library AHU.

### Strategic Initiative

N/A

### Financial Summary

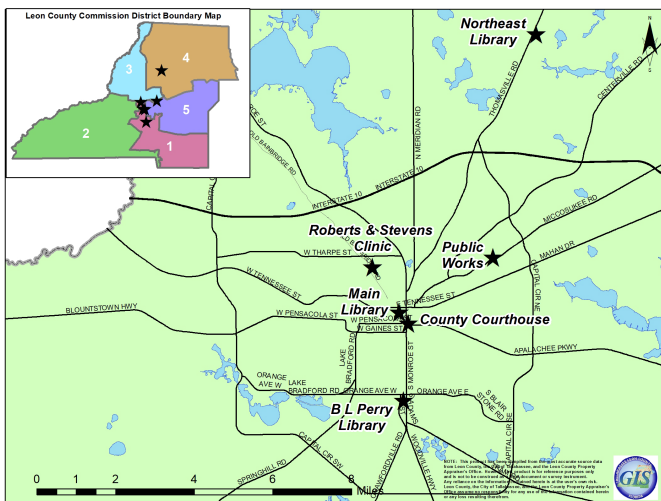
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,222,537	2,095,056	823,066	536,000	741,000	791,000	741,000	1,015,932	3,824,932	8,142,525
	<u>2,222,537</u>	<u>2,095,056</u>	<u>823,066</u>	<u>536,000</u>	<u>741,000</u>	<u>791,000</u>	<u>741,000</u>	<u>1,015,932</u>	<u>3,824,932</u>	<u>8,142,525</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements

# LEON COUNTY FISCAL YEAR 2023 - 2027 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 Priority:	G2

### Project Description/Justification

Roofing repairs and replacements will mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for the County.

FY 2023: Roof replacements for the following locations: 615 Paul Russell Road and Richardson-Lewis Health Center (Southside Clinic).

FY 2024: Unanticipated roof repairs at various buildings.

FY 2025: Roof replacement for the following location: Main Library (flat roof only)

FY 2026: Unanticipated roof repairs at various buildings.

FY 2027: Unanticipated roof repairs at various buildings.

### Strategic Initiative

N/A

### Financial Summary

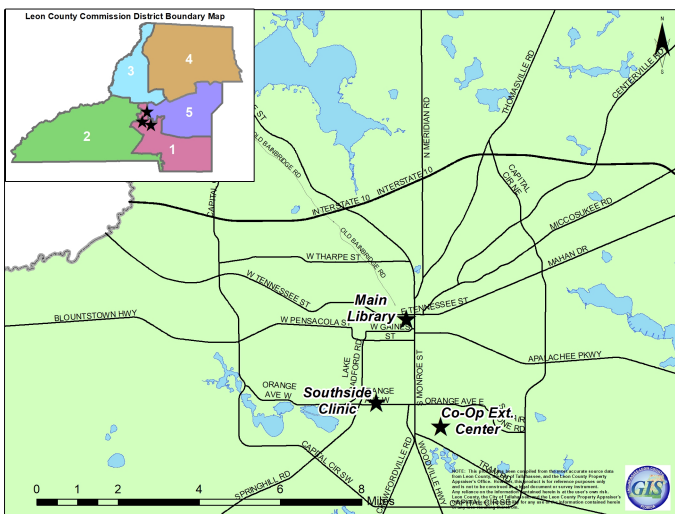
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,149,762	1,349,191	52,194	997,190	86,817	565,362	100,000	100,000	1,849,369	4,348,322
	<u>1,149,762</u>	<u>1,349,191</u>	<u>52,194</u>	<u>997,190</u>	<u>86,817</u>	<u>565,362</u>	<u>100,000</u>	<u>100,000</u>	<u>1,849,369</u>	<u>4,348,322</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

This project contemplates a \$40,000 annual operating impact for warranty inspections, and repairs and maintenance associated with inspecting and maintaining roofs after major repairs or replacements.



Building Roofing Repairs and Replacement

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Common Area Furnishings

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086017</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2, G5</b>

### Project Description/Justification

This project is for the renewal and replacement of furnishings for miscellaneous needs throughout County buildings, including items such as desks, chairs, cabinets, and some appliances.

### Strategic Initiative

N/A

### Financial Summary

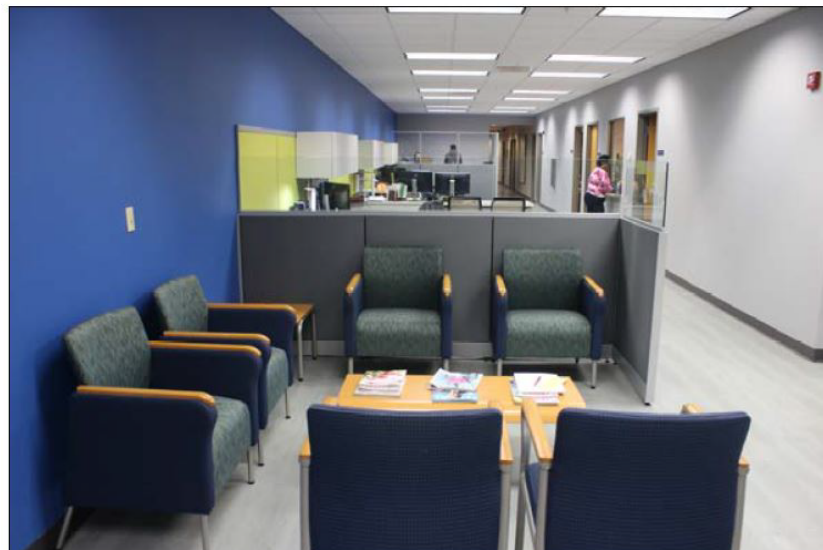
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	526,732	30,000	4,772	55,000	55,000	55,000	55,000	55,000	275,000	831,732
	<u>526,732</u>	<u>30,000</u>	<u>4,772</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>275,000</u>	<u>831,732</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Common Area Furnishings at Department of Development Support & Environmental Management (DSEM) lobby

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» County Compute Infrastructure

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076008</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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 each year for a five year lease beginning in FY22.

Digital Phone System: Upgrade phones/infrastructure for the 15-year old Avaya enterprise phone and voicemail system supporting Leon County Government and the Constitutionals. This is 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. - \$50,000

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 - \$100,000 is an annual expense and includes Proofpoint DLP cost of \$26,000 and Cyber Security Review costs of \$24,000.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,529,843	815,144	505,569	550,000	550,000	550,000	550,000	250,000	2,450,000	8,794,987
	<u>5,529,843</u>	<u>815,144</u>	<u>505,569</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>	<u>250,000</u>	<u>2,450,000</u>	<u>8,794,987</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Courthouse Renovations

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086027</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

### Project Description/Justification

This project funds small renovations in the Leon County Courthouse building.

### Strategic Initiative

N/A

### Financial Summary

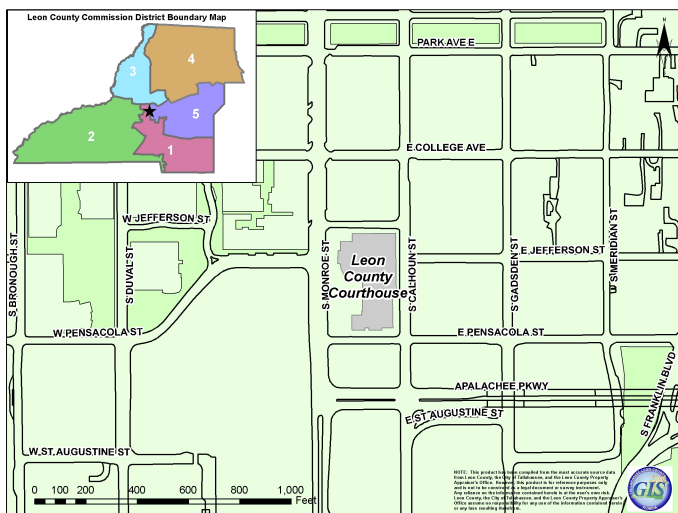
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,044,969	709,735	77,323	130,000	40,000	40,000	40,000	40,000	290,000	4,044,704
	<u>3,044,969</u>	<u>709,735</u>	<u>77,323</u>	<u>130,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>290,000</u>	<u>4,044,704</u>

### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security, technology and equipment & furnishings costs 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



Leon County Courthouse

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Courthouse Security

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086016</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

### 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, access controls (door swipes), Network Video Recorders (NVRs) and DVRs.

FY 2023 – FY 2027: Upgrade various access controls and cameras in the courthouse.

### Strategic Initiative

N/A

### Financial Summary

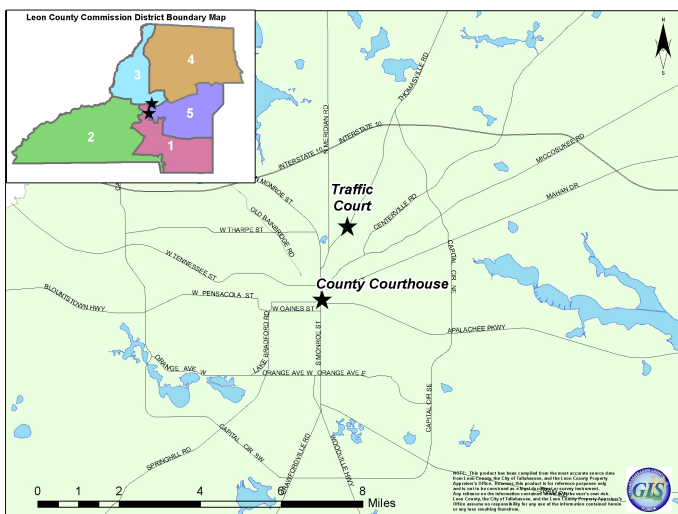
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	213,995	92,777	17,678	35,000	35,000	35,000	35,000	35,000	175,000	481,772
	213,995	92,777	17,678	35,000	35,000	35,000	35,000	35,000	175,000	481,772

### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security, technology and equipment & furnishings costs 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Courtroom Minor Renovations

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2, G5</b>

### Project Description/Justification

This project is a five-year plan for items such as: bench replacements, cosmetic upgrades, reupholstering jury chairs, new attorney tables, witness stands, minor office renovations, and restroom alterations for courtrooms.

Project Schedule:

FY 2023 - FY 2027: This budget is for various courtroom furnishings, paint, carpet, and jury chairs. The project also includes other minor renovations, such as redesign of various courtrooms.

### Strategic Initiative

N/A

### Financial Summary

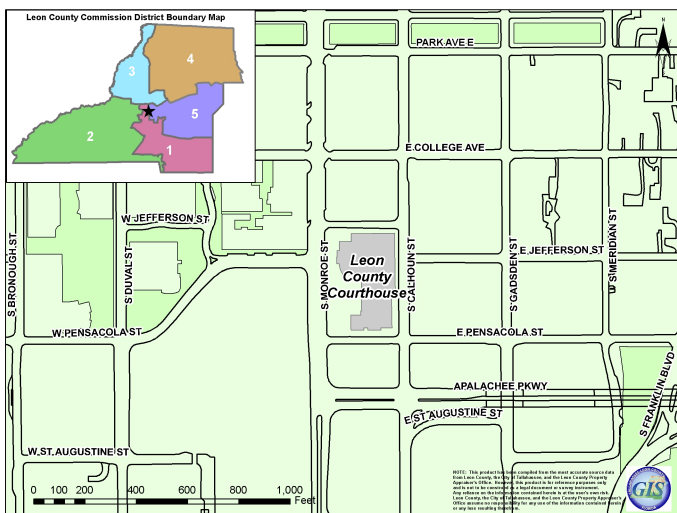
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	869,533	130,794	106,191	60,000	60,000	60,000	60,000	60,000	300,000	1,300,327
	869,533	130,794	106,191	60,000	60,000	60,000	60,000	60,000	300,000	1,300,327

### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security and equipment & furnishings costs 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



Courtroom Minor Renovations

# LEON COUNTY FISCAL YEAR 2023 - 2027 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 Priority: **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 outyear budgets (FY 2023 - FY 2027) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms. Also included are copier hardware costs that Counties are required to cover under Article V state court funding requirements.

### Strategic Initiative

N/A

### Financial Summary

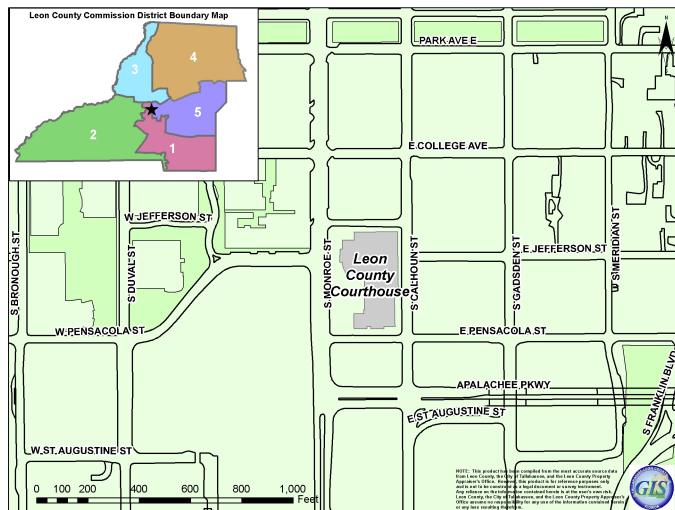
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,617,305	104,664	54,592	131,320	131,320	131,320	131,320	131,320	656,600	2,378,569
	<u>1,617,305</u>	<u>104,664</u>	<u>54,592</u>	<u>131,320</u>	<u>131,320</u>	<u>131,320</u>	<u>131,320</u>	<u>131,320</u>	<u>656,600</u>	<u>2,378,569</u>

### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security and equipment & furnishings costs 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



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» E-Filing System for Court Documents

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076063</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G1</b>

#### 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. Implementation of the 8th Circuit's judge case management system (ICMS) as a replacement to aiSmartbench is in progress. Testing is anticipated in FY 2023 and development of an interface of ICMS to the Justice Information System (JIS) should be completed. Outyear funding is allocated for software maintenance.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	44,685	335,182	39,631	125,000	125,000	125,000	125,000	125,000	625,000	1,004,867
	<u>44,685</u>	<u>335,182</u>	<u>39,631</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>625,000</u>	<u>1,004,867</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. Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security, technology and equipment & furnishings costs 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

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Financial Hardware and Software

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2, G4</b>

#### Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	739,539	74,628	55,954	64,000	44,570	45,157	45,762	46,385	245,874	1,060,041
	<u>739,539</u>	<u>74,628</u>	<u>55,954</u>	<u>64,000</u>	<u>44,570</u>	<u>45,157</u>	<u>45,762</u>	<u>46,385</u>	<u>245,874</u>	<u>1,060,041</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Fleet Management Shop Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026010</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

### Project Description/Justification

This project is for the purchase and replacement of Fleet Management Shop equipment. FY 2023 includes front alignment equipment to perform this service in-house which will save \$70-\$150 per alignment and provides additional efficiency by reducing man hours required to transport vehicles to external shops.

The following equipment is expected to be replaced FY 2023 - FY 2026:

FY 2023:

- Wheel alignment machine and rack

FY 2024:

- Brake Lathe
- Miscellaneous hand tools

FY 2025:

- (2) 30 Ton Equipment Lifts

FY 2026:

- Tire Changer
- Tire and Wheel Balancer

### Strategic Initiative

N/A

### Financial Summary

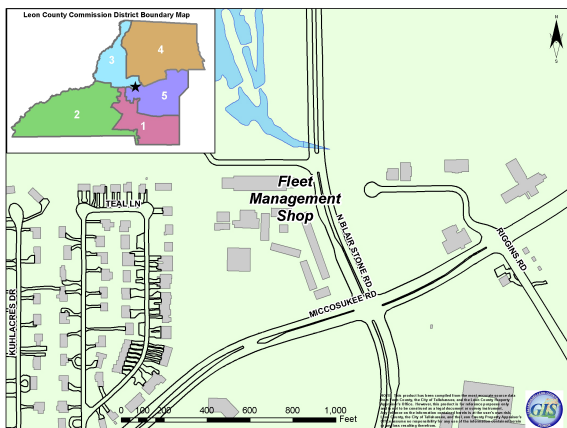
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	292,170	36,500	0	46,000	18,700	46,500	38,700	0	149,900	478,570
	292,170	36,500	0	46,000	18,700	46,500	38,700	0	149,900	478,570

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Fleet Management Shop

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» General Vehicle & Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2, EN4</b>

#### 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 \$73,500 in surplus sales. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles, and as part of the County's plan to utilize ARPA funds for capital improvement projects, \$846,000 in ARPA funding was advanced funded in FY 2022 to support the following FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Facilities	2000 Ford F-350	90,180	\$42,540	\$24,406	\$50,000
Mosquito Control	2004 Ford F-150	106,568	\$20,000	\$16,161	\$30,000
Mosquito Control	2005 Ford F-150	90,656	\$20,000	\$16,639	\$50,000
Facilities	2006 Ford F-250	119,790	\$29,102	\$23,098	\$55,000
Mosquito Control	2007 Ford F-150	109,347	\$20,000	\$12,195	\$50,000
Parks and Recreation	2005 GMC Sierra	95,589	\$20,200	\$18,029	\$50,000
Parks and Recreation	2006 Ford F-150	58,023	\$19,717	\$12,297	\$50,000
Parks and Recreation	2006 Rino Mower	N/A	\$17,950	\$18,162	\$35,000
Parks and Recreation	2007 Ford F-150	129,526	\$22,464	\$18,060	\$50,000
Parks and Recreation	2008 Ford F-150	58,775	\$21,506	\$24,498	\$50,000
MIS	2008 Ford Escape	58,048	\$17,741	\$10,489	\$50,000
Parks and Recreation	2009 Bobcat UTV	1,636	\$9,009	\$10,946	\$25,000
DSEM	2009 Toyota Highlander	85,046	\$34,135	\$4,562	\$45,000
Animal Control	2010 Ford F-450	156,205	\$51,035	\$36,497	\$90,000
Facilities	2011 Ford F-250	140,114	\$24,200	\$18,705	\$58,000
Facilities	2014 John Deere UTV	2,372	\$9,716	\$7,244	\$18,000
Animal Control	2014 Ford F-350 4x4	148,999	\$70,000	\$16,696	\$90,000

#### Strategic Initiative

Increase the number of fully electric vehicles in the County's fleet by 500%. (I8)

#### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,451,791	1,523,089	112,318	0	1,021,000	1,040,000	1,054,000	1,008,000	4,123,000	11,097,880
	<u>5,451,791</u>	<u>1,523,089</u>	<u>112,318</u>	<u>0</u>	<u>1,021,000</u>	<u>1,040,000</u>	<u>1,054,000</u>	<u>1,008,000</u>	<u>4,123,000</u>	<u>11,097,880</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.

#### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### Justice Information System (JIS) Upgrade

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076065</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

This project creates a sinking fund for the upgrade of the County managed Justice Information System (JIS). JIS is a custom in-house program, that supports all facets of criminal data for multiple agencies. The current system is older and the software requires modernization to stay current with today's technologies. This system supports information for the courts and criminal justice system. The complex system supports all activities from Law Enforcement processes (such as warrants, arrest, jail management), Court processes (e.g. first appearance and court docketing), State Attorney tracking & processes, Public Defender tracking and processes, Clerk processes, and Probation and Pretrial Release. A comprehensive system includes extensive modules for each of these tenants. The budget establishes a sinking fund for the estimated costs outlined below:

Cost estimate:

Corrections/Detention licensing only: \$750,000-\$1,000,000

(includes corrections, attorney manager (SAO & PD), classification, biometric ID, mug shots, jail module, VINE, LiveScan)

Implementation: \$1,000,000

TOTAL: \$2,000,000

Clerk's Office licensing only: \$1,200,000-\$1,500,000

(includes case manager, API toolkit, document manager, batch scanning, eSignature, FCC connector for E-filing)

Implementation: \$1,500,000

TOTAL: \$3,000,000

NOTE: The Clerk has available funding that would also go toward this portion of the solution.

GRAND TOTAL (estimate): \$5,000,000

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	50,000	0	50,000	1,000,000	1,000,000	1,000,000	1,000,000	4,050,000	4,100,000
	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>50,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>4,050,000</u>	<u>4,100,000</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## 》》 L.I.F.E. Miccosukee Sense of Place

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091004</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q1, Q2, Q5</b>

### Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the One-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (L.I.F.E.) projects. L.I.F.E. projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding and will address Leon County's rural area basic infrastructure needs.

This initiative, which is a priority of the Board as reflected in Strategic Initiatives and the previous Five-year Strategic Plan, 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. Plans have been developed for the renovation of the Concord School building to create a new Community Center facility.

In May and June 2021, four public meetings were held in the Miccosukee community to receive community input on the plans for and development of the new Miccosukee Community Center and discuss the associated timetable. Community members shared the program needs as well as preferences for a community gathering space. Renovation plans were then created based on that input. In FY 2022, the County was awarded a Department of Economic Opportunity Community Development Block Grant Coronavirus (CDBG-CV) grant in the amount of \$3.6 million as well as a separate federal appropriation of \$1 million from the U.S. Department of Housing and Urban Development (HUD) to supplement the construction efforts the renovation.

### Strategic Initiative

### Financial Summary

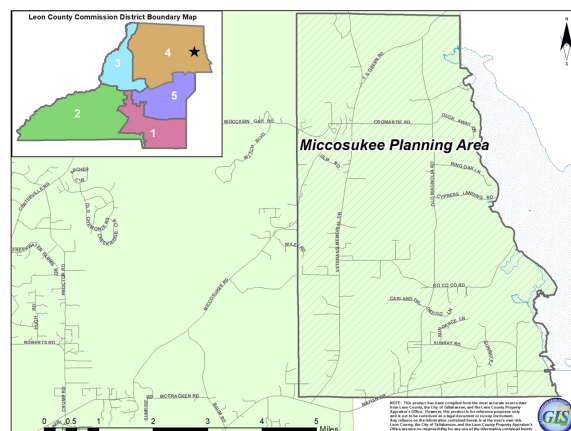
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	0	4,604,207	0	0	0	0	0	0	0	4,604,207
352 Sales Tax - Extension 2020 JPA Agreement	37,678	616,382	159,937	338,053	259,320	361,061	349,300	383,500	1,691,234	2,345,294
	<u>37,678</u>	<u>5,220,589</u>	<u>159,937</u>	<u>338,053</u>	<u>259,320</u>	<u>361,061</u>	<u>349,300</u>	<u>383,500</u>	<u>1,691,234</u>	<u>6,949,501</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Lake Jackson Town Center

Dept/Div: **Facilities Management**  
 Project #: **083002**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **Q5, EC1**

### Project Description/Justification

This project is for tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library, Community Center, and several third-party tenants.

### Strategic Initiative

N/A

### Financial Summary

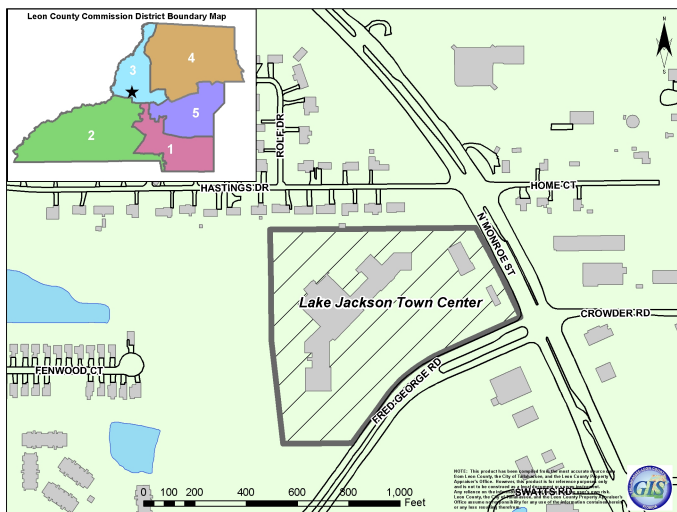
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	828,735	183,685	0	77,000	47,800	0	0	0	124,800	1,137,220
305 Capital Improvements	52,602	0	0	0	0	0	0	0	0	52,602
	<u>881,337</u>	<u>183,685</u>	<u>0</u>	<u>77,000</u>	<u>47,800</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>124,800</u>	<u>1,189,822</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Lake Jackson Town Center

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Large Application Refreshes and Upgrades

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076066</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

This project is for recurring large application upgrades and replacements to maintain the current infrastructure of the County and allow for current security patches to be applied. These currently include:

\$140,000 Infor Public Sector (Workorder system for Public Works & Big Blue Button application)

\$ 90,000 Faster (Fleet Management System)

\$ 45,000 Paradigm (Solid Waste)

\$ 15,000 AppXtender (county-wide)

\$ 15,000 PSI Capture (county-wide KOFAX replacement) an AI-Powered OCR Tool which will be used to streamline the capturing of metadata during document management processes.

This plan is based on a 3-year plan (\$300,000/3 = \$100,000/year) which will allow financing of the upgrades, with the ability to keep these applications current or replace them with new solutions, as needed.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	100,000	94,763	50,000	110,000	115,000	120,000	125,000	520,000	620,000
	<u>0</u>	<u>100,000</u>	<u>94,763</u>	<u>50,000</u>	<u>110,000</u>	<u>115,000</u>	<u>120,000</u>	<u>125,000</u>	<u>520,000</u>	<u>620,000</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »»» Leon County Government Annex

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086025</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EC1</b>

### Project Description/Justification

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building. 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. FY 2023 - FY 2027 funding is for general building maintenance and repairs.

### Strategic Initiative

N/A

### Financial Summary

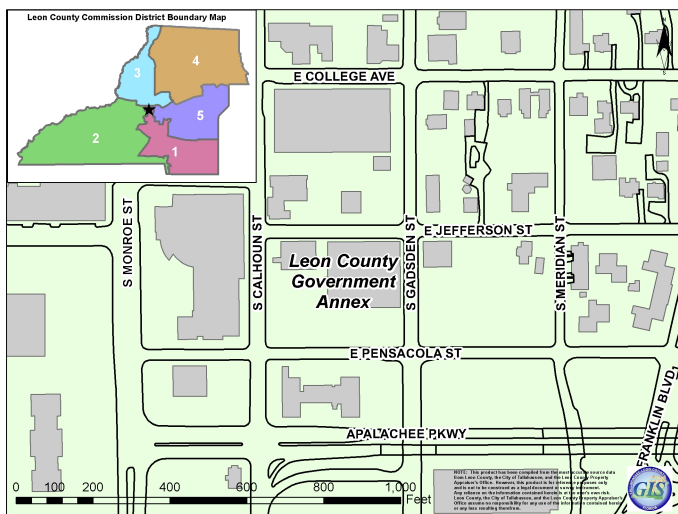
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
165 County Government Annex	6,787,114	1,210,033	259,479	150,000	150,000	150,000	150,000	0	600,000	8,597,147
305 Capital Improvements	622,134	0	0	0	0	0	0	0	0	622,134
	<b>7,409,248</b>	<b>1,210,033</b>	<b>259,479</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>600,000</b>	<b>9,219,281</b>

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Mobile Devices

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076042</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

**Project Description/Justification**

This project funds more 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. In addition, other mobile users also need access to applications from remote locations to perform their job efficiently. This can include remote printing and scanning peripherals.

**Strategic Initiative**

N/A

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	479,201	68,877	37,530	75,000	75,000	75,000	75,000	75,000	375,000	923,078
306 Transportation Improvements	246,748	0	0	0	0	0	0	0	0	246,748
	<u>725,949</u>	<u>68,877</u>	<u>37,530</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>375,000</u>	<u>1,169,826</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
305 Capital Improvements	15,914	16,391	16,883	17,389	17,911
	<u>15,914</u>	<u>16,391</u>	<u>16,883</u>	<u>17,389</u>	<u>17,911</u>

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 \$15,000.

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Public Defender Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076051</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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 STAC (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, allowing 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. The STAC portion of this project was moved from the OIT operating budget to this project to consolidate technology expenses for the Public Defender's Office. FY 2023 budget reflects technology costs and includes \$30,000 for technical support services.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	788,795	110,500	60,688	95,500	95,500	95,500	95,500	95,500	477,500	1,376,795
	<u>788,795</u>	<u>110,500</u>	<u>60,688</u>	<u>95,500</u>	<u>95,500</u>	<u>95,500</u>	<u>95,500</u>	<u>95,500</u>	<u>477,500</u>	<u>1,376,795</u>

#### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security, technology and equipment & furnishings costs 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

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Records Management

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076061</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Revised Project</b>	Strategic Priority:	<b>G1</b>

#### Project Description/Justification

This project is for email retention licenses for the County. FY 2023 reflects costs for maintaining Retain and implementing the new Jatheon solution. These solutions maintain emails and text messages for public records retention.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	428,849	0	0	205,000	135,000	137,550	140,177	142,882	760,609	1,189,458
	<u>428,849</u>	<u>0</u>	<u>0</u>	<u>205,000</u>	<u>135,000</u>	<u>137,550</u>	<u>140,177</u>	<u>142,882</u>	<u>760,609</u>	<u>1,189,458</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Remote Server Center (RSC) Improvements

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076067</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

The remote data center was a retrofit in 2003. Improvements to the current facility are needed or the option to move the infrastructure to Northwest Regional Data Center (NWRDC) which also achieves the best practice of having backups out of the region rather than having them in the same town.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	140,000	0	25,750	26,253	27,318	0	0	79,321	219,321
	0	140,000	0	25,750	26,253	27,318	0	0	79,321	219,321

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Serenity Cemetery Expansion

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091002</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q4</b>

### 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.

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 to include an additional 221 burial plots, and all main access roads were built. Funding in FY 2024 is for work including improvements to the site's drainage system, access roads, and fences for an additional 480 plots. Funding in FY 2025 will complete the remaining roadway, fencing, and clearing for the remaining 441 plots.

### Strategic Initiative

N/A

### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	0	0	0	190,000	190,000	0	0	380,000	380,000
	0	0	0	0	190,000	190,000	0	0	380,000	380,000

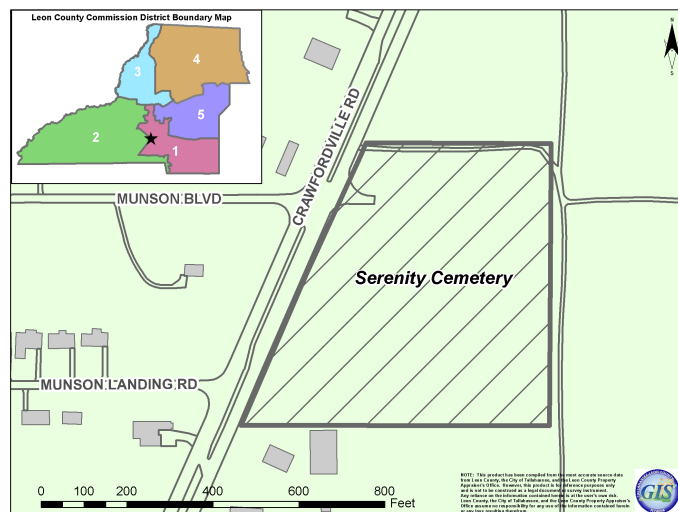
### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
123 Stormwater Utility	500	800	500	500	800
	<b>500</b>	<b>800</b>	<b>500</b>	<b>500</b>	<b>800</b>

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Solar Arrays on County Buildings

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086081</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3, EN4</b>

#### Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, an 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

Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5)  
Double solar power generation at County Facilities. (T6)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	69,968	80,032	29,586	50,000	50,000	50,000	50,000	50,000	250,000	400,000
	<u>69,968</u>	<u>80,032</u>	<u>29,586</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>400,000</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» State Attorney Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076047</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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 update JIS so others in the justice community have access to shared information. The STAC portion of this project was moved from the OIT operating budget to this project to consolidate technology expenses for the State Attorney's Office. FY 2023 budget reflects technology costs and includes \$60,000 for technical support services.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	837,847	158,215	111,071	138,860	138,715	138,715	138,715	138,715	693,720	1,689,782
	<u>837,847</u>	<u>158,215</u>	<u>111,071</u>	<u>138,860</u>	<u>138,715</u>	<u>138,715</u>	<u>138,715</u>	<u>138,715</u>	<u>693,720</u>	<u>1,689,782</u>

#### Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of facility improvements, maintenance, security, technology and equipment & furnishings costs 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

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Supervisor of Elections Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G3</b>

### Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support of its voter operations and elections. 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.

### Strategic Initiative

N/A

### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	736,012	83,933	69,739	50,000	50,000	50,000	50,000	50,000	250,000	1,069,945
	736,012	83,933	69,739	50,000	50,000	50,000	50,000	50,000	250,000	1,069,945

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Technology in Chambers

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076022</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Revised Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

This project supports the equipment maintenance & services related to the audio, video, and companion technologies in the Commission Chambers by establishing a budget to provide on-going regular upgrades to support all the technologies that provide live broadcasts to Comcast, streaming to various web services (such as Facebook Live, Roku, Amazon, Twitter, Youtube, and web etc.), the production lighting system, the sound system, and presentation system, as well as related services to support Commission meetings in the chamber.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	601,733	0	0	122,400	122,760	123,131	123,513	123,906	615,710	1,217,443
	<u>601,733</u>	<u>0</u>	<u>0</u>	<u>122,400</u>	<u>122,760</u>	<u>123,131</u>	<u>123,513</u>	<u>123,906</u>	<u>615,710</u>	<u>1,217,443</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »»» Tourism Building

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086065</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EC4</b>

### 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), previously located in the Historic Train Station building was 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. As part of the County's plan to utilize American Rescue Plan Act (ARPA) funds to support capital projects, \$1.1 million of ARPA funding was allocated in FY 2021. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with construction materials, \$800,000 in Tourism funding was advanced funded in FY 2022 to support the project. Construction started in Fall 2021 and is estimated to be completed in Fall 2022.

### Strategic Initiative

N/A

### Financial Summary

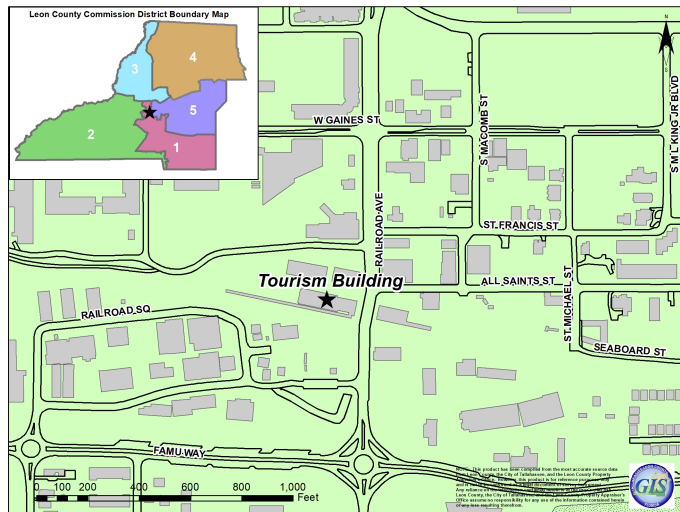
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
160 Tourism	498,055	4,443,413	1,162,419	0	0	0	0	0	0	4,941,468
	<u>498,055</u>	<u>4,443,413</u>	<u>1,162,419</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,941,468</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Future Site - Tourism Building "Welcome Center"

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» User Computer Upgrades

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076024</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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.

As part of the County's plan to utilize \$1.9 million of American Rescue Plan Act (ARPA) funds for the continuity of operations, funding was allocated in FY 2021 for the County to enhance remote working capabilities by acquiring and proactively deploying additional laptops, configured with secure virtual desktop capability, for use throughout the public health emergency. These funds were used for the acquisition of approximately 850 laptops, which includes 650 laptops to be deployed across County work areas and an additional 200 laptops to be deployed across the Constitutional and Judicial Offices. In addition, these new laptops and existing laptops owned by the County are enhanced with the new secured virtual desktop solution to provide additional security across these devices for remote working capabilities. As a result of the allocation of ARPA funding for the acquisition of laptops with fully remote capabilities, this project budget was reduced in FY 2021 and FY 2022 which reduced the number of replacement computers to be purchased and delayed a portion of the five-year replacement schedule by more than a year.

Beginning in FY 2021, to maintain the five-year PC replacement cycle, and facilitate preparedness when other natural disasters, fire, or other situations require staff to work remote, a plan was developed to migrate all Senior Management staff from PCs to tablets/laptops, followed by other key staff by deploying 50 devices at the time. These will be deployed in the place of a PC. Replacing staff tablets/laptops per year equates to an additional \$55,000 per year (total \$475,000) and will have all Senior Managers on mobile devices within four years. With the supplemental ARPA funds, the projected cost is an estimated \$300,000 per year.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	9,725,800	369,237	169,390	100,000	300,000	600,000	600,000	600,000	2,200,000	12,295,037
	<u>9,725,800</u>	<u>369,237</u>	<u>169,390</u>	<u>100,000</u>	<u>300,000</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>	<u>2,200,000</u>	<u>12,295,037</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 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 Priority:	G3

#### Project Description/Justification

This project is for the Supervisor of Elections non-voting machine equipment. This project 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

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	132,000	0	0	37,500	0	0	0	0	37,500	169,500
	<u>132,000</u>	<u>0</u>	<u>0</u>	<u>37,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>37,500</u>	<u>169,500</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Health &amp; Safety Overview

**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 2023 include the Sheriff Facilities Capital Maintenance, Emergency Medical Services Vehicle and Equipment, and the Public Safety Complex.

**Funding Sources**

Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 63% (\$390,000), Emergency Medical Services MSTU (Fund 135) funds 29% (\$183,000) and Sales Tax (Fund 308) funds 8% (\$48,654) of the Health & Safety capital improvement budget in FY 2023.

**Chart 25.6**  
FY 2023 Health & Safety Projects  
by Funding Source

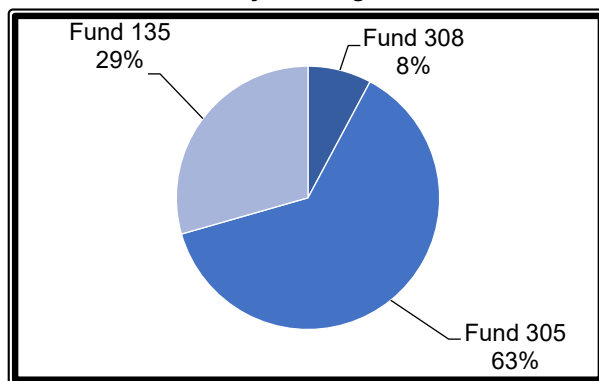
**Managing Divisions**

Table 25.11 shows Engineering Services, Fleet Management, and Facilities Management will each manage two projects for 86% of the Health & Safety projects. Management Information Services will manage a single project, which accounts for the remaining 14% of the Health & Safety projects.

**Table 25.11**  
FY 2023 Health & Safety Projects  
by Managing Division

Managing Division	# of Projects	FY 2023 Budget
Engineering Services	2	\$48,564
Fleet Management	2	\$108,000
Facilities Management	2	\$390,000
Management Information Services	1	\$75,000
<b>Total</b>	<b>7</b>	<b>\$621,564</b>

**Operating Budget Impacts**

Table 25.12 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 outyears that are affected by additional operating costs. These impacts are only estimates and subject to change.

**Table 25.12 Health & Safety Operating Budget Impacts**

Project	Project #	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate
New EMS Vehicles and Equipment	026021	\$38,760	\$38,760	\$38,760	\$38,760	\$38,760
<b>Total</b>		<b>\$38,760</b>	<b>\$38,760</b>	<b>\$38,760</b>	<b>\$38,760</b>	<b>\$38,760</b>



## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Health &amp; Safety Index

Page	Project	#	FY 2021 Life to Date	FY 2022 Adj Budget	FY 2023 Budget	FY23-FY27 Total	Project Total
25-66	Emergency Medical Services Technology	076058	\$415,901	\$31,950	\$75,000	\$270,000	\$717,851
25-67	EMS Vehicle & Equipment Replacement	026014	\$24,418,471	\$4,342,377	\$53,000	\$9,083,000	\$37,843,848
25-68	L.I.F.E. Fire Safety Infrastructure	091006	\$0	\$0	\$0	\$250,000	\$250,000
25-69	Medical Examiner Facility	086067	\$3,169,472	\$0	\$60,000	\$60,000	\$3,229,472
25-70	New EMS Vehicle & Equipment Replacement	026021	\$510,809	\$260,000	\$55,000	\$55,000	\$825,809
25-71	Public Safety Complex	096016	\$13,763,284	\$637,030	\$330,000	\$1,410,000	\$15,810,314
25-72	Sheriff Facilities Capital Maintenance	086031	\$22,278,349	\$8,602,130	\$48,564	\$11,364,564	\$42,245,043
<b>Health &amp; Safety Total</b>			<b>\$64,556,286</b>	<b>\$13,873,487</b>	<b>\$621,564</b>	<b>\$22,492,564</b>	<b>\$100,922,337</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Emergency Medical Services Technology

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076058</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division.

#### Strategic Initiative

(Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
135 Emergency Medical Services MSTU	415,901	31,950	5,389	75,000	55,000	55,000	55,000	30,000	270,000	717,851
	<u>415,901</u>	<u>31,950</u>	<u>5,389</u>	<u>75,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>30,000</u>	<u>270,000</u>	<u>717,851</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Emergency Medical Services Vehicles & Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026014</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### 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. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles, \$2,060,000 in Emergency Medical Services funding was advanced funded in FY 2022 to support the replacement of seven ambulances. The remaining \$53,000 will replace two UTVs. It is estimated that the vehicles/equipment being replaced will generate \$41,000 in surplus sales. The following is the FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMS	2015 Ford Horton Ambulance	161,000/17,200	\$172,920	\$83,561	\$290,000
EMS	2015 Ford Horton Ambulance	171,000/22,800	\$172,920	\$70,299	\$295,000
EMS	2015 Ford Horton Ambulance	175,300/23,000	\$172,920	\$64,547	\$295,000
EMS	2015 Ford Horton Ambulance	182,500/26,700	\$172,920	\$68,184	\$295,000
EMS	2015 Ford Horton Ambulance	167,500/26,100	\$172,920	\$70,071	\$295,000
EMS	2016 Ford Horton Ambulance	141,000/21,000	\$214,649	\$40,174	\$295,000
EMS	2016 Ford Horton Ambulance	125,000/18,000	\$214,649	\$35,511	\$295,000
EMS	2005 Club Car Carryall UTV	530	\$22,260	\$6,755	\$26,500
EMS	2005 Club Car Carryall UTV	500	\$22,260	\$9,078	\$26,500

#### Strategic Initiative

(Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)

#### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	24,418,471	4,342,377	633,465	53,000	2,190,000	2,285,000	2,285,000	2,270,000	9,083,000	37,843,848
	<u>24,418,471</u>	<u>4,342,377</u>	<u>633,465</u>	<u>53,000</u>	<u>2,190,000</u>	<u>2,285,000</u>	<u>2,285,000</u>	<u>2,270,000</u>	<u>9,083,000</u>	<u>37,843,848</u>

#### Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, vehicle and equipment requests are 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.

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Fire Safety Infrastructure

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### 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 (L.I.F.E.) projects. The L.I.F.E. projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. L.I.F.E. projects will address Leon County rural area basic infrastructure needs.

In February 2014, Leon County conducted a Workshop on Fire Safety Needs throughout 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 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 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.

The FY 2023 L.I.F.E. schedule includes funding of \$125,000 in FY 2026 and FY 2027. Planned FY 2023 funding was reallocated to Miccosukee Sense of Place to meet the \$850,000 required local match requirement for the federal appropriation. 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.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	125,000	125,000	250,000	250,000
	0	0	0	0	0	0	125,000	125,000	250,000	250,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Medical Examiner Facility

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086067</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Revised Project</b>	Strategic Priority:	<b>Q4</b>

### Project Description/Justification

This project renovated the former Mosquito Control/Animal Control building on Municipal Way for use as a Medical Examiner facility. The renovation was completed in FY 2019. Future funding needs are for the following:

FY 2023: Expand office due to changes in space needs for additional staffing including the planned hiring of a new Medical Examiner (\$60,000).

### Strategic Initiative

N/A

### Financial Summary

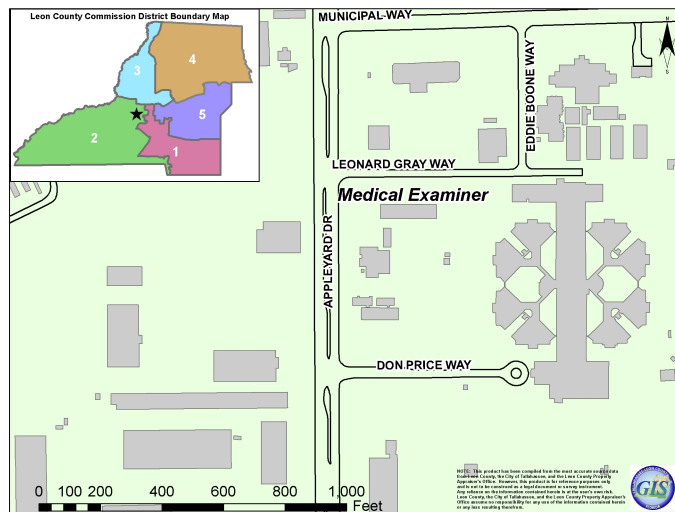
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,169,472	0	0	60,000	0	0	0	0	60,000	3,229,472
	<u>3,169,472</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>3,229,472</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» New Emergency Medical Services Vehicle & Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026021</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### Project Description/Justification

This project is for the purchase of one ambulance and equipment for a new Emergency Medical Services ambulance crew in FY 2023. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles, \$260,000 in Emergency Medical Services funding was advanced funded in FY 2022 to support the project. The remaining FY 2023 budget includes \$55,000 for a new shift supervisor vehicle.

#### Strategic Initiative

(Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2022-22)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
135 Emergency Medical Services MSTU	510,809	260,000	0	55,000	0	0	0	0	55,000	825,809
	<u>510,809</u>	<u>260,000</u>	<u>0</u>	<u>55,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,000</u>	<u>825,809</u>

#### Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, vehicle and equipment requests are 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

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
135 Emergency Medical Services MSTU	38,760	38,760	38,760	38,760	38,760
	<u>38,760</u>	<u>38,760</u>	<u>38,760</u>	<u>38,760</u>	<u>38,760</u>

Fuel, oil and vehicle insurance and vehicle repair costs associated with the new ambulance are included in the EMS FY 2023 operating budget.



# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## Public Safety Complex

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>096016</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

### Project Description/Justification

This project is for facility maintenance, repairs, upgrades, and technology needs of the Public Safety Complex. These costs are split 50/50 with the City of Tallahassee. Technology and facilities building projects include the following: replacement of video walls, replace in-row cooling units in the Data Center, replace and/or overhaul perimeter gates, and replacing the building switchgear.

### Strategic Initiative

N/A

### Financial Summary

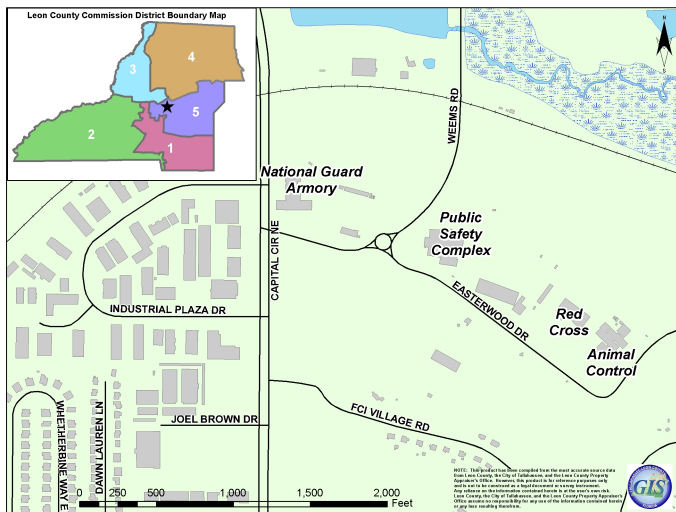
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	13,763,284	637,030	11,052	330,000	330,000	150,000	300,000	300,000	1,410,000	15,810,314
	13,763,284	637,030	11,052	330,000	330,000	150,000	300,000	300,000	1,410,000	15,810,314

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Sheriff Facilities Capital Maintenance

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086031</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

### Project Description/Justification

This project is for repair and maintenance of structures at the Leon County Sheriff Facilities including the Sheriff Administration Building, Evidence Building and the Detention Facility Complex. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with construction materials, and as part of the County's plan to utilize ARPA funds for capital improvement projects, \$3,616,406 in ARPA funding was advanced funded in FY 2022 to support the following planned construction, repairs and maintenance:

Project 086031	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Admin Building Renovations	100,000	100,000	100,000	100,000	100,000
Honeywell Fire System	70,000	80,000	90,000	-	-
Surveillance Cameras/Infrastructure	200,000	-	-	-	-
Exterior Window Openings (Exercise Decks)	200,000	200,000	200,000	200,000	-
Elevators (Jail)	450,000	800,000	800,000	800,000	400,000
Correction Officer Station Space Fortification	250,000	-	-	-	-
Detention Center Roof Phase II	-	750,000	550,000	550,000	550,000
Exterior Stairs	88,000	250,000	250,000	-	-
New Waterlines	200,000	400,000	400,000	400,000	400,000
Booking Counters	20,000	20,000	20,000	20,000	20,000
Evidence Building	1,000,000	-	-	-	-
Switch Gear	120,000	-	-	-	-
Fabricate Existing Chase Plates	32,000	32,000	-	-	-
Relace Lag Compressor	12,000	-	-	-	-
Suspended Scaffolding	40,000	-	-	-	-
Sliding Doors Replacement	207,000	234,000	-	-	-
HMGP Grant Match	246,970	-	-	-	-
Aviation Facility Renovation	-	-	-	-	350,000
Detention Center Kitchen Refurbish	-	-	200,000	200,000	-
Detention Center Hot Water Boiler Replacement	-	400,000	810,000	390,000	-
Inmate Bunk Bed Replacement	144,000	-	-	-	-
Gates Repair and Replacement	-	-	50,000	50,000	50,000
Dorm C Laundry Conversion	35,000	-	-	-	-
Detention Nurses Station Medical Records Reno	125,000	-	-	-	-
Dorm Storm Water Drainage Repairs	125,000	-	-	-	-
<b>Total</b>	<b>3,664,970</b>	<b>3,266,000</b>	<b>3,470,000</b>	<b>2,710,000</b>	<b>1,870,000</b>

### Strategic Initiative

N/A

### Financial Summary

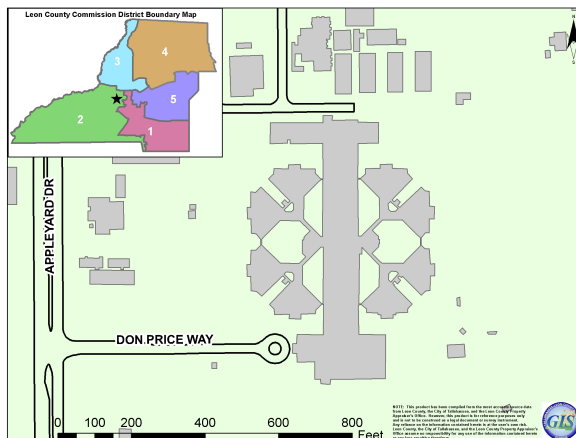
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	17,832,882	8,602,130	1,384,937	0	3,216,950	3,420,460	2,659,964	1,819,464	11,116,838	37,551,850
308 Sales Tax	4,445,467	0	0	48,564	49,050	49,540	50,036	50,536	247,726	4,693,193
	<b>22,278,349</b>	<b>8,602,130</b>	<b>1,384,937</b>	<b>48,564</b>	<b>3,266,000</b>	<b>3,470,000</b>	<b>2,710,000</b>	<b>1,870,000</b>	<b>11,364,564</b>	<b>42,245,043</b>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Physical Environment Overview

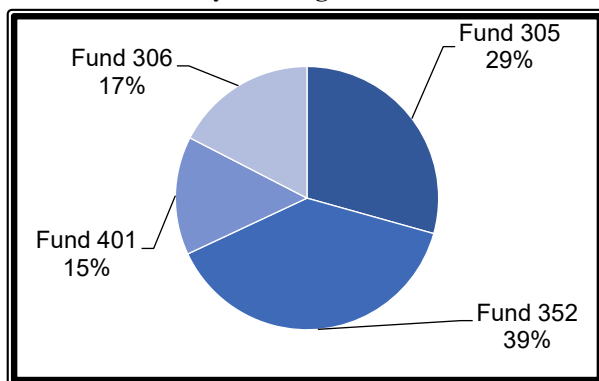
#### Overview

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 2023 include Stormwater Infrastructure Preventative Maintenance, GIS Incremental Basemap Update, Permitting Software Enhancements, Solid Waste Heavy Equipment and Transfer Station Heavy Equipment.

#### Funding Sources

Chart 25.7 illustrates that the Sales Tax Extension (Fund 352) funds 38% while the Capital Improvement (Fund 305) funds 29% (\$1,831,500) of the Physical Environment projects funded in FY 2023. Solid Waste Management (Fund 401) funds 14% (\$907,352). Gas Tax (Fund 306) accounts for 17% (\$1,088,000) of Physical Environment funding.

**Chart 25.7**  
FY 2023 Physical Environment Projects  
by Funding Source



#### Managing Divisions

Table 25.13 shows Engineering Services will manage the majority (40%) of the Physical Environment capital with ten projects. Fleet Management will manage five projects for a total of 20%. Solid Waste will manage four projects for 16%. Management Information Services and Public Works - Operations will each manage three projects, which accounts for the remaining 24% of the Physical Environment capital projects.

**Table 25.13**  
FY 2023 Physical Environment Projects  
by Managing Division

Managing Division	# of Projects	FY 2023 Budget
Engineering Services	10	\$1,778,107
Management Information Services	3	\$971,500
Fleet Management	5	\$756,500
Solid Waste	4	\$150,852
Public Works - Operations	3	\$2,585,000
<b>Total</b>	<b>25</b>	<b>\$6,241,959</b>

#### Operating Budget Impacts

There are no estimated impacts from Physical Environment projects on the operating budget for FY 2023.

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Physical Environment Index

Page	Project	#	FY 2021 Life to Date	FY 2022 Adj Budget	FY 2023 Budget	FY23-FY27 Total	Project Total
25-75	Baum Road Drainage Improvement	054011	\$64,265	\$1,103,005	\$0	\$0	\$1,167,270
25-76	Belair-Annawood Septic to Sewer	062007	\$2,908,673	\$2,495,716	\$0	\$0	\$5,404,389
25-77	Blueprint 2020 Water Quality & Stormwater	067003	\$0	\$0	\$2,125,000	\$10,625,000	\$10,625,000
25-78	Comprehensive Wastewater Treatment Project	062006	\$35,579	\$464,421	\$0	\$0	\$500,000
25-79	FDEP Springs Restoration Project	125- 927128	\$550,991	\$949,009	\$0	\$0	\$1,500,000
25-80	Fords Arm – Lexington Pond Retrofit	063005	\$7,062,893	\$445,173	\$0	\$800,000	\$8,308,066
25-81	Geographic Information Systems	076009	\$6,830,653	\$354,080	\$337,000	\$1,749,000	\$8,933,733
25-82	GIS Incremental Basemap Update	076060	\$4,574,920	\$312,759	\$298,500	\$1,492,500	\$6,380,179
25-83	Hazardous Waste Vehicle and Equipment Replacement	036042	\$43,057	\$34,500	\$0	\$130,000	\$207,557
25-84	Household Hazardous Waste Improvements	036019	\$510,174	\$68,266	\$0	\$230,000	\$808,440
25-85	Killearn Acres Flood Mitigation	064001	\$2,649,344	\$480,277	\$0	\$0	\$3,129,621
25-86	L.I.F.E. Stormwater and Flood Relief	091009	\$0	\$0	\$290,107	\$1,020,476	\$1,020,476
25-87	Lake Henrietta Renovation	061001	\$72,209	\$240,000	\$400,000	\$400,000	\$712,209
25-88	Landfill Closure	036043	\$3,002,573	\$7,924,032	\$0	\$0	\$10,926,605
25-89	Landfill Improvements	036002	\$3,288,112	\$46,426	\$0	\$300,000	\$3,634,538
25-90	NE Lake Munson Septic to Sewer	062008	\$740,411	\$13,116,490	\$0	\$0	\$13,856,901
25-91	Permit & Enforcement Tracking System	045007	\$1,694,801	\$737,203	\$336,000	\$1,550,044	\$3,982,048
25-92	Rural Waste Vehicle and Equipment Replacement	076015	\$970,204	\$0	\$214,000	\$914,000	\$1,884,204
25-93	Solid Waste Facility Heavy Equipment & Vehicle Replacement	036033	\$4,212,072	\$388,000	\$42,500	\$1,163,500	\$5,763,572
25-94	Stormwater Infrastructure Preventative Maintenance	036003	\$387,736	\$1,307,264	\$1,088,000	\$5,221,000	\$6,916,000
25-95	Stormwater Pond Repairs	067006	\$1,485,841	\$231,784	\$460,000	\$1,160,000	\$2,877,625
25-96	Stormwater Vehicle & Equipment Replacement	066026	\$7,444,133	\$846,000	\$0	\$4,349,000	\$12,639,133
25-97	Transfer Station Heavy Equipment Replacement	026004	\$4,056,414	\$165,000	\$500,000	\$2,185,000	\$6,406,414
25-98	Transfer Station Improvements	036010	\$1,732,746	\$854,748	\$150,852	\$754,260	\$3,341,754
25-99	Woodville Sewer Project	036023	\$1,797,132	\$9,721,599	\$0	\$0	\$11,518,731
<b>Physical Environment Total</b>			<b>\$56,114,933</b>	<b>\$42,285,752</b>	<b>\$6,241,959</b>	<b>\$34,043,780</b>	<b>\$132,444,465</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## 》》》 Baum Road Drainage Improvements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>054011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>Q3</b>

### 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. This project was planned for construction in FY 2021, however, due to COVID-19 and budget balancing strategies, this project was deferred until FY 2022. However, to bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, \$2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program of which \$926,000 was allocated for this project.

This project is funded in three stages that include:  
 (1) a feasibility study with community input (FY 2019 - FY 2020);  
 (2) design and permitting (FY 2022); followed by  
 (3) construction begins (FY 2023).

### Strategic Initiative

(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. (2022-16)

### Financial Summary

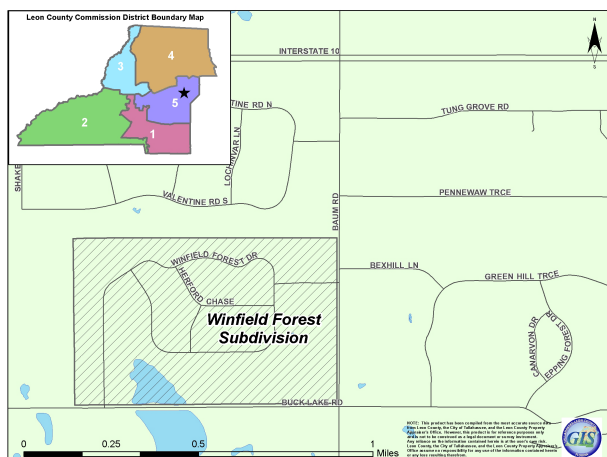
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	64,265	1,103,005	31,916	0	0	0	0	0	0	1,167,270
	<u>64,265</u>	<u>1,103,005</u>	<u>31,916</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,167,270</u>

### 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.

### Operating Budget Impact

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.



Baum Road

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Belair-Annawood Septic to Sewer

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>062007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1, EN2</b>

#### 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 the 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 for Annawood and a portion of Belair were initiated in mid FY 2018, and were completed during FY 2020, along with permitting and bids for construction. Construction for Annawood and Belair Phase 1 was completed in 2021. This project was 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.

The next phase of work was bid in Spring 2020, consisting of the entire Annawood area and Maxwell and W. Susan Drives in Belair. The remaining sewer installations are pending the necessary Right-of-Way acquisitions and additional grant funding. As part of the County's plan to utilize ARPA funds for infrastructure improvements, \$1.4 million in ARPA funding was allocated in FY 2021 to support the remaining cost for the project.

Annawood and Belair Phase 1 are complete.

#### Strategic Initiative

(EN1) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2022-11)

(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. (2022-16)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	1,704,900	492,719	67,847	0	0	0	0	0	0	2,197,619
137 American Rescue Plan Act (ARPA)	0	1,444,000	0	0	0	0	0	0	0	1,444,000
305 Capital Improvements	1,203,773	558,997	248,093	0	0	0	0	0	0	1,762,770
	<u>2,908,673</u>	<u>2,495,716</u>	<u>315,940</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,404,389</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Blueprint 2020 Water Quality & Stormwater

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1</b>

#### 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. This allocation of \$85 million is for water quality and stormwater funding (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension. A total of \$42.5 million is set-aside for water quality protection and stormwater mitigation in Leon County, or an estimated \$2,125,000 per year. Over the next five years, these funds are dedicated as state match funds for sewer projects.

Local match funds will be required for construction of the Woodville Central Sewer System. The Design RFP was released on 2/2/2018, and the actual design started in February 2019 following grant scope modification. Per the preliminary project schedule, the Phase 1A final design has been completed and the bid solicitation is under development with construction anticipated to start in late 2022. Additional phases will be completed in FY 2023 to FY 2026. The Board also directed staff to continue to seek future Springs Restoration grant funds for the Northeast Lake Munson (\$2.75 million match) and the Annawood/Belair areas (\$1.75 million match).

On February 13, 2018, the Board accepted the grant from the springs restoration grant program for Northeast Lake Munson and BelairAnnawood sewer system projects. The design services for Belair and Annawood started in April 2018 using Engineering Continuing Supply contractors. The design services for Northeast Lake Munson were obtained through an RFP and began in February 2019. For cash flow purposes, the local match for these projects was initially cashed advanced by the County through the capital reserves and will be repaid by the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The County has advance funded \$6 million towards sewer projects, and finished the payback of these funds in FY 2022.

Additional phases of the Woodville Sewer project and septic system upgrades are anticipated to require a local match of \$19.3 million, for a total of \$25.3 million. The local match for these future water quality grants is anticipated to be made through the County's share of the Blueprint 2020 funds and would be allocated as part of future annual budget processes.

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	2,125,000	2,125,000	2,125,000	2,125,000	2,125,000	10,625,000	10,625,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>10,625,000</u>	<u>10,625,000</u>

#### Policy/Comprehensive Plan Information

Sales Tax Extension Referendum; Board Strategic Initiative: Environmental - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan including consideration for funding through the Sales Tax Extension; and 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Comprehensive Wastewater Treatment Project

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>062006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1, EN2</b>

#### 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. The project kickoff meeting was held in November 2019. Public engagement, including a virtual meeting, was held on the first three tasks for the Study in August 2021. Additional public engagement will commence in Summer FY 2022 prior to submitting the plan to the Board for review.

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	35,579	464,421	184,388	0	0	0	0	0	0	500,000
	<u>35,579</u>	<u>464,421</u>	<u>184,388</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

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» FDEP Springs Restoration Project

Dept/Div:	<b>Grants Public Works</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>927128</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1, EN2</b>

### 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 is on the Wilkinson Woods neighborhood, northeast of the Woodville Rural Community. System installation began in Summer 2020. More than 43 systems have been replaced to date.

### Strategic Initiative

(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. (2022-16)

### Financial Summary

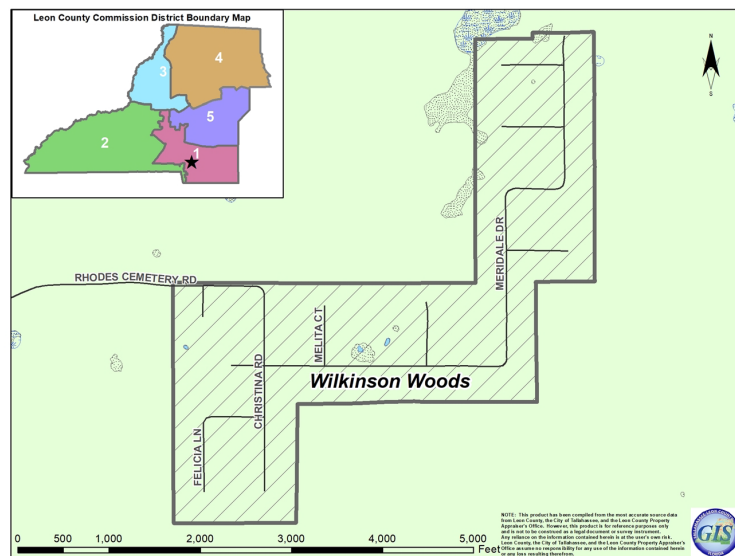
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	550,991	949,009	293,101	0	0	0	0	0	0	1,500,000
	550,991	949,009	293,101	0	0	0	0	0	0	1,500,000

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Fords Arm - Lexington Pond Retrofit

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>063005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1, EN2</b>

#### 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 Fords 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 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. Construction of Linene Woods Phase I between Hunter's Crossing subdivision and the wetland north of John Hancock was completed in FY 2020. The Meridian Road crossing was completed in FY 2021. Linene Woods Phase II-A between Dartmoor Drive and Lakeshore Drive is ongoing and pending acquisition of the project easement. The Timberlane Road upgrade is anticipated to begin in FY 2023. Funding in FY 2024 is for the design and the \$600,000 in FY 2025 is allocated for construction of Linene Woods Phase II-B.

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	200,000	0	0	0	0	0	0	0	0	200,000
305 Capital Improvements	2,170	220,051	0	0	200,000	600,000	0	0	800,000	1,022,221
309 Sales Tax - Extension	6,860,723	225,122	32,077	0	0	0	0	0	0	7,085,845
	<u>7,062,893</u>	<u>445,173</u>	<u>32,077</u>	<u>0</u>	<u>200,000</u>	<u>600,000</u>	<u>0</u>	<u>0</u>	<u>800,000</u>	<u>8,308,066</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.

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 roads during heavy storms.



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Geographic Information Systems

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076009</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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:

\$81,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. For FY 2023 the ESRI ELA cost increase of \$58,000 is expected and is reflected in outyear budgets (this will be split with COT). 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.

\$90,000 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.

\$81,000 ESRI services for COT electric utility outage map- (100% repayment from City)

\$30,000 ESRI services for shared interlocal projects.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	6,830,653	354,080	183,500	337,000	356,000	356,000	350,000	350,000	1,749,000	8,933,733
	<u>6,830,653</u>	<u>354,080</u>	<u>183,500</u>	<u>337,000</u>	<u>356,000</u>	<u>356,000</u>	<u>350,000</u>	<u>350,000</u>	<u>1,749,000</u>	<u>8,933,733</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» GIS Incremental Basemap Update

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076060</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### 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 was completed in FY 2019. Final compilation of all deliverable products was completed in FY 2020 and the planning for the next flyover will be determined for FY 2023.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	4,574,920	312,759	240,009	298,500	298,500	298,500	298,500	298,500	1,492,500	6,380,179
	<u>4,574,920</u>	<u>312,759</u>	<u>240,009</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>6,380,179</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## 》》》 Hazardous Waste Vehicle and Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036042</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3, EN4</b>

### Project Description/Justification

This project is for the replacement of Hazardous Waste vehicles and equipment. Outyear funding is to replace a forklift and an Ford F-250 crew cab.

### Strategic Initiative

N/A

### Financial Summary

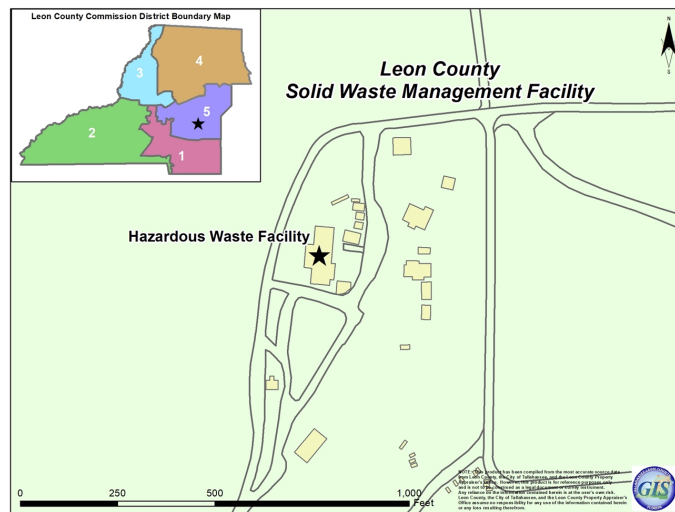
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	43,057	34,500	0	0	60,000	70,000	0	0	130,000	207,557
	43,057	34,500	0	0	60,000	70,000	0	0	130,000	207,557

### 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

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Household Hazardous Waste Improvements

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036019</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3</b>

### Project Description/Justification

This project provides funds for ongoing maintenance, repairs and improvement of the Household Hazardous Waste Center at the Solid Waste Management Facility.

On May 12, 2015, the Board approved closing the landfill at the Solid Waste Management Facility on Apalachee Parkway in order to complete the Master Plan for Apalachee Regional Park. However, Hazardous Waste activities will continue at the location until Landfill closure construction is complete. Design for the relocation will begin in FY 2027.

### Strategic Initiative

Divert 3 million pounds of household hazardous waste from the landfill (17)

### Financial Summary

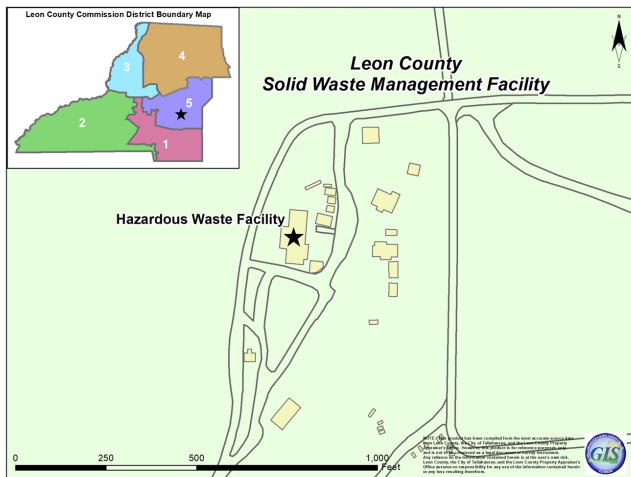
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	510,174	68,266	0	0	0	0	150,000	80,000	230,000	808,440
	<u>510,174</u>	<u>68,266</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,000</u>	<u>80,000</u>	<u>230,000</u>	<u>808,440</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Leon County Hazardous Waste Center

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Killearn Acres Flood Mitigation

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>Yes</b>
Project #:	<b>064001</b>	Capital Improvement:	<b>Stormwater</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1</b>

### 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 170 residential properties, while 110 parcels were added to the floodplain to reflect field conditions. The preliminary map was reviewed in house and by FEMA. Public notice of the changes will be posted for owner review prior to FEMA adoption.

After adoption of the revised floodplain, information will be submitted to FEMA to ensure the maps accurately reflect site specific conditions that may not have been adequately represented due to limitations from the scale of the map.

### Strategic Initiative

N/A

### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,649,344	480,277	0	0	0	0	0	0	0	3,129,621
	<u>2,649,344</u>	<u>480,277</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,129,621</u>

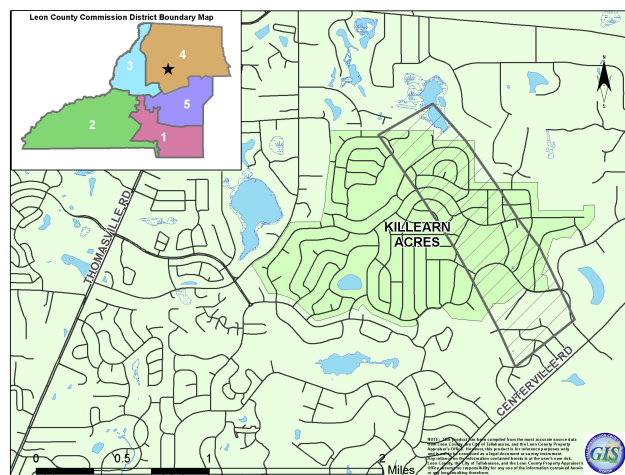
### Policy/Comprehensive Plan Information

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Stormwater and Flood Relief

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091009</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1</b>

#### 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. This budget is to fix a long-standing flooding issues 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. This project would elevate the roadway and excavate compensating volume to eliminate the overtopping. Consistent with the five year L.I.F.E. Program schedules, FY 2023 funding will address the preliminary design for Benjamin Chaires Road and outyear funding is for 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.

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	290,107	275,000	205,369	125,000	125,000	1,020,476	1,020,476
	0	0	0	290,107	275,000	205,369	125,000	125,000	1,020,476	1,020,476

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Sand bags for flood relief

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Lake Henrietta Renovation

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>Yes</b>
Project #:	<b>061001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1</b>

### Project Description/Justification

This project involves the major restoration of the 21-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. Funding was requested as part of a legislative federal appropriation request to support design and permitting, hydraulic dredging, and hauling and disposal of approximately 20,000 cubic yards of sediment. In March of 2022, the County was notified it was approved for a federal FY 2022 appropriation of \$1.6 million with a local match of \$400,000 which has been budgeted in FY 2023. A grant agreement is expected to be executed in Winter 2022.

The project is divided into three phases: Phase 1 - Property acquisition of spoils handling site; Phase 2 - design and permitting of adjacent spoil handling site (FY 2022); followed by Phase 3 - hydraulic dredging and disposal off-site (FY 2023).

### Strategic Initiative

(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. (2022-16)

### Financial Summary

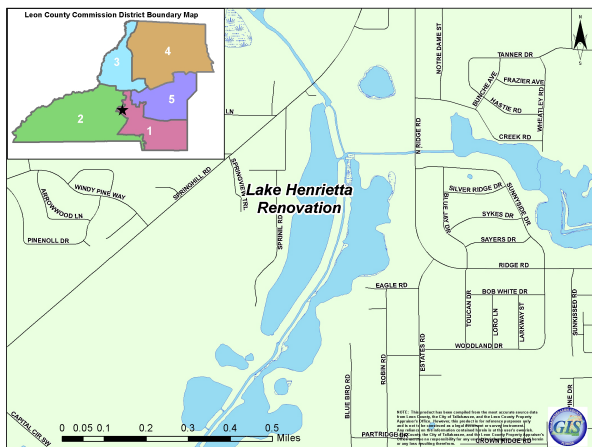
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	240,000	0	400,000	0	0	0	0	400,000	640,000
309 Sales Tax - Extension	72,209	0	0	0	0	0	0	0	0	72,209
	<u>72,209</u>	<u>240,000</u>	<u>0</u>	<u>400,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>400,000</u>	<u>712,209</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.



Anita L. Davis Preserve at Lake Henrietta Park

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Landfill Closure

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036043</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN3</b>

### 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. Household Hazardous Waste, Yard Waste, and other activities will continue at the location. Landfill Closure Quality Construction Assurance will continue to be provided throughout the final closure process. The remaining site will be converted and become 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 was completed in March 2018. Phase II construction was suspended in September 2019 to ensure the landfill was being closed in the most environmentally sensitive manner. A redesign for the Landfill closure commenced in February 2020. A new RFP for Solid Waste Management Professional Services, including the Landfill Closure Design Evaluation and Finalization, was awarded in early 2022. Following this award, alternative redesign options are to be evaluated for implementation.

### Strategic Initiative

N/A

### Financial Summary

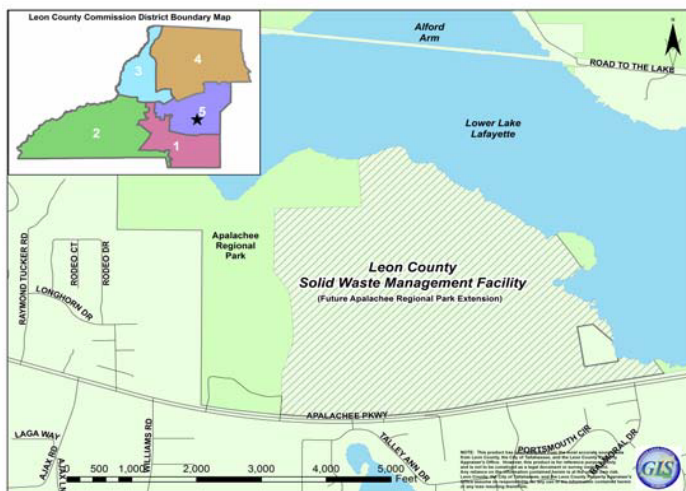
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,002,573	7,924,032	150	0	0	0	0	0	0	10,926,605
	<u>3,002,573</u>	<u>7,924,032</u>	<u>150</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,926,605</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Landfill Improvements

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036002</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3</b>

### 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, 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. Two Leachate Pump Stations need replacing post closure (FY 2024) for \$300,000.

### Strategic Initiative

N/A

### Financial Summary

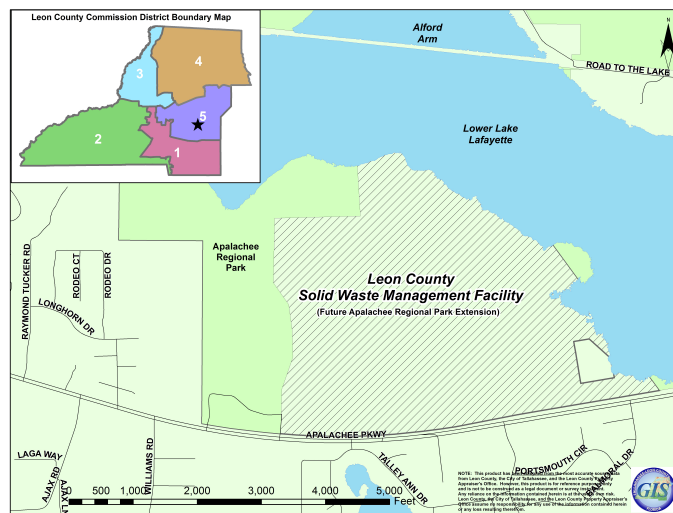
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,288,112	46,426	28,820	0	300,000	0	0	0	300,000	3,634,538
	<u>3,288,112</u>	<u>46,426</u>	<u>28,820</u>	<u>0</u>	<u>300,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>300,000</u>	<u>3,634,538</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» NE Lake Munson Septic to Sewer

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>062008</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1, EN2</b>

#### 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 the 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. 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. The utility easement of the private roads and the pump station site acquisition is anticipated to be completed in June 2022. The final engineering design and permitting process is anticipated to be completed in FY 2022. Construction is anticipated to begin in December 2022.

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. Based on the 60% design document, the overall project estimate increased from \$5.5 million to \$9.2 million. A grant amendment with FDEP to increase the grant award by an additional \$3,700,000 was approved by the Board in September 2020. The grant required a 50% match from the County. As part of the County's plan to utilize ARPA funds for infrastructure improvements, \$6.5 million in funding was allocated in FY 2021 to support the remaining cost for the project.

#### Strategic Initiative

(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. (2022-16)  
Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	737,244	3,869,590	305,976	0	0	0	0	0	0	4,606,834
137 American Rescue Plan Act (ARPA)	0	6,500,000	0	0	0	0	0	0	0	6,500,000
305 Capital Improvements	3,167	2,746,900	0	0	0	0	0	0	0	2,750,067
	<u>740,411</u>	<u>13,116,490</u>	<u>305,976</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,856,901</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Permit & Enforcement Tracking System

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076015</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2</b>

#### Project Description/Justification

This project is for Accela licensing fees and system updates for the Permitting and Enforcement & Tracking System (PETS). The web-based PETS system with Accela replaced the County's previous Accela permitting system in FY 2017.

FY 2023 activities include:  
 \$200,000 - Accela license renewals,  
 \$120,000 - DigEplan  
 \$16,000 - Selectron renewal increase

Outyear funding is for Accela annual license renewals and 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 and allow for online submissions.

#### Strategic Initiative

Offer 100% online permitting for licensed contractors, engineers, and architects. (I15)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,694,801	737,203	376,422	336,000	281,800	295,890	310,685	325,669	1,550,044	3,982,048
	<u>1,694,801</u>	<u>737,203</u>	<u>376,422</u>	<u>336,000</u>	<u>281,800</u>	<u>295,890</u>	<u>310,685</u>	<u>325,669</u>	<u>1,550,044</u>	<u>3,982,048</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Rural Waste Vehicle and Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036033</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3, EN4</b>

### 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. It is estimated that the vehicles/equipment being replaced will generate \$19,000 in surplus sales. The following is the FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Rural Waste	2015 Mack Roll-off	154,054	\$169,965	\$74,095	\$195,000
Rural Waste	2010 John Deere Mower	667	\$8,138	\$3,270	\$19,000

### Strategic Initiative

Increase the number of fully electric vehicles in the County’s fleet by 500%. (I8)

### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	970,204	0	0	214,000	270,000	305,000	15,000	110,000	914,000	1,884,204
	970,204	0	0	214,000	270,000	305,000	15,000	110,000	914,000	1,884,204

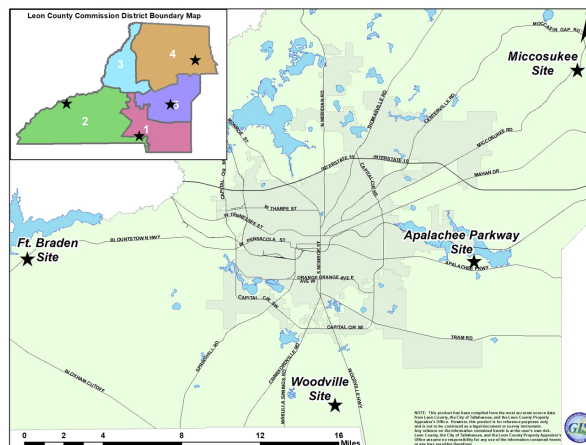
### Policy/Comprehensive Plan Information

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.

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Solid Waste Facility Heavy Equipment & Vehicle Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN3, EN4</b>

### 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 outyears adjusted accordingly; however, moving 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 \$19,000 in surplus sales. The following is the FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Solid Waste Management Facility	1998 Anderson Trailer	N/A	\$2,450	\$5,506	\$4,500
Solid Waste Management Facility	2019 Riding Mower	N/A	\$15,000	\$8,447	\$19,000
Solid Waste Management Facility	2019 Riding Mower	N/A	\$15,000	\$8,700	\$19,000

### Strategic Initiative

Increase the number of fully electric vehicles in the County’s fleet by 500%. (I8)

### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,212,072	388,000	190,900	42,500	155,000	275,000	270,000	421,000	1,163,500	5,763,572
	4,212,072	388,000	190,900	42,500	155,000	275,000	270,000	421,000	1,163,500	5,763,572

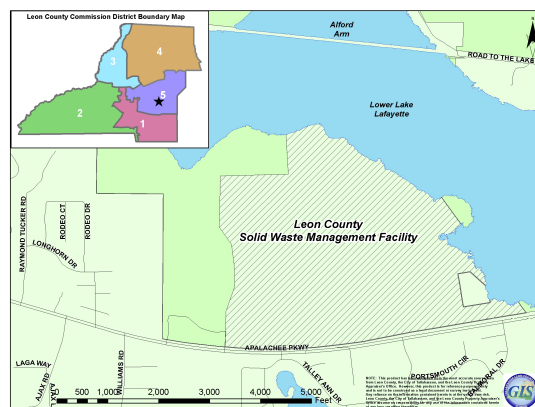
### Policy/Comprehensive Plan Information

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.

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Stormwater Infrastructure Preventative Maintenance

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1</b>

#### 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 was conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure.

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. Due to COVID-19 and implemented budget balancing strategies, this project was deferred until Fall 2021. The construction bid was awarded in October 2021, however due to the materials supply shortage, the construction started on Spring 2022 and was completed in July 2022.

FY 2023 includes funding for construction of Old Plank Road at Chicken Branch Crossing and design for Antlers Subdivision. FY 2024 includes construction for Antlers Subdivision. Future projects include improvements on Old Magnolia at Panther Creek, Capitola Road, Black Creek Crossing on Miccosukee Road, and Sandstone Ranch Subdivision. These projects will be prioritized based on funding availability. Additional projects will continue to be identified for future funding.

Completed Projects:  
Veterans Memorial Drive  
Kinhega Drive

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	387,736	462,264	436,802	0	0	0	0	0	0	850,000
306 Transportation Improvements	0	845,000	543,685	1,088,000	1,733,000	800,000	800,000	800,000	5,221,000	6,066,000
	<u>387,736</u>	<u>1,307,264</u>	<u>980,487</u>	<u>1,088,000</u>	<u>1,733,000</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>	<u>5,221,000</u>	<u>6,916,000</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Stormwater Pond Repairs

Dept/Div:	<b>Public Works - Operations</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066026</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN1</b>

#### 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. Additional funding is included in FY 2023 (\$200,000) to complete the reconstruction of Faulk Drive Stormwater Pond. Due to continuous failures of the View Point Pond drainage system, funding is allocated in FY 2023 (\$160,000) for design and FY 2024 (\$300,000) for the reconstruction.

#### Strategic Initiative

(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. (2022-16)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,485,841	231,784	48,049	460,000	400,000	100,000	100,000	100,000	1,160,000	2,877,625
	<u>1,485,841</u>	<u>231,784</u>	<u>48,049</u>	<u>460,000</u>	<u>400,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>1,160,000</u>	<u>2,877,625</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



Stormwater Pond Repairs

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Stormwater Vehicle & Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026004</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3, EN1, E</b>

#### 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 \$50,500 in surplus sales. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles, and as part of the County's plan to utilize ARPA funds for capital improvement projects, \$378,000 in ARPA funding was advanced funded in FY 2022 to support the following FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	Anderson Trailer	N/A	\$1,495	\$4,460	\$4,000
Operations	2005 Ford 4 Yard Dump Truck	81,320	\$63,185	\$48,260	\$135,000
Operations	2008 Exmark Mower	N/A	\$4,690	\$9,469	\$9,000
Operations	2008 Exmark Mower	N/A	\$4,690	\$5,692	\$9,000
Operations	2009 Exmark Mower	N/A	\$4,690	\$5,025	\$9,000
Operations	2009 Exmark Mower	N/A	\$4,690	\$5,511	\$9,000
Operations	2010 Sewer Flush Unit	500	\$62,519	\$43,146	\$68,000
Operations	2014 Vermeer Chipper	95	\$52,020	\$5,076	\$85,000
Operations	2015 GMC Sierra	126,846	\$25,860	\$9,824	\$50,000

#### Strategic Initiative

(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. (2022-16)

Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)

#### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,444,133	846,000	13,919	0	925,000	1,174,000	1,200,000	1,050,000	4,349,000	12,639,133
	7,444,133	846,000	13,919	0	925,000	1,174,000	1,200,000	1,050,000	4,349,000	12,639,133

#### 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

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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## Transfer Station Heavy Equipment Replacement

Dept/Div: **Fleet Management**      Comp Plan CIE Project: **N/A**  
 Project #: **036010**      Capital Improvement: **N/A**  
 Service Type: **Physical Environment**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Strategic Priority: **EN3, EN4**

### 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 \$118,500 in surplus sales. The following is the FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Transfer Station	2009 Bobcat UTV	512	\$10,148	\$6,346	\$20,000
Transfer Station	Superior Broom	N/A	\$57,500	\$46,225	\$80,000
Transfer Station	2006 Rosco Broom	N/A	\$380,000	N/A	\$400,000

### Strategic Initiative

Increase the number of fully electric vehicles in the County’s fleet by 500%. (T8)

### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,056,414	165,000	76,740	500,000	620,000	205,000	460,000	400,000	2,185,000	6,406,414
	4,056,414	165,000	76,740	500,000	620,000	205,000	460,000	400,000	2,185,000	6,406,414

### Policy/Comprehensive Plan Information

Florida Statutes Chapter 403

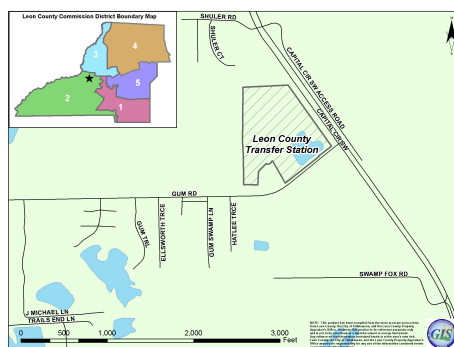
Florida Administrative Code Rule 62-701

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.



# LEON COUNTY FISCAL YEAR 2023 - 2027 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 Priority: **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.

The initial phase of work has been completed and consisted of the removal and replacement of the reinforced concrete drive aisle and associated leachate catchment features, along with the renewal of steel armor-plating of the push walls and ramp extension at the wash rack. The second phase is currently under design and will consist of reconstruction and milling and resurfacing of the exterior drive aisles.

### Strategic Initiative

N/A

### Financial Summary

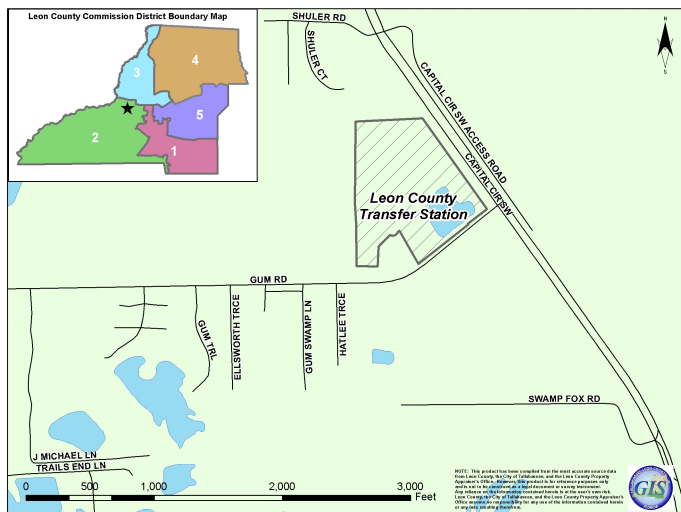
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
401 Solid Waste	1,732,746	854,748	359,566	150,852	150,852	150,852	150,852	150,852	754,260	3,341,754
	<u>1,732,746</u>	<u>854,748</u>	<u>359,566</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>3,341,754</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Woodville Sewer Project

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>062003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EN1, EN2</b>

#### 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 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 scope. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by providing central sewer service for the limited areas of 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 sewer collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The engineering design started in February 2019. The whole sewer project is divided into four Phases: 1A, 1B, 1C-1 and 1C-2 to spread out the construction costs and funding arrangement. The Woodville Sewer Phase 1A Design will be completed in May 2022 and the construction is anticipated to start in early FY 2023.

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. As part of the County's plan to utilize ARPA funds for infrastructure improvements, \$4.6 million in funding was allocated in FY 2021 to support the remaining cost for the project.

#### Strategic Initiative

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2)

#### Financial Summary

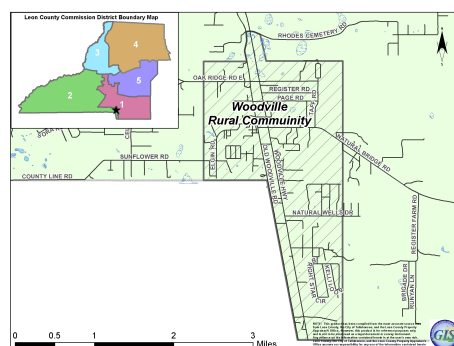
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	1,505,939	3,763,580	0	0	0	0	0	0	0	5,269,519
137 American Rescue Plan Act (ARPA)	0	4,656,000	0	0	0	0	0	0	0	4,656,000
305 Capital Improvements	291,193	1,302,019	173,712	0	0	0	0	0	0	1,593,212
	<b>1,797,132</b>	<b>9,721,599</b>	<b>173,712</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,518,731</b>

#### 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 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Transportation Overview

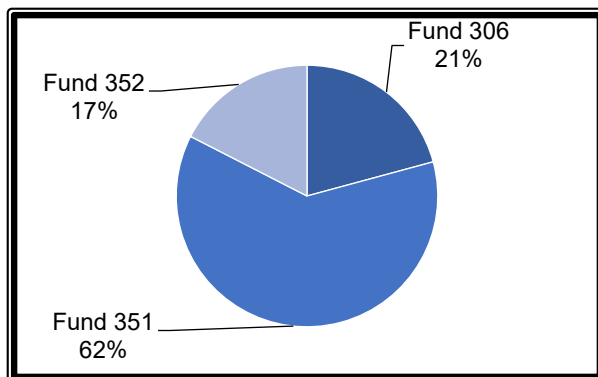
### Overview

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 2023 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Transportation and Stormwater Improvements, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

### Funding Sources

Chart 25.8 illustrates 62% or (\$5,211,700) of the Sales Tax Extension (Fund 351) funds the FY 2023 transportation budget. The Gas Tax (Fund 306) funds 21% (\$1,755,222) and Sales Tax Extension (Fund 352) funds the remaining 17% (\$1,475,000) for Blueprint JPA sidewalk projects and L.I.F.E. projects.

**Chart 25.8**  
FY 2023 Culture & Recreation Projects  
by Funding Source



### Managing Divisions

Table 25.14 shows Engineering Services will manage 76% of the FY 2023 Transportation capital improvement projects. Fleet Management and Public Works - Operations will each manage two projects, or the remaining 24% of the FY 2023 Transportation projects.

**Table 25.14**  
FY 2023 Transportation Projects  
by Managing Division

Managing Division	# of Projects	FY 2023 Budget
Engineering Services	13	\$8,043,750
Fleet Management	2	\$101,340
Public Works	2	\$296,832
<b>Total</b>	<b>17</b>	<b>\$8,441,922</b>

### Operating Budget Impacts

Table 25.15 shows the estimated impacts that some Transportation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the outyears that are affected by additional operating costs. These impacts are only estimates and subject to change.

**Table 25.15** Transportation Operating Budget Impacts

Project	Project #	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate
New Public Works Vehicles & Equipment	026022	\$15,974	\$22,736	\$22,736	\$22,736	\$22,736
<b>Total</b>		<b>\$15,974</b>	<b>\$22,736</b>	<b>\$22,736</b>	<b>\$22,736</b>	<b>\$22,736</b>

## LEON COUNTY FISCAL YEAR 2023 – 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Transportation Index

Page	Project	#	FY 2021 Life to Date	FY 2022 Adj Budget	FY 2023 Budget	FY23-FY27 Total	Project Total
25-102	Arterial & Collector Roads Pavement Markings	026015	\$1,186,843	\$295,400	\$135,200	\$676,000	\$2,158,243
25-103	Arterial/Collector and Local Road Resurfacing	056001	\$50,769,872	\$7,268,746	\$4,348,568	\$25,045,246	\$83,083,864
25-104	Community Safety & Mobility	056005	\$9,349,456	\$794,256	\$0	\$150,000	\$10,293,712
25-105	DOT Old Bainbridge Rd. @ CC NW	053011	\$34,481	\$125,519	\$701,500	\$701,500	\$861,500
25-106	Intersection and Safety Improvements	057001	\$9,408,384	\$4,438,371	\$0	\$950,000	\$14,796,755
25-107	L.I.F.E. Rural Road Safety Stabilization	091003	\$91,331	\$283,670	\$100,000	\$500,000	\$875,001
25-108	L.I.F.E. Street Lighting	091005	\$64,553	\$285,447	\$125,000	\$625,000	\$975,000
25-109	Magnolia Drive Multi-Use Trail	055010	\$3,988,483	\$3,504,604	\$0	\$0	\$7,493,087
25-110	Maylor Road Accessibility/Stormwater Improvements	065005	\$692,921	\$2,329,939	\$0	\$0	\$3,022,860
25-111	Miccosukee Road Bridge Replacement	057918	\$0	\$567,500	\$0	\$0	\$567,500
25-112	N. Florida Fairgrounds Road Milling and Resurfacing	051009	\$0	\$0	\$0	\$220,000	\$220,000
25-113	New Public Works Vehicles & Equipment	026022	\$1,214,880	\$0	\$101,340	\$164,180	\$1,379,060
25-114	Open Graded Hot Mix Maintenance and Resurfacing	026006	\$15,340,335	\$110,329	\$161,632	\$968,415	\$16,419,079
25-115	Public Works Design and Engineering Services	056011	\$494,817	\$260,255	\$100,000	\$500,000	\$1,255,072
25-116	Public Works Vehicle & Equipment Replacement	026005	\$12,788,899	\$1,898,331	\$0	\$5,900,000	\$20,587,230
25-117	Sidewalk Program	056013	\$5,524,816	\$6,200,477	\$2,668,682	\$13,662,376	\$25,387,669
25-118	Transportation and Stormwater Improvements	056010	\$16,627,737	\$1,952,233	\$0	\$0	\$18,579,970
<b>Transportation Total</b>			<b>\$127,577,808</b>	<b>\$30,315,077</b>	<b>\$8,441,922</b>	<b>\$50,062,717</b>	<b>\$207,955,602</b>

\*Funding for projects not completed in FY 2022 will be included in the FY 2022 to FY 2023 carry forwards to provide continued project funding.

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Arterial & Collector Roads Pavement Markings

Dept/Div:	<b>Public Works - Operations</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026015</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2,Q3</b>

### 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

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	1,186,843	295,400	126,109	135,200	135,200	135,200	135,200	135,200	676,000	2,158,243
	<u>1,186,843</u>	<u>295,400</u>	<u>126,109</u>	<u>135,200</u>	<u>135,200</u>	<u>135,200</u>	<u>135,200</u>	<u>135,200</u>	<u>676,000</u>	<u>2,158,243</u>

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Arterial/Collector and Local Road Resurfacing

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### 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.

In FY 2022 \$500,000 was budgeted for a comprehensive pavement condition study to determine the pavement condition index for each County maintained paved road. The study will evaluate various asphalt surface treatment options for each road, including asphalt milling, resurfacing, reconstruction, etc. An RFP for this study is planned to be advertised in Fall of 2022. The results of the study and treatment options is anticipated to increase the number of roads receiving surface treatment annually. The study will take approximately 18 months to complete.

This project was previously funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding shifted 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 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
306 Transportation 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	19,088,207	0	0	0	0	0	0	0	0	19,088,207
351 Sales Tax - Extension 2020	3,306,373	7,268,746	1,325,024	4,348,568	5,007,741	5,062,865	5,227,428	5,398,644	25,045,246	35,620,365
	<u>50,769,872</u>	<u>7,268,746</u>	<u>1,325,024</u>	<u>4,348,568</u>	<u>5,007,741</u>	<u>5,062,865</u>	<u>5,227,428</u>	<u>5,398,644</u>	<u>25,045,246</u>	<u>83,083,864</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Community Safety & Mobility

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN4, Q5, Q</b>

#### Project Description/Justification

This project is for the planning, design, and construction of traffic calming devices. On February 16, 2021, the Board approved the Traffic Calming Program Policy which establishes program criteria for determining minimum qualifications and traffic calming project prioritization. Depending on the root causes identified and the physical characteristics of the impacted neighborhood, some combination of the following improvements may be considered to "calm" traffic: speed tables, speed humps, pavement treatment, pavement markings, or raised intersections.

This project previously included funding for the planning, design, and construction of sidewalks. All sidewalk funding previously included in this project shifted to the Sidewalk Program capital project on page 25-117, which is funded by the 2nd Sales Tax Extension (Blueprint 2020), and half of the 2nd Local Option Gas Tax.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation Improvements	479,705	0	0	0	50,000	0	100,000	0	150,000	629,705
308 Sales Tax	1,053,999	0	0	0	0	0	0	0	0	1,053,999
309 Sales Tax - Extension	7,779,531	794,256	273,332	0	0	0	0	0	0	8,573,787
	<u>9,349,456</u>	<u>794,256</u>	<u>273,332</u>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>150,000</u>	<u>10,293,712</u>

#### 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

N/A



Construction of sidewalk for Community Safety & Mobility



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» DOT Old Bainbridge Rd @ CC NW

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>053011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EC1, Q3, Q</b>

#### Project Description/Justification

This project is for safety improvements at the Old Bainbridge Road at Capital Circle Northwest intersection. Old Bainbridge Road intersects Capital Circle Northwest at a severe angle, which makes northbound traffic on Capital Circle Northwest difficult to turn onto Old Bainbridge Road. In addition, the drivers on Old Bainbridge Road going northbound have difficulty seeing the oncoming traffic on Capital Circle Northwest because of the angle. The proposed improvement will realign Old Bainbridge Road 350 feet to the south connecting it with Gateway Drive to the west. This realignment will provide a safe intersecting angle of Old Bainbridge Road to Capital Circle and add a westbound left turn lane to Old Bainbridge Road.

This project is supported by a State Funded Grant through Florida Department of Transportation. In FY 2020, FDOT provided \$80,000 of the total \$160,000 toward the project costs for design with a 50% match required from the County. Design is anticipated for completion in late 2022. After the completion of the design, an additional State Funded Grant Agreement will be executed with FDOT to secure the funding for construction, estimated at \$1,403,000. The FY 2023 budget reflects the County's 50% match.

#### Strategic Initiative

(Q5) 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. (2022-26)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	34,481	125,519	0	0	0	0	0	0	0	160,000
351 Sales Tax - Extension 2020	0	0	0	701,500	0	0	0	0	701,500	701,500
	<u>34,481</u>	<u>125,519</u>	<u>0</u>	<u>701,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>701,500</u>	<u>861,500</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### 》》》 Intersection and Safety Improvements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>057001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EC1</b>

#### 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. Annually, County intersections are assessed and 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.

Due to the funding needed to meet the required match requirement for the existing Old Bainbridge Improvements projects that are now under construction, no funding was allocated in FY 2023.

Intersection improvements currently in design:

Blair Stone/Old St. Augustine, North Monroe Street/Crowder, and Harpers Ferry/Centerville (Design and permits and right-of-way acquisition for Harpers Ferry/Centerville is anticipated for completion in 2022, with construction initiated in FY 2023). In addition, FY 2022 funds were earmarked for the County's portion of the Tram Rd/Zillah Street street drainage improvements and sidewalk construction (A joint agreement is under development for City of Tallahassee to complete additional improvements required inside the County's ROW.)

Future projects:

Old Bainbridge Road/Portland Avenue

Tram Road and Zillah Street Safety Improvements

Intersection improvements completed:

Rhoden Cove/Meridian, Geddie & US 90, Aenon Church & SR 20, Medallion Way/Buck Lake Road, Geddie & SR 20 Signalization, Dempsey Mayo Road/Emerald Chase

This project was previously funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding shifted 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

(Q5) 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. (2022-26)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	369,939	13,121	3,900	0	0	0	0	0	0	383,060
306 Transportation Improvements	918,130	258,550	0	0	0	0	0	0	0	1,176,680
308 Sales Tax	7,947,602	4,166,700	67,145	0	0	0	0	0	0	12,114,302
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	200,000	250,000	250,000	250,000	950,000	950,000
	<u>9,408,384</u>	<u>4,438,371</u>	<u>71,045</u>	<u>0</u>	<u>200,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>950,000</u>	<u>14,796,755</u>

#### Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [I] 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Rural Road Safety Stabilization

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q5</b>

#### 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 well 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 deterioration and make it difficult 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. 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 households. Property owners abutting the project area are required to complete a Household Income Certification form as part of the application process for purposes of income verification.

The Board approved allocation of \$100,000 for FY 2023 through FY 2027 for a total of \$500,000 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, approximately three to four miles a year or approximately 15 to 20 miles over the five-year period will be stabilized. 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 is legal pursuant to Florida Statutes to resurface privately owned paved roads throughout the County unless the funds are paid back to the County through an assessment. The County began accepting requests for the L.I.F.E. Rural Road Safety Stabilization Program in the fall of 2019. To date, the County has completed eight projects: Mamie Lane, Daniel Lee Trail, Johnherb Lane, Willie Frances Trail, Backforest Lane, Minnie Rose, Kinfolks Loop, and Silver Branch. Current projects include Kin Cross Lane Wilkinson Woods.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	91,331	283,670	20,215	100,000	100,000	100,000	100,000	100,000	500,000	875,001
	<u>91,331</u>	<u>283,670</u>	<u>20,215</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>875,001</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Street Lighting

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>091005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3</b>

#### 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 four to five street lighting projects 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

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	64,553	285,447	30,180	125,000	125,000	125,000	125,000	125,000	625,000	975,000
	<u>64,553</u>	<u>285,447</u>	<u>30,180</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>625,000</u>	<u>975,000</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

Public Works Operations' operating budget has line item funding dedicated for the utility costs associated with the street lighting program.

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Magnolia Drive Multi-Use Trail

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>055010</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EC1, Q3, Q5</b>

### 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 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.

Currently, five phases are under design for underground electric and a redesign of the multi-use trail. Phase I redesign was completed in FY 2020 and Phase 4 and Phase I Construction began in FY 2021 with an anticipated completion in the FY 2022. Phase 2A & B construction is anticipated to commence in the early part of FY23.

- Phase 1 - South Meridian Road to Pontiac Drive (anticipated completion FY 2022)
- 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

(EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County’s five-year CIP that provide connectivity and leverage public and private investments. (2022-1)

### Financial Summary

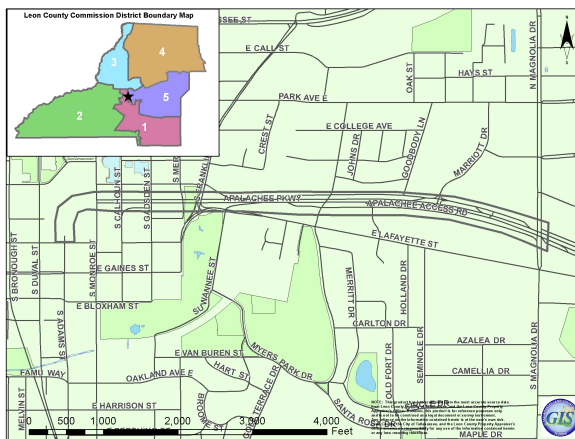
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
125 Grants	3,824,409	3,504,604	1,264,952	0	0	0	0	0	0	7,329,013
309 Sales Tax - Extension	164,074	0	0	0	0	0	0	0	0	164,074
	<b>3,988,483</b>	<b>3,504,604</b>	<b>1,264,952</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,493,087</b>

### Policy/Comprehensive Plan Information

Sidewalk Policy

### Operating Budget Impact

N/A



Magnolia Drive near South Meridian Road

# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »»» Maylor Road Accessibility/Stormwater Improvements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>065005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>Q3</b>

### 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. 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 was completed in FY 2020 and the design services is anticipated to be complete in the May of 2022. Construction is anticipated to begin in Winter 2022 and based on the 100% design document, the overall construction estimate has increased by \$478,290. To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, \$2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program, of which \$356,500 was allocated in FY 2021 for this project. The final design and permits are anticipated to be completed by May 2022 with construction anticipated to be complete by December 2022.

### Strategic Initiative

N/A

### Financial Summary

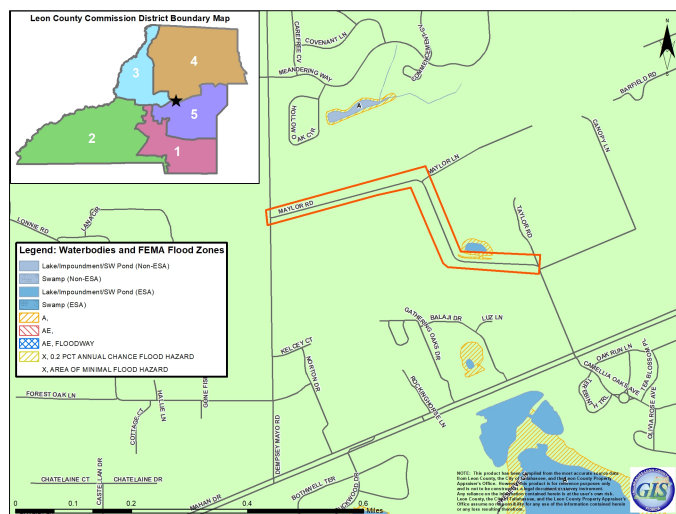
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	692,921	2,329,939	57,543	0	0	0	0	0	0	3,022,860
	692,921	2,329,939	57,543	0	0	0	0	0	0	3,022,860

### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» Miccosukee Road Bridge Replacement

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>057918</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>Q5, Q3</b>

### Project Description/Justification

The bridge replacement will be designed by FDOT and constructed by Leon County, with FDOT providing 75% of total funding and Leon County providing a 25% local match. The total costs for replacement of the bridge is estimated at \$3.1 million, including an estimated design fee of \$803,720 and an estimated construction and Construction Engineering Inspection (CEI) cost of \$2.46 million. FDOT has advised that right of way acquisition will not be required for this project.

The Locally Funded Agreement with FDOT for the County to provide the 25% local match for design (\$180,000) was approved by the Board at the September 24, 2019 meeting. In January 2021, FDOT notified the County of an increase in design fees, which required an additional \$20,930 in the County's local match. After the design work is completed, an additional Local Agency Program (LAP) Agreement will be brought back to the Board for approval to provide the County's match for construction and CEI services in the estimated amount of \$576,500. The project only includes funding for the County's 25% match. To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, \$2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program, of which \$567,500 was allocated in FY 2021 for this project.

### Strategic Initiative

(Q5) 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. (2022-26)

### Financial Summary

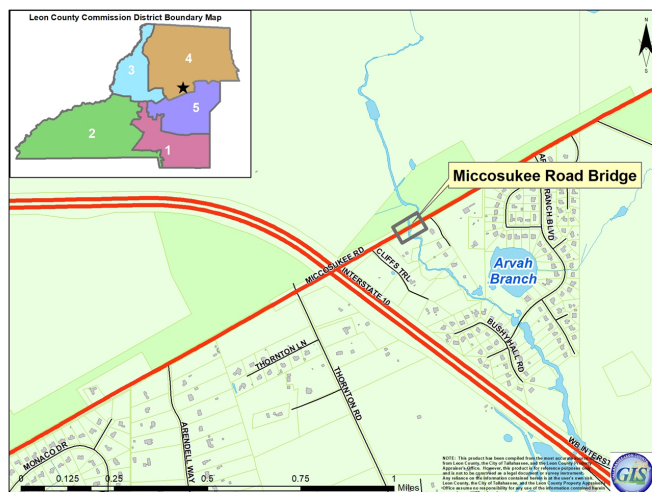
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	567,500	0	0	0	0	0	0	0	567,500
	0	567,500	0	0	0	0	0	0	0	567,500

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

## »» N. Florida Fairgrounds Road Milling and Resurfacing

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>051009</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3, EC1</b>

### Project Description/Justification

This project restores the asphalt roads inside the 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 Fairgrounds have aged after many years of service. The asphalt surface has cracks and is deteriorating. 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. This project was anticipated to be completed in FY 2021, however, due to budget reductions related to COVID-19, this project is scheduled to be completed in FY 2024, pending results of the current Fairgrounds Revitalization project in which the layout of the grounds may change depending on the final design and analysis.

### Strategic Initiative

(EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County’s five-year CIP that provide connectivity and leverage public and private investments. (2022-1)

### Financial Summary

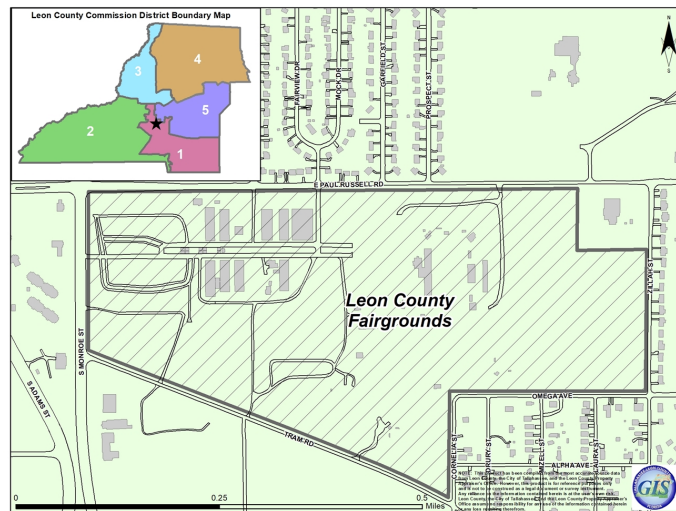
<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	0	0	0	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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» New Public Works Vehicles and Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026022</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>G2, EN2, E</b>

#### Project Description/Justification

This project is for the purchase of a new GM 4500 HD - Diesel Crew Cab trucks for Operations for a new Litter Control crew and a new Toyota Highlander Hybrid for Engineering. FY 2024 funding reflects the addition of another Crew Cab for Litter Control if needed subsequent to a review of the FY 2023 efforts.

#### Strategic Initiative

(EN2) Evaluate enhancing existing roadside litter debris removal through the creation of a County staffed program and further engage neighborhoods, businesses and civic organizations in expanding the County's adopt-a-road program. (2022-19)  
Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	1,214,880	0	0	101,340	62,840	0	0	0	164,180	1,379,060
	<u>1,214,880</u>	<u>0</u>	<u>0</u>	<u>101,340</u>	<u>62,840</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>164,180</u>	<u>1,379,060</u>

#### Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment requests are 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

<u>Funding Source</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>
106 Transportation Trust	15,974	22,736	22,736	22,736	22,736
	<u>15,974</u>	<u>22,736</u>	<u>22,736</u>	<u>22,736</u>	<u>22,736</u>

N/A



## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »»» Open Graded Hot Mix Maintenance and Resurfacing

Dept/Div: **Public Works - Operations**  
 Project #: **026006**  
 Service Type: **Transportation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **Q3**

#### 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 2nd Sales Tax Extension (Blueprint 2020) dedicated to Leon County.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	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	2,545,457	0	0	0	0	0	0	0	0	2,545,457
351 Sales Tax - Extension 2020	64,671	110,329	0	161,632	159,968	215,605	215,605	215,605	968,415	1,143,415
	<u>15,340,335</u>	<u>110,329</u>	<u>0</u>	<u>161,632</u>	<u>159,968</u>	<u>215,605</u>	<u>215,605</u>	<u>215,605</u>	<u>968,415</u>	<u>16,419,079</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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### Public Works Design and Engineering Services

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EC1, EN1</b>

#### 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

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	494,817	260,255	0	100,000	100,000	100,000	100,000	100,000	500,000	1,255,072
	<u>494,817</u>	<u>260,255</u>	<u>0</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>1,255,072</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### Public Works Vehicle & Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>Q3, EN4</b>

#### Project Description/Justification

This project is for the replacement of Public Works 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 \$166,500 in surplus sales. To ensure some FY 2023 capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, \$1,081,000 in Transportation Trust funding was advanced funded in FY 2022 to support the following FY 2023 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	2002 Ford F-750	116,035	\$56,044	\$51,703	\$120,000
Operations	2007 Mack 14 Yard Dump Truck	178,104	\$111,199	\$117,015	\$189,000
Operations	2008 Mack 14 Yard Dump Truck	221,291	\$111,214	\$86,445	\$185,000
Operations	2002 Sterling Transport	52,185	\$86,425	\$88,228	\$180,000
Operations	2008 Anderson Trailer	N/A	\$8,033	\$13,016	\$20,000
Operations	2008 GMC C3500	103,418	\$28,142	\$23,829	\$45,000
Operations	2012 Bush Hog Mower	N/A	\$14,300	\$16,244	\$30,000
Operations	2012 Ford F-750	133,421	\$129,394	\$78,349	\$190,000
Operations	2012 Anderson Trailer	N/A	\$16,403	\$16,069	\$20,000
Operations	2013 Ford F-450	84,859	\$45,798	\$28,577	\$52,000
Operations	2016 Ford F-150	101,791	\$28,255	\$6,199	\$50,000

#### Strategic Initiative

Increase the number of fully electric vehicles in the County's fleet by 500%. (T8)

#### Financial Summary

Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	12,788,899	1,898,331	36,331	0	1,723,000	1,467,000	1,295,000	1,415,000	5,900,000	20,587,230
	<u>12,788,899</u>	<u>1,898,331</u>	<u>36,331</u>	<u>0</u>	<u>1,723,000</u>	<u>1,467,000</u>	<u>1,295,000</u>	<u>1,415,000</u>	<u>5,900,000</u>	<u>20,587,230</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.

#### 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 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Sidewalk Program

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056013</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Strategic Priority:	<b>EN4, EC1, Q3</b>

#### 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.

In FY 2014, the Board approved levying the additional five-cent gas tax. This tax went into effect January 01, 2014. The Board directed staff to allocate the gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Beginning in FY 2020, the Blueprint 2020 sales tax provided the County funds for sidewalk construction. Blueprint provides \$1.25 million per year in funding each year.

In November 2014, Leon County residents approved 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 took effect January 2020.

Funding for sidewalks in the Community Safety and Mobility capital project on page 25-104 reflects the shift from gas taxes program funding to the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

#### Strategic Initiative

(EC1) Continue to implement catalytic public infrastructure projects through Blueprint and the County's five-year CIP that provide connectivity and leverage public and private investments. (2022-1)

(Q5) 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. (2022-26)

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

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2021</u>	<u>Adjusted Budget FY 2022</u>	<u>Year To Date FY 2022</u>	<u>FY 2023 Budget</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	5,524,816	2,762,977	62,133	1,418,682	1,449,890	1,481,763	1,514,348	1,547,693	7,412,376	15,700,169
352 Sales Tax - Extension 2020 JPA Agreement	0	3,437,500	0	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000	9,687,500
	<u>5,524,816</u>	<u>6,200,477</u>	<u>62,133</u>	<u>2,668,682</u>	<u>2,699,890</u>	<u>2,731,763</u>	<u>2,764,348</u>	<u>2,797,693</u>	<u>13,662,376</u>	<u>25,387,669</u>

#### Policy/Comprehensive Plan Information

Sidewalk Policy

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2023 - 2027 CAPITAL IMPROVEMENT PROGRAM

### »» Transportation and Stormwater Improvements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>No</b>
Project #:	<b>056010</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Strategic Priority:	<b>EC1, EN1</b>

#### 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.

To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, \$2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program, of which \$850,000 was allocated in FY 2021 for the Ben Boulevard project. Ben Boulevard marks the end of the list of storm related projects needing mitigation. Future stormwater transportation repair projects are funded in Stormwater Infrastructure Preventative Maintenance (Project #067006).

#### Projects Under Design:

Ben Blvd. Phase II - Design and permitting anticipated completion in 2022 with construction initiated in FY 2023

#### Completed Projects:

Centerville Trace Pond Repair, Golden Pheasant/Raymond Tucker Road Drainage and Access Improvements, Miccosukee 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, Okeehoopkee Road Drainage Improvements, Chadwick Way Culvert Upgrade, Miccosukee at Georgia Intersection Drainage and Frontier Estates Drainage Improvements - Stormwater Model Complete.

#### Strategic Initiative

N/A

#### Financial Summary

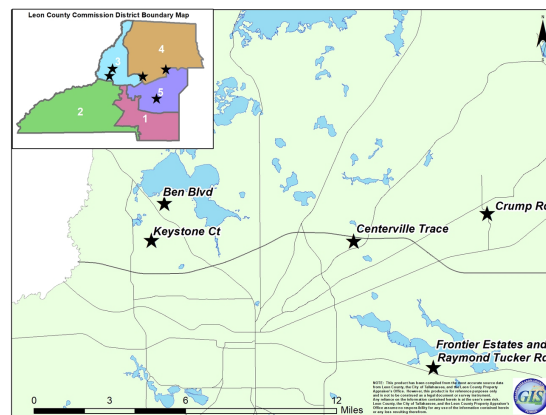
Funding Source	Life To Date FY 2021	Adjusted Budget FY 2022	Year To Date FY 2022	FY 2023 Budget	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,405,236	39,158	10,640	0	0	0	0	0	0	9,444,394
306 Transportation Improvements	7,222,501	1,913,075	532,982	0	0	0	0	0	0	9,135,576
	<u>16,627,737</u>	<u>1,952,233</u>	<u>543,622</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>18,579,970</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 2023 TENTATIVE BUDGET

## »» Appendix

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## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» County Charter

**(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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**(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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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(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.

\*\* Pursuant to the holding by the Florida Supreme Court in the Orange County v. Singh case (268 So.3d 668), Section 3.2(1) of the Charter has been rendered unenforceable. Henceforth the election for the office of Supervisor of Elections shall be partisan.

### 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

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» County Charter

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## Sec. 5.2. - Home rule charter amendments.

### (1) Amendments Proposed by Petition.

(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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» County Charter

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**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 2023 TENTATIVE BUDGET

## »» Guiding Principles

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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 taxpayer 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 2023 TENTATIVE BUDGET

# » Summary of 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.
- 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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Summary of County Financial Policies & Ordinances

### **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.

### **Capital Asset Policy, No. 19-5**

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement Number 34, to set forth the parameters of the government accounting for capital assets. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE 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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» County Financial Policies & Ordinances

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 Leon County, Florida that Policy No. 93-44, "Fiscal Planning", amended by the Board of County Commissioners on May 10, 2016, is hereby further amended and a revised policy is hereby adopted in its place, to wit:

The County will establish fiscal planning practices to:

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.
  - E. Establish outside agency funding for the next budget cycle.
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.

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**» County Financial Policies & Ordinances****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.
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.

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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.

### **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

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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 Administration, the Director 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,

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Financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

### 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

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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 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.



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**»» County Financial Policies & Ordinances****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 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

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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 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

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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

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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 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.

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- 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.

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## 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.

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### 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 to 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.
  - a. 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.

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## 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.

- *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.



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- (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*
- (1) 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.
  - (2) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Midyear Fund.
  - (3) 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.

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- (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 12<sup>th</sup> day of March, 2013.

### **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

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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.
- 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.

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- 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

- b. 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.

### Capital Asset Policy:

#### Policy No. 19-5

It shall be the Policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 19-5 "Government Capital Asset Policy" is hereby adopted on September 24, 2019, to wit:

#### Section 1. Purpose

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement

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Number 34, to set forth the parameters of the government accounting for capital assets. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

### Section 2. Capital Asset Definition

The term capital asset includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

(GASB S34, par. 19) (GASB Codification Section 1400.103)

### Section 3. Capital Asset Valuation

Capital assets are reported at historical costs. This cost should include any charges that will be necessary to get the capital asset to usable condition and to its intended location. Items to be included in cost of capital asset:

- Original contract or invoice price
- Legal and title fees
- Closing costs
- Appraisal and negotiation fees
- Surveying fees
- Land preparation costs
- Demolition costs
- Developer costs
- Audit and accounting fees
- Transportation charges
- Freight and handling costs
- Storage costs necessary to transport an asset to the intended location

In the absence of the historical cost, the asset's estimated cost may be used to value the asset. Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, should not be capitalized. Donated capital assets should be reported at the fair market value.

### Section 4. Depreciation Method

Depreciation and amortization are expenditures recorded to allocate an asset's cost over its useful life. Capital assets should be depreciated or amortized over their estimated useful lives unless they are:

- Inexhaustible (e.g. land)
- Construction in progress
- Considered to have an indefinite useful life

Leon County uses straight-line depreciation (historical cost divided by the useful life and expensed evenly over the useful life) applying the half year convention method for all capital assets. This means that a half years' worth of depreciation will be taken the year the asset is acquired, and a half years' worth of depreciation will be taken in the year the asset is disposed of. It is the County's policy that capital assets have no residual value at the end of their useful life. Depreciation does not affect the removal of a capital asset from inventory. A capital asset will remain on inventory until the end of useful life and disposed of.

### Section 5. Land

It is the County's policy to capitalize all acquired land. Land will never be depreciated unless evaluating is needed in the rare case of depletion of resources in the land purchased.

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Items to be capitalized with the land will be:

- Purchase price or the determined fair market value if land is donated
- Preparation costs (if indefinite useful life) of basic site improvements
- Land excavation, fill, grading, drainage
- Demolition of existing buildings and improvements (less salvage)
- Removal, relocation, or reconstruction of other property on the land
- Includes related rights (unless acquired separately)
- Commissions, professional fees (title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.)

### **Section 6. Buildings and Building Improvements**

It is the County's policy to capitalize all acquired buildings and depreciate over forty years. Items to be capitalized as part of the building will be:

- Original purchase price and any other costs associated with getting the building ready for use
- All costs associated with the original construction of a building

Leon County requires that any improvements over \$100,000 will be added to the cost of the building it is improving and depreciated over five to thirty years with the average being twenty years.

Improvements are defined as an additional value adding to the length of the useful life or increasing the service capabilities. Repairs and maintenance are not capitalized, as they only serve to retain value and as such will be expensed in the period it occurs.

### **Section 7. Improvements Other Than Buildings**

The capitalization minimum levels for Improvements Other Than Buildings will be \$50,000 and depreciated over twenty years, if the improvement is structure related, or thirty years, if the improvement is ground work related. Improvements related specifically to buildings will be evaluated under the building improvements section of capital assets and will be added to the basis of the building asset class.

Items to be capitalized with the improvements other than buildings will be:

- Fences and gates
- Parking lots
- Landscaping
- Retaining walls
- Park peripherals
- Paths and trails
- Gazebo
- Pavilions
- Recreation areas and athletic fields
- Basketball courts, playground equipment, swimming pools and tennis courts
- Shade structures
- Signals and signage
- Boat docks and ramps

### **Section 8. Machinery, Vehicle, and Equipment**

Equipment will be recorded on the General Property List for all amounts greater than \$1,000, but equipment will be capitalized at the level of \$20,000. Equipment will be depreciated over the life of the asset, which should

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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be from five to twenty years. Currently all laptops and computers are being recorded on the general property list and expensed in the year of purchase for tracking purposes.

Items to be capitalized with the machinery, vehicle, and equipment will be, but not limited to:

- Machinery
- Computers
- Printers
- Vehicles
- Furniture

### **Section 9. Works of Art, Historical Treasures, and Similar Assets**

Any future acquired works of art, historical treasures, or similar assets shall be capitalized if an accurate value can be determined in a cost beneficial manner, and the value of the asset is greater than \$50,000. Items greater than \$750 and less than \$50,000 can be listed on the property list for tracking purposes.

Divisions acquiring the asset must notify the Finance Office about the asset value and estimated useful life along with a description. If the information is not available, but the asset may be of significant and historic value, the Finance Office must still be informed; a note disclosure is required. Works of art, historical treasures, or similar assets will be depreciated unless it is determined the item has an inexhaustible life. The Purchasing Division will determine the life of the asset, which for art should range from twenty to fifty years. For donated assets, fair market value will be used to determine the asset value. Due to the nature of the asset there will not be an official list of example items to be capitalized with works of art, historical treasures, and similar assets.

### **Section 10. Infrastructure**

Infrastructure is defined by GASB 34 as a long-lived capital asset that is normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets (paragraph 19). Leon County is not going to use the modified approach and as such will be depreciating the infrastructure assets over its useful life. The capitalization minimum levels for infrastructure will be \$200,000 per project and depreciated over twenty to fifty years. Items greater than \$100,000 and less than \$200,000 will be recorded on the Infrastructure List for tracking purposes and expensed in the year of purchase. Any land that is associated with infrastructure will be recorded separately under the land section of capital assets.

Items to be capitalized with the infrastructure will include, but not limited to:

- Roads and streets including peripherals such as landscaping, curbs, gutters, sidewalks and streetlights, when incorporated into the construction project
- Bridges
- Driveways and parking barriers
- Stormwater drainage improvements
- Water and sewer utility plant, piping equipment
- Water and wastewater transmission and distribution systems

### **Section 11. Construction in Progress**

Construction in Progress will be used as a placeholder for future asset items that have not yet been completed such as buildings, infrastructure, additions, alterations, reconstruction, and installation. Assets to be capitalized with the Construction in Progress will be determined by their asset classifications listed in this policy and will be considered capitalizable upon meeting one of the following requirements:

- The asset is placed into service
- Final acceptance from the contractor (defined below)

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### Final Acceptance from the Contractor

After a project has been completed, tested and inspected in accordance with contract requirement, the contract has been completed by the contractor and maintenance of the asset has switched from contractor to Leon County.

### **Section 12. Other Capital Assets**

The Other Capital Asset category is used for assets that do not easily fit into a category listed above. Capitalization minimum levels for Other Capital Assets will be \$150,000, and each asset on the list will be individually evaluated for a useful life.

Items to be capitalized with Other Capital Assets will be, but not limited to:

- Patents: A patent safeguards an original invention for a certain period of time and is granted by the United States Patent and Trademark Office. It allows for the exclusive right granted by a government to an inventor to manufacture, use, or sell an invention for a certain number of years.
- Copyrights: Copyrights protect “works of authorship,” such as writings, art, architecture and music. For as long as the copyright is in effect, the copyright owner has the sole right to display, share, perform or license the material.
- Trademarks: A trademark is any word, name, symbol, or design, or any combination thereof, used in commerce to identify and distinguish the goods of one manufacturer or seller from those of another and to indicate the source of the goods.
- Use Rights: Use rights are defined as the right to utilize that land in accordance with its zoning, including any lawful departure or Consent use. “Utilization” in relation to land, means the use of land for a purpose and includes the extent of such use.
- Easements: Easements are defined as a right to cross or otherwise use someone else's land for a specified purpose. Easements are used for roads, for example, or given to utility companies for the right to bury cables or access utility lines.
- Software: Software, in a general sense, a program used to perform tasks and specific functions. The costs included in software will be the acquisition cost of software purchased “off the shelf” or software created by the government itself (internally generated) by a contracting party acting on the government’s behalf. The County will capitalize the application development stage, coding, instillation of hardware, testing costs, and data conversion to make sure the new software has everything needed to run as intended. The County will not capitalize the preliminary project stage of acquiring or creating software nor will the County capitalize the post implementation costs of training and software maintenance.



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Asset	Threshold	Useful Life
Land	Capitalize All	Indefinite
Buildings	Capitalize All	40 Years
Building Improvements (Will be Capitalized as Part of Buildings)	\$100,000	5 to 30 Years
Improvements Other Than Buildings	\$50,000	20 to 30 Years
Machinery, Vehicle, and Equipment	\$20,000	5 to 20 Years
Works of Art, Historical Treasures, and Similar Assets	\$50,000	20 to 50 Years
Infrastructure	\$200,000	20 to 50 Years
Construction in Progress	Use Final Intended Asset Class Threshold	Use Final Intended Asset Class Useful Life
Other Capital Asset	\$150,000	Will be Individually Evaluated

### **Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, and Policies**

The Comprehensive Plan is a translation of community values and aspirations into public policy. The Plan includes Goals, Objectives, and Policies intended to guide economic, social, physical, environmental, and fiscal development of the community. The Plan can be found at:

<https://www.talgov.com/place/pln-cp>

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

## »» Budget Terminology

Abbreviations & Acronyms

AC	Advisory Committee	EMS	Emergency Medical Services
ACRA	Accrual Accounting		
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	HFA	Housing Finance Authority
DRI	Development of Regional Impact	HHS	Health & Human Services
EDC	Economic Development Council	HIPAA	Health Insurance Portability and Accountability Act
EEO	Equal Employment Opportunity	HR	Human Resources
EFT	Electronic Fund Transfer		

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Budget Terminology

## Abbreviations & Acronyms

HUD	Housing & Urban Development	OPS	Other Personnel Service
ICLEI	International Council for Local Environmental Initiatives	ORG	Organization
ICMA	International City/County Management Association	OSHA	Occupational Safety and Health Administration
IDP	Individual Development Plan	PETS	Permit Enforcement Tracking System
IFAS	Integrated Fund Accounting System	PIO	Public Information Office
IJA	Infrastructure Investment and Jobs Act	PSCB	Public Safety Communications Board
JAG	Justice Assistance Grant	PSCC	Public Safety Coordinating Council
JE	Journal Entry	PUB	Planned Unit Development
JV	Journal Voucher	RFP	Request for Proposals
LCCOL	Leon County Code of Law	RP	Real Property
LCSO	Leon County Sheriff's Office	SAL	State Appropriations Limit
LEADS	Listens, Engages, Aligns, Delivers, Strives	SCRAM	Secure Continuous Remote Alcohol Monitor
LOS	Level of Service	SHIP	State Housing Initiative Plan
LOST	Local Option Sales Tax	SLGS	State and Local Government Security
MIS	Management Information Services	SPTR	Supervised Pre -Trial Release
MOU	Memorandum of Understanding	TDC	Tourist Development Council
MSTU	Municipal Services Taxing Unit	TFA	Transaction Function Activity Code
M/WSBE	Minority/Women Small Business Enterprise	TIF	Tax Increment Financing
NA	Not Applicable, or Not Available	TIPS	Treasury Inflation Protected Securities
NCGA	National Council on Governmental Accounting	TLCPD	Tallahassee-Leon County Planning Department
NCIC	National Crime Information Center	TMDL	Total Maximum Daily Load
NIPA	National Income and Product Accounts	TRIM	Truth In Millage
NPDES	Non-Point Discharge Elimination System	USA	Urban Services Area
OGC	Office of General Council	USDA	United States Department of Agriculture
OMB	Office of Management & Budget	YTD	Year-to-Date

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Budget Terminology

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## Citizens' Guide to the Budget Budget Terms

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### -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 2023 TENTATIVE BUDGET

## »» Budget Terminology

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**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 assets greater than \$20,000 including, or addition to, fixed assets. These expenditures must cost more than \$1,000 and less than \$20,000 to be included in an operating budget construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment will be capitalized in accordance with the Capital Asset Policy.

**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.

**Customer:**

The recipient of an output product or service. May be internal or external to the organization.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**-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.

**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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**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.

**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.

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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**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.

**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.



## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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### -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 2023 TENTATIVE BUDGET

# »» Statistical Summary

<b>POPULATION</b>	<b>Leon County</b>	<b>Unincorporated</b>	<b>Incorporated</b>
Total Population	295,921	97,550	198,371
Median Age	31		
Total Registered Voters (Supervisor of Elections website)	201,893		

<b>LABOR FORCE</b> (Source: Tallahassee-Leon County OEV)	<b>2021 (Annual)</b>	<b>2020(Annual)</b>	<b>2019(Annual)</b>
Civilian Labor Force	154,311	151,020	155,492
Employment	184,800	179,600	186,800
Unemployment	9,000	30,248	3,680
Unemployment Rate (%)	4.2%	6.4%	3.1%

<b>MEDIAN HOUSEHOLD INCOME</b> (Source: Tallahassee-Leon County OEV)	<b>2021</b>	<b>2020</b>	<b>2019</b>
Leon County	\$75,900	\$74,100	\$69,100
Florida	\$70,000	\$68,000	\$65,100

<b>TOP EMPLOYERS</b> (Source: Tallahassee-Leon County OEV 2022)
State of Florida
Florida State University
Tallahassee Memorial Healthcare
City of Tallahassee
Florida A&M University
Leon County Schools

<b>EMPLOYMENT BY TOP INDUSTRIES</b> (Source: Tallahassee-Leon County OEV)	
Government	56,744
Education and Health Services	50,088
Trade, Transportation, and Utilities	23,363
Professional & Business Services	23,028
Leisure and Hospitality	18,267

## EDUCATION

### Leon County Public K-12 Schools (www.leon.k12.fl.us)

Elementary Schools	24
Middle Schools	8
High Schools	6
Charter Schools	6
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)

### Vocational/Technical Schools

Lively Technical Center
North Florida Cosmetology Institute
Aveda Institute

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

# »» Statistical Summary

## MUNICIPAL SERVICES

### Libraries

	Branches
Leon County Public Library System	7
Florida Agricultural & Mechanical University (FAMU)	5
Florida State University (FSU)	5
Legislative Library	1
State Library of Florida	1
Tallahassee Community College (TCC)	1

### Law Enforcement

Leon County Sheriff's Office (LSCO)
FAMU Police Department
Florida Department of Law Enforcement Capital Police (FDLE)
FSU Police Department
TCC Campus Police Department
Tallahassee Police Department (TPD)

### Fire Department (talgov.com)

	Stations
Tallahassee Fire Department	16
Volunteer Fire Department	6

### 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

Tallahassee City Limits
Electric, Gas, Water, Sewer, Solid Waste, Stormwater
Outside City Limits
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
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### 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

## LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET

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## STATE & LOCAL TAXATION (2022/2023)

### Local

Ad Valorem Millage Rates (Adopted)	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	3.2200	3.2200	3.2200
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	0.0261	0.0261	0.0261
Children's Services of Leon County	0.3750	0.3750	0.3750
<b>Total</b>	<b>19.7835</b>	<b>18.7835</b>	<b>14.6835</b>

Ad Valorem Tax Exemption Available	Yes		
General Homestead Exemption	25,000		
<b>Note:</b> (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%	6.1%	
	(Unincorporated)	(City)	

### State

Corporate Income Tax	5.5%
Personal Income Tax	0.0%
Retail Sales Tax	6.0%

## RECREATION

### Outdoors Activities

Boat Landings	24
Campgrounds	3

### Galleries

621 Gallery  
 The Dickerson Gallery  
 Foster Tanner Fine Arts Gallery  
 LeMoyné Gallery  
 Marsh Orr Contemporary Fine Art  
 Nomads Gallery  
 Pelican Place  
 Signature Gallery  
 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

**LEON COUNTY FISCAL YEAR 2023 TENTATIVE BUDGET****»» Statistical Summary**

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**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**

- 92 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 2023 TENTATIVE BUDGET

## » Statistical Summary

### TRAVEL DISTANCE FROM TALLAHASSEE (in miles)

Atlanta, Georgia	261	Miami, Florida	485
Austin, Texas	873	Montgomery, Alabama	206
Birmingham, Alabama	302	New Orleans, Louisiana	386
Boulder, Colorado	1,607	New York, New York	1,099
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
Melbourne, Florida	327	Washington, D.C.	870
Memphis, Tennessee	537		



Courtesy of Nations Online Project- [www.nationsonline.org](http://www.nationsonline.org)